MAHATMA GANDHI MISSION
College of Journalism & Mass Communication
(Affiliated to Dr. Babasaheb Ambedkar Marathwada University)
Aurangabad – 431003

SELF STUDY REPORT
PART - I & II
INSTITUTIONAL DATA & EVALUATIVE REPORT
FOR ASSESSMENT & ACCREDITATION BY NAAC
2017-18
SELF STUDY REPORT

Mahatma Gandhi Mission

College of Journalism & Mass Communication
MGM Campus, N-6, CIDCO, Aurangabad.
(Maharashtra)

SUBMITTED TO
The National Assessment and Accreditation Council
(NAAC)
Bengaluru - 560 072
MAHATMA GANDHI MISSION

College of Journalism & Mass Communication

(Affiliated to Dr. Babasaheb Ambedkar Marathwada University)

Aurangabad - 431003 (Maharashtra)
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SELF STUDY REPORT

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PREFACE

Nurturing humble initiative of providing very basic medical assistance in remote area of Marathwada region, Mahatma Gandhi Mission (MGM) Trust was established on 20th December 1982 by educated youth of a small village called Nila in Dist. Nanded (Maharashtra). The Trust cherishes a vision of ensuring sustainable human development which encourages self reliant and contented society and to promote activities related to community services, social welfare and Indian heritage and culture. In order to realize this vision, one of the highly valued missions of the Trust is to impart education and technical expertise to students in multiple disciplines. The Trust is the parent body of MGM College of Journalism & Mass Communication, Aurangabad which is affiliated to Dr. Babasaheb Ambedkar Marathwada University, Aurangabad (Maharashtra).

The college was established in the year 1993 with the sole objective to dedicate all its resources to students, to develop the capacity and desire to learn, to understand and to share the fruits of their intellectual growth with the society at large and the responsibility to serve society. CJMC has established its reputation as a flourishing training school in the field of mass communication and journalism. The college has undergone many changes from its inception to present times. Earlier the college was conducting the foundation course in the able leadership of Late M.Y. Dalavi, former Head of the Journalism Department of Nagpur University and former editor of the Daily Lokmat, Aurangabad.
The foundation course Bachelor of Journalism (BJ) was having yearly intake capacity of 60 students. Subsequently, the college started one year post graduate degree in Master of Mass Communication & Journalism (MMCJ) from 1997 and it was enhanced to MA (MCJ) two year degree programme with semester pattern in 2003. The college also has step up for Certificate course in Journalism, Diploma in Journalism and Diploma in Film & TV Production. College also runs a short term certificate course of three months in Radio Jockey to develop the professional communication skills required for audio multimedia. CJMC has put a step forward with the launching of under graduate courses like BA (IJ) in 2011 and BA (MCJ) in 2012.

Since its establishment, the college is educating students in a broad range of skills and concepts involving gathering, editing and presentation of information and prepares them for a career in journalism. While there is a strong emphasis on the "craft" of journalism, the curriculum is designed to help students draw on and supplement their basic education so they are better equipped to handle intelligently the fundamental issues of the day. They would be exposed to the principles and ethics intrinsic to the profession, to enable them to tone their journalistic skills.

Committed to its resolve of further improving the quality of education, the College has opted to get accreditation by National Assessment and Accreditation Council (NAAC). Preparations in this regards were started about a year ago and in this duration we have learnt a lot from the manual supplied by NAAC which is extremely comprehensive and educative. This Self Study Report
(SSR) has been prepared as per the guidelines of NAAC and it consists of two parts as under:

1. Part I of SSR comprises of Institutional data as mentioned in the format of the SSR.

2. Part II of SSR includes a detailed explanation of all seven criteria as applicable to this Institute.

Preparation of this report along with the thought process which has gone in has reinvigorated our functioning in the Institute. We express our gratitude to Shri. Ankushrao N. Kadam, Secretary MGM Trust for continuous encouragement and guidance all throughout. All members of the staff deserve copious praise for their tireless efforts and unstinted support in compiling the data and bringing this report to the final shape.

Preparation of this SSR has not only raised our quality consciousness but also ingrained quality as a “motto” in this Institute. We look forward to meet the Peer Team of NAAC to visit us as the ensuing interaction will further enable us in making quality a hallmark of this Institute for the benefit of students and other stakeholders.

Dr. Rekha Shelke
Principal
29 Mar 2017
# NAAC Steering Committee

<table>
<thead>
<tr>
<th>Sr.No.</th>
<th>Name</th>
<th>Designation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Dr. Rekha Shelke</td>
<td>Principal, Chairman, NAAC Steering Committee</td>
</tr>
<tr>
<td>2.</td>
<td>Dr. V. L. Dharurkar</td>
<td>(Coordinator Research) Member</td>
</tr>
<tr>
<td>3.</td>
<td>Dr. Asha Deshpande</td>
<td>(Coordinator Academics) Member</td>
</tr>
<tr>
<td>4.</td>
<td>Mr. Abdul Wahab Shaikh</td>
<td>(In-charge IQAC) Member</td>
</tr>
<tr>
<td>5.</td>
<td>Mr. Satyajeet Shobha Shriram Jadhav</td>
<td>(Technical Expert) Member</td>
</tr>
<tr>
<td>6.</td>
<td>Dr. Vishakha Garkhedkar</td>
<td>(MAMCJ Course Coordinator) Member</td>
</tr>
<tr>
<td>7.</td>
<td>Mr. Vivek Rathod</td>
<td>(BAMCJ Course Coordinator) Member</td>
</tr>
<tr>
<td>8.</td>
<td>Mr. Saurabh Sadavrate</td>
<td>(BAIJ Course Coordinator) Member</td>
</tr>
<tr>
<td>9.</td>
<td>Mr. Balasaheb Gaike</td>
<td>(Incharge Administration) Member</td>
</tr>
<tr>
<td>10</td>
<td>Mrs. Kavita Pachchigar/Soni</td>
<td>(Training &amp; Placement Officer) Member</td>
</tr>
<tr>
<td>11</td>
<td>Mrs. Jaishree Kulkarni</td>
<td>(Librarian) Member</td>
</tr>
<tr>
<td>12</td>
<td>Dr. Nutan Deshpande</td>
<td>Coordinator, NAAC Steering Committee</td>
</tr>
<tr>
<td>13</td>
<td>Mrs. Kavita Pachchigar/Soni</td>
<td>Assistant Coordinator, NAAC Steering Committee</td>
</tr>
</tbody>
</table>
EXECUTIVE SUMMARY

MGM College of Journalism & Mass Communication (MGM CJMC) was established in 1993 under the affiliation of Dr. Babasaheb Ambedkar Marathwada University, Aurangabad. The College offers BA (IJ), BA (MCJ) and MA (MCJ) programs with yearly intake of 60, 40 and 60 respectively.

Inspired by the “Father of the nation (Mahatma Gandhi)” MGM CJMC envisions creating an academic environment where highest standards of scholars and professionalism are met and expectations of all stakeholders are consciously fulfilled. Motivated by this vision the management and the College have joined hands to recruit and retain excellent faculty, procure adequate infrastructural resources of highest quality and fostered links with industry and other institutions befitting the standard of an excellent College of higher education.

The College is the most preferred Journalism College in Marathwada region of Maharashtra. But this is not the reason to be complacent; we strive continuously to enhance quality of the College to include the quality of teaching, curricular and co-curricular activities so that the students of this College play a significant role in the development of nation and for the betterment of society. The Local Governing Council (LGC) is the principal authority and organ of management of the College. Important decisions are taken by the LGC and are implemented accordingly. MGM Trust plays an important role in policy formulation, implementation, Coordination and in providing
resources. Academic Committee is an important organization set up at the College level which makes policies and takes decisions on academic matters pertaining to maintenance of quality, teaching, research activities, evaluation and inter-disciplinary matters. The Academic Committee is guided by the rules and regulations of Dr. Babasaheb Ambedkar Marathwada University, Aurangabad, Maharashtra the affiliating university. Internal Quality Assurance Cell (IQAC) functions in areas of quality maintenance and up gradation. Processes and procedures in the College have also been streamlined by certification of ISO 9001-2008.

Any College of higher education is duty bound to add to the treasure of knowledge through research. The College is also determined to play its role in this arena by attempting to make contributions towards solving problems peculiar to the local media industry and people. Members of the faculty are encouraged to carry out research. Efforts are on to establish a research centre in the College for achieving the recognition as centre of excellence.

The move towards accreditation by NAAC has provided an impetus to the ongoing process of quality improvement. All appointments of the College have had an opportunity to carry out deep introspection and they have set new goals for further improvement. Being a team effort, all members of the staff have been involved in the preparation of the report in the form of criteria committees and they are looking forward for the visit of the peer team. The steering committee has been working round the clock to ensure that the loose ends are tied up and the College gains from the experts of peer committee. Preparation of SSR has
been a memorable learning experience. Strengths, weaknesses, opportunities and challenges of the College have been given in succeeding paragraphs.

**Criterion-I: Curricular Aspects**

Being affiliated to Dr. BAMU Aurangabad, the College follows the curriculum designed by the university. Therefore, the College has less flexibility in terms of syllabus. Structured and systematic planning and implementation of the curriculum is the main task of the College. The College adheres to the guidelines given by Board of Studies. The College focuses on enhancing the employability of the students by offering best of the faculties, infrastructure and self development activities. The College is always trying to improve the quality of curriculum planning and implementation by benchmarking, competency building and offering best of the resources. Feedback from stakeholders is an important tool for continuous improvement. Unique Features in Curriculum Planning and Implementation

a) Structured and systematic planning and implementation of curriculum.

b) Excellent support system to faculty members for planning and implantation of curriculum.

c) Activity based and participative teaching process.

d) Unique system for awarding internal marks as a means to holistic development of students.
e) Consistent efforts for enhancement of employability of the students.

f) Continuous monitoring and review of curriculum implementation.

g) All time enrichment of curriculum by conducting activities and offering infrastructural support.

h) Critical analysis of feedback of stakeholders and timely changes in curriculum planning and implementation accordingly.

i) Regular interaction with industry through placement and other activities for recommending necessary amendments to curriculum.

j) Various value added activities regarding human rights, moral and ethical values, better career options, heritage consciousness, environmental consciousness and community orientation.

k) College staff is engaged in various committees of Dr. Babasaheb Ambedkar Marathwada University, Aurangabad in capacity of chairman and members

**Best Practices**

Value addition in the university curriculum by incorporating small capsules like Radio Jockey, general awareness, aptitude, etiquette, tutorials, Gandhian thoughts, certifications and guest lectures at College level for personality development and making the students more suited to the industrial and societal expectations.
a) Regular monitoring of students’ progress in various aspects as academics, co-curricular and extracurricular activities, sports, attendance, overall involvement and behavior in each semester in a well designed Students’ Progress Card.

b) Inclusive feedback system from all the stakeholders for consistent improvement in curriculum planning and implementation.

c) Student centric approach in curriculum planning and implementation.

Challenges

a) As college follows the university’s curriculum, still flexibility in the content designing and to prepare students other than curriculum is a big challenge.

b) Time constraint for imparting additional skills. Therefore time management is a challenge.

Criterion-II: Teaching-Learning and Evaluation

a) The College considers the teaching, learning and evaluation (TLE) as the most cherished academic processes. Sincerest efforts are made to make these processes very effective, productive and objective.

b) The College has adopted a learner centric approach.
Key features of TLE Process

a) The College abides by the regulations of Dr. BAMU for the selection of candidates in which the admissions to undergraduate courses are given directly and for post graduate courses admissions are given through the Common Entrance Test conducted by the college.

b) All the courses are widely publicized through advertisements about admissions in various local and national newspapers as well as on College website.

c) The performance of students in the common entrance test conducted by the College at the time of admission serves as the basic indicator of the student’s knowledge and skills. Two days orientation programme is organized for the newly admitted students.

d) At the onset of every semester, the Academic Committee of the college prepares an academic calendar which summarizes the events, examinations and other activities planned in that particular semester.

e) Teaching is based on course plan made by the faculty and approved by course coordinator and the Principal.

f) High difficulty level assignment is given to advance learners and tutorials are arranged for weak students.

g) Teaching-learning strategies include interactive learning (group discussions, presentations, role plays, case studies, and puzzles), independent learning (individual presentations, writing articles, Book review and essay competition) and collaborative learning (assignments/projects given to group of students).
h) Formative and summative evaluation is carried out. The whole examination process is fully transparent and secure. Student progress is made available to students and parents through progress report cards available with guardian faculty members (GFM).

i) The College facilitates extensive use of information and communication technology (ICT) in teaching and learning.

j) Guardian Faculty Members advise the students on issues pertaining to his/her psycho-social development, academic growth, career and personal issues.

k) Efforts are made to recruit and retain qualified and competent faculty members. Faculties are encouraged to organize and attend Faculty Development Programs, Workshops and Conferences which enhance their knowledge horizon and encourage them to adopt innovative teaching methods.

l) Evaluation of faculties through structured feedback is conducted along with stakeholder’s feedback on teaching learning process.

Best practices

a) ICT integrated TLE process.

b) The College ensures implementation of TLE process that is student centric and supportive.

c) Transparency in admission process, counseling through GFM, calendar of academic events, course plan, unique internal assessment scheme and emphasis towards slow and fast learners and learning activities.
Challenges

Although the college use Common entrance test for admission process, still to prepare them professionally requires lot of efforts. To prepare students linguistically requires additional time as Marathwada is educationally and economically backward area.

Criterion-III: Research, Consultancy and Extensions

Unique Features of Research, Consultancy and Extensions

a) The College has dedicated research committee which is responsible for all research activities. The research activities include guiding members of faculty and students in research work and conduct research activities in the College.

b) The College has sufficient infrastructure like rich library, e-journals, journals, online resources and magazines etc. for conducting research. The management of the College also encourages and supports research work by giving sponsorships and incentives. Faculty members are given special leave and monetary support if their research work is accepted for publication with impact factors.

c) Forty eight papers are published by the members of faculty in national and international conferences/journals.

d) Five faculty members are pursuing their Ph.D. in their specialized subjects. The College has also organized faculty development program (FDP) for the members of the faculty in Research Methodology.

e) A national conference on “Media: Society & Culture” was organized by the college. Forty research papers were
presented in the conference by faculty members, research scholars and students. The conference souvenir is being published with the ISBN number.

f) The College has collaboration with many organizations for imparting knowledge to the students, resource sharing and for carrying out research work. The College has also signed MoUs with the media industries as well as other institutions for promoting research. All collaborations have enriched the knowledge of our students in multidisciplinary domains.

Challenges

The College is in the process to get permanent affiliation by Dr. BAMU, NAAC and other related accreditation to establish research centers. Though three faculty members of this College are acting as research guides for Ph.D., yet the College does not have an independent research center.

Criterion-IV: Infrastructure and Learning Resources:-

Unique features of Infrastructure and Learning Resources

a) The College has ample infrastructure as required for the course of electronic media to conduct all types of curricular, co-curricular and extracurricular activities. The College, with its gross build up area of 1945.15 sq m., is located in approximately 72 acres of serene and green MGM campus in the heart of the city.

b) It has well equipped studios, cameras, recording studio, computer laboratories, library with all the modern e-amenities, auditorium, seminar halls, common areas and class rooms equipped with modern ICT tools for intense
learning. The College avails the impeccable and state of the art Rukmini auditorium where 1200 people can assemble for any central activity.

c) The Colleges library is built-up in an area with the facility of reading room. A separate reference library is also available to cater the requirements of researches and project-works conducted by students and faculty.

d) Library with their constant up-gradation in the form of the purchase of updated versions of books ensure quality of material available.

e) Boys and girls hostels with canteens, spacious playgrounds, gymnasium and swimming pool are available.

f) The College makes adequate budgetary provisions for the up-gradation of infrastructural facilities including housekeeping, maintenance of buildings, plants, lawns, flower beds and security.

Best Practices

a) With its emphasis on an ever evolving academic system, the College is positively active towards the requirements of the students coming from interiors of Marathwada, one of the neglected regions with respect to social and economic development.

b) The MGM trust has created ample infrastructure to bring the educational complex to world class standards.

Challenges

Due to space constraints, the staff cannot be provided with residential quarters within the campus.
Criterion-V: Student Support and Progression

Unique Features of Student Support and Progression

a) The students are the primary stakeholders of the College. Policies of the College are based on the mission and vision of the Trust and commitment of the College is towards students and all other stakeholders.

b) The College provides facilities for the benefit of students like language skill development, computer literacy, general awareness, communication and soft skill training, etiquette training and TPO’s assistance.

c) Review of results and activities is carried out to see congruence between the institutional commitment and the actual achievements.

d) Counseling services are made available to the students in various forms, such as in academics and behavioral aspects to improve their performance in studies as well as in soft skills. Academic and personal counseling is provided by GFM as well as other faculty members.

e) Different committees are established for the welfare and involvement of students such as Student Council, Grievance Redressal Committee, Anti-ragging Committee, Anti Sexual Harassment Cell (Vishakha Committee), Placement Committee, Housekeeping Committee, Alumni committee and so on.

f) The College provides sports facilities for the indoor and outdoor games.
g) The College supports activities conducted during academic session such as cultural activities and competitions at local, state or national level.

Best Practices

a) Providing maximum encouragement and assistance to students for excellent performance in academic as well as in co-curricular and extracurricular activities.

b) Student profiles updated and reviewed regularly in each semester.

c) Enthusiastic participation in sports and cultural activities.

Challenges

Most of the students in this College belong to rural background and from vernacular medium. Students with lower language level, less competent to English language and many are not capable to operate computers freely are also admitted. They find it difficult to cope up with the teaching. The difference of level among students is very wide.

Criterion-VI: Governance, Leadership and Management

Unique Features in Governance, Leadership and Management

a) MGM Trust and the Local Governing Council represent top governance and leadership entities of the College. The Principal as the head of the College is responsible for academic administration, management and improvement of assets and financial resources of the institution. Governance
is based on participative, goal and value-oriented principles towards imparting and creating knowledge. As provided in the MGM CJMC rules, the following authorities are constituted:

i. Local Governing Council
ii. Academic Committee
iii. Research Committee

b) The College ensures:

i. Academic excellence with the support from its Academic Committee, and various committees as ingrained in the vision and mission of the College.

ii. Measures taken by the College for attracting and retaining eminent faculty.

iii. Welfare schemes given by the College to the teaching and non-teaching staff.

iv. Quality upgradation of its employees, both teaching and non-teaching staff who are encouraged to participate in training programs / Seminars / Conferences by granting leave and financial assistance.

v. The College has developed an effective performance appraisal system both for teaching and non-teaching staff. It includes self-appraisal, peer appraisal and appraisal by the Principal.

vi. Tie up with media industry and media industrial organizations.

vii. Student-centric functioning of the College and activities.
Best Practices

a) Well defined vision and mission statements that support a well formulated action plan.

b) Definite organizational structure and perspective planning for effective human resource development.

c) Decentralization of responsibilities by forming various committees for smooth and effective administration.

d) Effective audit mechanism by internal and external auditors.

e) Good governance, responsible administration with accountability, responsive staff, least bureaucracy and commitment to welfare and growth of all stakeholders.

Challenges:

Enhancing the leadership qualities in the junior staff for their personal development and involving them in research based activities.

Criteria-VII: Innovations and Best Practices

Unique Features of Innovations and Best Practices

a) Innovation is the crux of overall development and success of any college. To nurture this, College promotes innovations in the Teaching-Learning as well as in administrative processes. The College always strives to adopt best practices in teaching-learning process to impart quality education to the students. There are many
innovations and best practices implemented in the College.
Some of the innovations are:

i. Very comprehensive and fair system to award internal marks which is transparent and relevant to assessment of graduate attributes.

ii. In addition to curriculum of the university the College has designed value addition capsules of general awareness, language skill, aptitude tests, technical tests, communication & soft skills, TPO’s guidance and sports activity aimed at grooming of the students.

iii. Inter-College co-operation in the MGM campus where many types of Colleges are available to work on interdisciplinary topics and subjects.

iv. The College organizes educational tours to give students a countrywide media exposure.

b) The College has also implemented best practices which have contributed to achieving the institutional objectives and to the improvement of quality. These are as under:

i. Value addition curriculum to improve skills of the students.

ii. Financial assistance to economically weak students.

iii. Encouraging and sponsoring research related activities.

iv. Relationship and interaction with media industries.

v. Social responsibility of the College.

vi. The College always strives to promote environment consciousness among its stakeholders.

The College has taken many initiatives to make the campus eco-friendly and for energy conservation.
Some of the initiatives are:

1. Tree plantation.
2. Use of CFL bulbs instead of traditional tube lights/bulbs.
3. Solar energy for street lights within the campus.
4. Recycled water for gardening.
5. Creating awareness amongst the students and faculties about PUC checkups.

All these unique features, best practices and challenges mentioned in the Executive Summary are exhaustive. However the College is always ready to adopt the best practices which can lead to benefit students and other stakeholders.
SELF STUDY REPORT

PART- I

INSTITUTIONAL DATA
Profile of the Institution

Mahatma Gandhi Mission Trust was established on 20th December, 1982 with a futuristic vision to provide quality education by creating an academic environment where aspirations of society and students are met fully. Since inception, the Trust has focused on providing health care services, school and higher education with dedication and commitment. Though MGM Trust was established in Nanded, in the course of time it extended its services to Aurangabad, Navi Mumbai and Parbhani in Maharashtra and Noida in UP.

Establishment of a vibrant chain of schools, engineering, architecture, medical, nursing, management, computer science & IT, biotechnology, fine arts and journalism and Mass Communication Institutes stand testimony to the goals enshrined in our motto. MGM has also been instrumental in promoting classical dance and music for art seekers. The Trust has also paid considerable attention to the aspect of promoting sports by converting a vast expanse of land into a sports complex with multiple modern amenities. MGM's lush green and serene campuses are conducive to create a peaceful learning atmosphere.

The recipient of International Environment Trophy, MGM continues its journey, imparting value based services, creating global technocrats, managerial manpower and health care personnel.
About Mahatma Gandhi Mission’s College of Journalism and Mass Communication

Established in 1993, we are a top rated institution in the media teaching and research that helps to shape international media, journalism and communication. We offer a wide range of courses at various levels with postgraduate degrees that range from media industry oriented, practice-based training to more academic degrees. We combine a long-standing record of excellence in teaching and training with an outstanding research portfolio. Quality of our journalism, media and communications research is much more recognizable in media education sectors today. When compared with other institutions our institute provides the students excellent infrastructure, professional faculty and pleasant environment to study in. Our lectures are delivered by a diverse teaching team of established academics and media industry leaders who also regularly contribute expert opinion and commentary about research and topical news events to the national media.

We are also fully committed towards supporting, developing and promoting equality and diversity in all of our practices and activities. We offer an inclusive culture with a range of support services for students with disabilities and learning difficulties.

With increasing opportunities for employment in the media profession, journalism today is a preferred career choice. As an independent institution not affiliated with or
run by any one newspaper or media organization, MGM CJMC is able to maintain wider association within the industry. With assistance from the college placement department, our students have access to most media organizations for employment opportunities. In the past, practically all our graduates have received one or more job offers from media related organizations at attractive salaries.
SECTION B:
PREPARATION OF SELF-STUDY REPORT

1. Profile of the Affiliated / Constituent College

1. Name and Address of the College:

<table>
<thead>
<tr>
<th>Name</th>
<th>Mahatma Gandhi Mission College of Journalism &amp; Mass Communication</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td>N-6, Cidco, Aurangabad.</td>
</tr>
<tr>
<td>City</td>
<td>Aurangabad</td>
</tr>
<tr>
<td>Pin</td>
<td>431003</td>
</tr>
<tr>
<td>State</td>
<td>Maharashtra</td>
</tr>
<tr>
<td>Website</td>
<td><a href="http://www.mgmjournalism.org">www.mgmjournalism.org</a></td>
</tr>
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2. For communication:

<table>
<thead>
<tr>
<th>Designation</th>
<th>Name</th>
<th>Telephone with STD code</th>
<th>Mobile</th>
<th>Fax</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal</td>
<td>Dr. Rekha Shelke</td>
<td>O: 0240-2480490 R: 0240-6601100</td>
<td>08308833898</td>
<td>0240-2431005</td>
<td><a href="mailto:shelkerekha@gmail.com">shelkerekha@gmail.com</a></td>
</tr>
<tr>
<td>Steering Committee Co-coordinator</td>
<td>Dr. Nutan Deshpande</td>
<td>O: 0240-6454162</td>
<td>09960002282</td>
<td>0240-2431005</td>
<td><a href="mailto:nootande@gmail.com">nootande@gmail.com</a></td>
</tr>
<tr>
<td>Steering Committee Assistant Co-coordinator</td>
<td>Kavita Pachchigar/Soni</td>
<td>O: 0240-6454162</td>
<td>08446709907</td>
<td>0240-2431005</td>
<td><a href="mailto:kmsoni45@gmail.com">kmsoni45@gmail.com</a></td>
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3. Status of the Institution:
4. Type of Institution:
   a. By Gender

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   b. By shift.

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5. It is a recognized minority institution?

<table>
<thead>
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<th>Yes</th>
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   If yes specify the minority status (Religious/linguistic/ any other) and provide documentary evidence.

6. Sources of funding:

<table>
<thead>
<tr>
<th>Grant in Aid</th>
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7. a. Date of establishment of the college: 28/10/1993

b. University to which the college is affiliated / or which governs the college (If it is a constituent college):

Dr. Babasaheb Ambedkar Marathwada University, Aurangabad

c. Details of UGC recognition:

<table>
<thead>
<tr>
<th>Under Section</th>
<th>Date, Month &amp; Year</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>2(f)</td>
<td>NA</td>
<td></td>
</tr>
<tr>
<td>12 (B)</td>
<td>NA</td>
<td></td>
</tr>
</tbody>
</table>

(Enclose the Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act)

d. Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.)

<table>
<thead>
<tr>
<th>Under Section/ clause</th>
<th>Recognition/Approval details Institution/Department Programme</th>
<th>Day, Month and Year</th>
<th>Validity</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Not Applicable</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?

| Yes | No | √ |

If yes, has the College applied for availing the autonomous status?
9. Is the college recognized?
   a. by UGC as a College with Potential for Excellence (CPE)?
      | Yes | No | √ |
   If yes, date of recognition: ……NA………. (dd/mm/yyyy)
   b. for its performance by any other governmental agency?
      | Yes | No | √ |
   If yes, Name of the agency ………NA…… and
   Date of recognition: ……………………. (dd/mm/yyyy)

10. Location of the campus and area in sq.mts:
    | Location* | Urban |
    |           | Urban |
    | Campus area in sq. mts. | 1.46 Acre |
    | Built up area in sq. mts. | 1945.53 Sq.Mt |
    (* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.
<pre><code>| Auditorium/seminar complex with infrastructural facilities | √ |
| A) Sports facilities | √ |
</code></pre>
<table>
<thead>
<tr>
<th>Facilities</th>
<th>Available</th>
</tr>
</thead>
<tbody>
<tr>
<td>Play ground</td>
<td>√</td>
</tr>
<tr>
<td>Swimming pool</td>
<td>√</td>
</tr>
<tr>
<td>Gymnasium</td>
<td>√</td>
</tr>
</tbody>
</table>

**B) Hostel**

<table>
<thead>
<tr>
<th>Boys’ hostel</th>
<th>√</th>
</tr>
</thead>
<tbody>
<tr>
<td>i. Number of hostels</td>
<td>01</td>
</tr>
<tr>
<td>ii. Number of inmates</td>
<td>20</td>
</tr>
<tr>
<td>iii. Facilities (mention available facilities)</td>
<td>Canteen, Parking, Wi-fi, Telephone, Security, Reading Room, Mess, CCTV, Emergency Medical, Psychological Counselor, drinking water facility, TV Hall</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Girls hostel</th>
<th>√</th>
</tr>
</thead>
<tbody>
<tr>
<td>i. Number of hostels</td>
<td>01</td>
</tr>
<tr>
<td>ii. Number of inmates</td>
<td>10</td>
</tr>
<tr>
<td>iii. Facilities (mention available facilities)</td>
<td>Canteen, Parking, Wi-fi, Telephone, Security, Reading Room, Mess, CCTV, Emergency Medical, Psychological Counselor, drinking water facility, TV Hall</td>
</tr>
</tbody>
</table>

- Working women’s hostel: No

**I. Number of inmates**

- No

**II. Facilities (mention available facilities)**

- Not Applicable

- Residential facilities for teaching and non-
teaching staff (give numbers available — cadre wise)

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>• Cafeteria</td>
<td>Yes</td>
</tr>
<tr>
<td>• Health centre</td>
<td>Yes</td>
</tr>
</tbody>
</table>

First aid, Inpatient, Outpatient, Emergency care facility, Ambulance……..Yes

Health centre staff –

<table>
<thead>
<tr>
<th>Qualified doctor</th>
<th>Full time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Qualified Nurse</td>
<td>Full time</td>
<td>Part-time</td>
</tr>
</tbody>
</table>

Facilities like banking, post office, book shops ....YES

- Transport facilities to cater to the needs of students and staff ....YES
- Animal house --NA--
- Biological waste disposal --NA--
- Generator or other facility for management/regulation of electricity and voltage ...YES
- Solid Waste Management facility …YES
- Waste water management …YES
- Water harvesting …YES

12. Details of programmes offered by the college (Give data for current academic year)
<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Programme Level</th>
<th>Name of the programme/course</th>
<th>Duration</th>
<th>Entry Qualification</th>
<th>Medium of Instruction</th>
<th>Sanctioned / approved student strength</th>
<th>No. of students admitted</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>Under Graduate</td>
<td>BA (MCJ)</td>
<td>3 yrs</td>
<td>12th</td>
<td>Marathi/English</td>
<td>40+10</td>
<td>43</td>
</tr>
<tr>
<td></td>
<td></td>
<td>BA (IJ)</td>
<td>3 yrs</td>
<td>12th</td>
<td>English</td>
<td>60</td>
<td>35</td>
</tr>
<tr>
<td>02</td>
<td>Post-Graduate</td>
<td>MA (MCJ)</td>
<td>2 yrs</td>
<td>Any Graduate</td>
<td>English/Marathi/Hindi</td>
<td>60</td>
<td>50</td>
</tr>
<tr>
<td>03</td>
<td>Certificate Course</td>
<td>Radio Jockey</td>
<td>2 months</td>
<td>10th</td>
<td>English/Marathi/Hindi</td>
<td>20</td>
<td>16</td>
</tr>
<tr>
<td>04</td>
<td>Certificate Course</td>
<td>Digital Camera photography</td>
<td>90 Hrs</td>
<td>8th</td>
<td>English</td>
<td>30</td>
<td>Approved by Govt of Maharashtra</td>
</tr>
<tr>
<td>05</td>
<td>Certificate Course</td>
<td>Videography</td>
<td>90 Hrs</td>
<td>8th</td>
<td>English</td>
<td>30</td>
<td>Approved by Govt of Maharashtra</td>
</tr>
<tr>
<td>06</td>
<td>Certificate Course</td>
<td>Mass Communication</td>
<td>180 Hrs</td>
<td>10th</td>
<td>English</td>
<td>30</td>
<td>Approved by Govt of Maharashtra</td>
</tr>
<tr>
<td>07</td>
<td>Certificate Course</td>
<td>Digital Audio Recording</td>
<td>200 Hrs</td>
<td>10th</td>
<td>English</td>
<td>30</td>
<td>Approved by Govt of Maharashtra</td>
</tr>
<tr>
<td>08</td>
<td>Certificate Course</td>
<td>Assistant video editor</td>
<td>450 Hrs</td>
<td>10th</td>
<td>English</td>
<td>30</td>
<td>Approved by Govt of Maharashtra</td>
</tr>
<tr>
<td>09</td>
<td>Certificate Course</td>
<td>Foreign language (Russian &amp; German)</td>
<td>03 Months</td>
<td>10th</td>
<td>English</td>
<td>40</td>
<td>As per Batches</td>
</tr>
<tr>
<td></td>
<td>Certificate Course</td>
<td>Special course on introduction of Indian Constitution</td>
<td>24 Days (Sundays only)</td>
<td>10&lt;sup&gt;th&lt;/sup&gt;</td>
<td>Marathi</td>
<td>50</td>
<td>As per Batches</td>
</tr>
<tr>
<td>---</td>
<td>-------------------</td>
<td>------------------------------------------------------</td>
<td>------------------------</td>
<td>----------------</td>
<td>---------</td>
<td>----</td>
<td>----------------</td>
</tr>
<tr>
<td>10</td>
<td>Certificate Course</td>
<td>Special course on introduction of Indian Constitution</td>
<td>24 Days (Sundays only)</td>
<td>10&lt;sup&gt;th&lt;/sup&gt;</td>
<td>Marathi</td>
<td>50</td>
<td>As per Batches</td>
</tr>
<tr>
<td>11</td>
<td>Certificate Course</td>
<td>Gandhian Thoughts</td>
<td>04 Hours</td>
<td>10&lt;sup&gt;th&lt;/sup&gt;</td>
<td>Marathi</td>
<td>60</td>
<td>As per Batches</td>
</tr>
<tr>
<td>12</td>
<td>Certificate Course</td>
<td>Certificate course on Environmental Journalism</td>
<td>03 Months (Sundays Only)</td>
<td>12&lt;sup&gt;th&lt;/sup&gt;</td>
<td>English</td>
<td>40</td>
<td>As per Batches</td>
</tr>
</tbody>
</table>

13. Does the college offer self-financed Programmes?

| Yes | √ | No |

If yes, how many? **Seven**

Refer Table in point 12. Above mentioned

14. New programmes introduced in the college during the last five years if any?

| Yes | √ | No | Number | Nil |

15. List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)
<table>
<thead>
<tr>
<th>Faculty</th>
<th>Departments (eg. Physics, Botany, History etc.)</th>
<th>UG</th>
<th>PG</th>
<th>Research</th>
</tr>
</thead>
<tbody>
<tr>
<td>Science</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>Arts</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>Commerce</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>Any Other (Specify)</td>
<td>---</td>
<td>BA(MCJ)</td>
<td>MA(MCJ)</td>
<td>---</td>
</tr>
<tr>
<td></td>
<td></td>
<td>BA(IJ)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

16. Number of Programmes offered under (Programme means a degree course like BA, BSc, MA, and M.Com…)

   a) annual system -
   a) semester system - BA(MCJ)/BA(IJ)/MA(MCJ)
   b) trimester system -

17. Number of Programmes with

   a) Choice Based Credit System - 01
   b) Inter/Multidisciplinary Approach - --
   c) Any other (specify and provide details) - 07

18. Does the college offer UG and/or PG programmes in Teacher Education?

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
<th>√</th>
</tr>
</thead>
</table>

   a) Year of Introduction of the programme(s)………………
   (dd/mm/yyyy) and number of batches that completed the programme …NIL
b) NCTE recognition details (if applicable)
   Notification No.: ............ NA............................
   Date: (dd/mm/yyyy)
   Validity:.............................

c) Is the institution opting for assessment and accreditation of Teacher Education?
   Programme separately?

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
<th>✓</th>
</tr>
</thead>
</table>

19. Does the college offer UG or PG programme in Physical Education?

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
<th>✓</th>
</tr>
</thead>
</table>

If yes,

a. Year of Introduction of the programme(s)......NA.............
   (dd/mm/yyyy) and number of batches that completed the programme  NIL

b. NCTE recognition details (if applicable)    NA
   Notification No.: ...........................................
   Date: ........................................ (dd/mm/yyyy)
   Validity:.........................
c. Is the institution opting for assessment and accreditation of Physical Education Programme separately?

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
<th>No</th>
<th>✓</th>
</tr>
</thead>
</table>

20. Number of teaching and non-teaching positions in the Institution

<table>
<thead>
<tr>
<th>Position</th>
<th>Teaching faculty</th>
<th>Non Teaching staff</th>
<th>Technical staff</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Professor</td>
<td>Associate Professor</td>
<td>Assistant Professor</td>
</tr>
<tr>
<td></td>
<td>M    F</td>
<td>M    F</td>
<td>M    F</td>
</tr>
<tr>
<td>Sanctioned by the UGC/University/State Government Recruited</td>
<td>---- ----</td>
<td>---- 01 01</td>
<td>01 01 ---- ----</td>
</tr>
<tr>
<td>Yet to recruit</td>
<td>------ ------ 01 01 01</td>
<td>------ ----</td>
<td></td>
</tr>
<tr>
<td>Sanctioned by the Management/society or other authorized bodies Recruited</td>
<td>01 --- 03 01 02 03</td>
<td>01 ----</td>
<td></td>
</tr>
<tr>
<td>Yet to recruit</td>
<td>---</td>
<td>---</td>
<td></td>
</tr>
</tbody>
</table>

Total Non teaching staff: 07

21. Qualification of the teaching staff
<table>
<thead>
<tr>
<th>Highest Qualification</th>
<th>Professor</th>
<th>Associate Professor</th>
<th>Assistant Professor</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Male</td>
<td>Female</td>
<td>Male</td>
<td>Female</td>
</tr>
<tr>
<td>D.Sc./D.Litt</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ph.D</td>
<td>01</td>
<td>02</td>
<td>03</td>
<td></td>
</tr>
<tr>
<td>Net-Set</td>
<td>01</td>
<td>01</td>
<td>02</td>
<td></td>
</tr>
<tr>
<td>M.Phil.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PG</td>
<td></td>
<td></td>
<td>01</td>
<td>01</td>
</tr>
</tbody>
</table>

Temporary teachers

<table>
<thead>
<tr>
<th>Highest Qualification</th>
<th>Professor</th>
<th>Associate Professor</th>
<th>Assistant Professor</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Male</td>
<td>Female</td>
<td>Male</td>
<td>Female</td>
</tr>
<tr>
<td>Ph.D</td>
<td>01</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Net-Set</td>
<td></td>
<td>02</td>
<td>02</td>
<td></td>
</tr>
<tr>
<td>M.Phil.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PG</td>
<td></td>
<td></td>
<td>09</td>
<td>09</td>
</tr>
</tbody>
</table>

Part-Time teachers

<table>
<thead>
<tr>
<th>Highest Qualification</th>
<th>Professor</th>
<th>Associate Professor</th>
<th>Assistant Professor</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ph.D</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Net-Set</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>M.Phil.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PG</td>
<td></td>
<td></td>
<td>07</td>
<td>07</td>
</tr>
</tbody>
</table>

22. Number of Visiting Faculty/Guest Faculty engaged with the College. 15

23. Furnish the number of the students admitted to the college during the last four academic years.
## Course: MA MCJ

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Academic Year</th>
<th>Total No. of Admissions</th>
<th>No. of Boys</th>
<th>No. of Girls</th>
<th>OPE N</th>
<th>S.C.</th>
<th>OBC</th>
<th>NT</th>
<th>SBC</th>
<th>ST</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>2011-12</td>
<td>42</td>
<td>33</td>
<td>09</td>
<td>31</td>
<td>08</td>
<td>02</td>
<td>----</td>
<td>----</td>
<td>----</td>
</tr>
<tr>
<td>2.</td>
<td>2012-13</td>
<td>29</td>
<td>24</td>
<td>05</td>
<td>12</td>
<td>06</td>
<td>05</td>
<td>06</td>
<td>----</td>
<td>----</td>
</tr>
<tr>
<td>3.</td>
<td>2013-14</td>
<td>47</td>
<td>38</td>
<td>09</td>
<td>19</td>
<td>17</td>
<td>06</td>
<td>04</td>
<td>----</td>
<td>----</td>
</tr>
<tr>
<td>4.</td>
<td>2014-15</td>
<td>33</td>
<td>26</td>
<td>07</td>
<td>18</td>
<td>05</td>
<td>05</td>
<td>05</td>
<td>----</td>
<td>----</td>
</tr>
<tr>
<td>5.</td>
<td>2015-16</td>
<td>49</td>
<td>41</td>
<td>08</td>
<td>23</td>
<td>07</td>
<td>08</td>
<td>11</td>
<td>----</td>
<td>----</td>
</tr>
<tr>
<td>6.</td>
<td>2016-17</td>
<td>50</td>
<td>30</td>
<td>20</td>
<td>35</td>
<td>04</td>
<td>05</td>
<td>03</td>
<td>----</td>
<td>----</td>
</tr>
</tbody>
</table>

## Course Name: B.A. (MCJ)

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Academic Year</th>
<th>Total No. of Admissions</th>
<th>No. of Boys</th>
<th>No. of Girls</th>
<th>OPEN</th>
<th>S.C.</th>
<th>OBC</th>
<th>NT</th>
<th>SBC</th>
<th>ST</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>2012-13</td>
<td>20</td>
<td>13</td>
<td>07</td>
<td>12</td>
<td>04</td>
<td>02</td>
<td>02</td>
<td>----</td>
<td>----</td>
</tr>
<tr>
<td>2.</td>
<td>2013-14</td>
<td>28</td>
<td>17</td>
<td>11</td>
<td>07</td>
<td>09</td>
<td>07</td>
<td>04</td>
<td>----</td>
<td>01</td>
</tr>
<tr>
<td>3.</td>
<td>2014-15</td>
<td>32</td>
<td>25</td>
<td>07</td>
<td>12</td>
<td>05</td>
<td>03</td>
<td>10</td>
<td>01</td>
<td>01</td>
</tr>
<tr>
<td>4.</td>
<td>2015-16</td>
<td>35</td>
<td>28</td>
<td>07</td>
<td>20</td>
<td>06</td>
<td>06</td>
<td>03</td>
<td>----</td>
<td>----</td>
</tr>
<tr>
<td>5.</td>
<td>2016-17</td>
<td>43</td>
<td>33</td>
<td>10</td>
<td>22</td>
<td>08</td>
<td>08</td>
<td>----</td>
<td>01</td>
<td>----</td>
</tr>
</tbody>
</table>
Course Name: B.A. (IJ)

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Academic Year</th>
<th>Total No. of Admissions</th>
<th>No. of Boys</th>
<th>No. of Girls</th>
<th>OPEN</th>
<th>S.C.</th>
<th>OBC</th>
<th>NT</th>
<th>SBC</th>
<th>ST</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>2011-12</td>
<td>05</td>
<td>02</td>
<td>03</td>
<td>05</td>
<td>-----</td>
<td>-----</td>
<td>----</td>
<td>-----</td>
<td>----</td>
</tr>
<tr>
<td>2.</td>
<td>2012-13</td>
<td>-----</td>
<td>-----</td>
<td>-----</td>
<td>-----</td>
<td>-----</td>
<td>-----</td>
<td>----</td>
<td>-----</td>
<td>----</td>
</tr>
<tr>
<td>3.</td>
<td>2013-14</td>
<td>10</td>
<td>02</td>
<td>08</td>
<td>07</td>
<td>02</td>
<td>01</td>
<td>----</td>
<td>-----</td>
<td>----</td>
</tr>
<tr>
<td>4.</td>
<td>2014-15</td>
<td>22</td>
<td>08</td>
<td>14</td>
<td>17</td>
<td>-----</td>
<td>03</td>
<td>02</td>
<td>----</td>
<td>----</td>
</tr>
<tr>
<td>5.</td>
<td>2015-16</td>
<td>27</td>
<td>17</td>
<td>10</td>
<td>15</td>
<td>03</td>
<td>06</td>
<td>03</td>
<td>----</td>
<td>----</td>
</tr>
<tr>
<td>6.</td>
<td>2016-17</td>
<td>35</td>
<td>20</td>
<td>15</td>
<td>32</td>
<td>-----</td>
<td>02</td>
<td>01</td>
<td>----</td>
<td>----</td>
</tr>
</tbody>
</table>

24. Details on students enrollment in the college during the current academic year:

<table>
<thead>
<tr>
<th>Type of students</th>
<th>UG</th>
<th>PG</th>
<th>M. Phil.</th>
<th>Ph.D.</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students from the same state where the college is located</td>
<td>85</td>
<td>50</td>
<td>-----</td>
<td>-----</td>
<td>135</td>
</tr>
<tr>
<td>Students from other states of India</td>
<td>03</td>
<td>00</td>
<td>00</td>
<td>00</td>
<td>03</td>
</tr>
<tr>
<td>NRI students</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>Foreign students</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>Total</td>
<td>88</td>
<td>50</td>
<td>---</td>
<td>---</td>
<td>138</td>
</tr>
</tbody>
</table>

25. Dropout rate in UG and PG (average of the last two batches)

<table>
<thead>
<tr>
<th></th>
<th>UG</th>
<th>PG</th>
</tr>
</thead>
<tbody>
<tr>
<td>UG</td>
<td>14</td>
<td></td>
</tr>
<tr>
<td>PG</td>
<td></td>
<td>14</td>
</tr>
</tbody>
</table>
26. Unit Cost of Education

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

(a) Including the salary component  Rs. 16,491=00

(b) Excluding the salary component  Rs. 5608=00

27. Does the college offer any programme/s in distance education mode (DEP)?

| Yes | No | ✓ |

If yes,

a) is it a registered centre for offering distance education programmes of another University

| Yes | No | ✓ |

b) Name of the University which has granted such registration.

28. Provide Teacher-student ratio for each of the programme/course offered

29. Is the college applying for Accreditation?
Re-Assessment:

*(Cycle 1 refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re-accreditation)*

30. Date of accreditation* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only)

<table>
<thead>
<tr>
<th>Cycle 1</th>
<th>√</th>
<th>Cycle 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cycle 3</td>
<td></td>
<td>Cycle 4</td>
</tr>
</tbody>
</table>

Cycle1:  (dd/mm/yyyy) Accreditation Outcome/Result
Cycle2:  (dd/mm/yyyy) Accreditation Outcome/Result
Cycle 3: (dd/mm/yyyy) Accreditation Outcome/Result

* Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.

31. Number of working days during the last academic year. **230 Days**

32. Number of teaching days during the last academic year **190 Days**

*Teaching days means days on which lectures were engaged excluding the examination days*

33. Date of establishment of Internal Quality Assurance Cell (IQAC)

........................ (dd/mm/yyyy)

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC. **Not Applicable**

AQAR (i) ........................ (dd/mm/yyyy)
35. Any other relevant data (not covered above) the college would like to include. (Do not include explanatory/descriptive information)
SSR PART- II Criterion wise Inputs

Criterion I: Curricular Aspects
Criterion I: Curricular Aspects

1.1 Curriculum Planning and Implementation

1.1.1 State the vision, mission and objectives of the institution and describe how these are communicated to the students, teachers, staff and other stakeholders.

Vision:

- The vision of CJMC is to offer the young aspiring media professionals, where they can develop comprehensive and critical awareness of diverse communication and media environments.

- We give the fundamental journalistic values of accuracy, accountability, fairness and we are a trailblazer in using digital and multimedia technologies in dynamic storytelling.

- It prepares our students for success in today's exciting and innovative journalism landscape and develops the skills and confidence to rise to the top of today's demanding news and media dependent professions.

a) Mission:

- To provide excellence in education on fundamental concepts, values and skills in journalism.

- To develop awareness and understanding of ethical and legal implications of media

- To imbibe social responsibility in preparing students for leadership rules in journalism.
• To encourage research activities related to media and student.

• Constant interaction with media industry and professional associations who understands the contemporary trends in media education and carry out adaptation.

  Use feedback and guidance of students, parents and the alumni for continual improvement.

b) Quality Policy:

To reach excellence in media education both in theory & practice is the quality policy of the college. MGM College of Journalism and Mass Communication shall strive to offer education with current knowledge and techniques in the field of Journalism and Mass Communication to its students through continual improvement of processes and facilities.

c) Quality Objectives

  i. To achieve more than 90 percent passing percentage in the final university examination results and continually to improve till the achievement of 100% passing percentage.

  ii. Ensuring placement of at least 75 % students from MA (MCJ) and then increase of 5% every year.

  iii. To prepare quality manpower both for print and electronic media as well as for new media.

d) Mission and Vision are communicated to stakeholders by different ways and means as:
i. Vision and Mission statements are intimated to new students and staff at the time of admission, during session orientation and during interaction.

ii. Vision and Mission statement has displayed on the college website (www.mgmjournalism.org), prospectus and publications.

iii. Pamphlets.

iv. Display Boards are also placed at the entrance of the college.

v. Students Council Meetings.

vi. Teacher Parent Meets.

vii. Student Conduction program

viii. Different Media events.

ix. By publishing articles in the newspapers, updates on social networking sites and by the use of local television channel and private radio stations we inform our students.

x. Campus Placement Activity.

xi. Alumni Association Activities, Alumni Association Meetings.

1.1.2 How does the College develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).

Curriculum of the college is run through structures planning and implementation. Following steps are taken for effective implementation of curriculum:

a) Academic Calendar is made in the beginning of the year and teaching schedule is prepared accordingly.
b) Subject preference is taken from faculty members in subject preference sheet.

c) Subjects are allotted to the faculties as per area of specialization, past experience with that subject, industrial experience if any, result of the same subject in past, (if taught by the same faculty), the way subject was taught by the faculty in past and activities conducted by the faculty in that subject and finally subjects are allotted.

d) Preparation of course plan in a structured, predesigned format by the members of the faculty.

e) Discussion of the course plan with Course Coordinator and faculties.

f) Course plan is approved by Course Coordinator and finally by Principal

g) Teaching plan is prepared with the purpose of theory and practical based learning, use of e-resources, spot tests, group activities, class tests etc.

h) Syllabus and Course Plan is also discussed with the students at the beginning of the semester only by conducting subject orientation.

i) Subjects are taught as per the Course plan and record is maintained properly.

j) Course plan is reviewed by Principal monthly and signed after the completion of course.

k) Feedback is taken from the students about individual subjects and action plan is prepared as per the feedback for further improvement.

l) Schedule is planned and implemented very systematically. Action plan and deployment curriculum are given below:
• Tutorials - Students make tutorials such as News reporting, article writing and feature for print media.
• Survey - Student submitted their survey on electronic and print media which showcases the influence of proper media.
• Documentary making - Audio documentaries are produced and are used as documentation for various important subjects.
• Video documentary is a special project for electronic media
• Pagination project – Practical based lectures are conducted for pagination and students make their project.
• Dissertation – Dissertation is a research activity.
• Workshops
• Seminars
• Study Tour
• Media visits
• Camera workshops/ training
• Editing software training
• English translation lecture
• Proof reading workshop
• Media professionals meeting
• National Service Scheme
• Internship Projects
• Club Activity – Chitrpat Chawadi
• Faculty Development program
• Gandhian Thoughts
• Moral & Ethical Values
• Sports
• Collection of clipping file
Deployment of Curriculum

- Sports
- Moral & Ethical values
- Gandhi Thoughts
- Faculty Dev. Program
- Club Activity
- Internship Projects
- Media Professionals Meeting
- NSS
- Reference Library
- Tutorials
- Survey
- Documentary Making
- Pagination Project
- Dissertation
- Workshops
- Seminars
- Study Tour
- Media Visits
- Camera Workshop/Training
- Editing Workshop/Training
- Translation Technique
- Proof Reading Workshop
1.1.3 What type of support do the teachers receive from Institution for effectively translating the curriculum and improving teaching practices?

For effectively translating the curriculum and improving teaching practices faculty members get the following support from the Institution as:

a) **Faculty Development Programmes:** Faculty Development Programmes are organised by the college according to current trends and practices in media industry. Faculties are also nominated to attend FDPs arranged by other institutions inside and outside the campus.

b) **Teachers are deputed** to attend orientation and refresher courses organised by academic staff college of Dr. Babasaheb Ambedkar Marathwada University, Aurangabad and also by other universities such as Devi Ahilya University & Kushabhau Thakre University, Raipur.

c) **Workshops and Seminars:** Apart from FDP faculties are also nominated to attend Workshops and Seminars conducted by other colleges and university including college of national repute. Seminars and Workshops which are having relevance with academics, current media practices, etc. are selected specially for nomination of faculty members.

d) **Visit to Leading Educational Institutes:** Faculties are also motivated to visit leading educational Institutes to learn the excellent practices adopted by them. Faculties are also nominated to attend certain Workshops, Seminars organised by colleges as MICA, Ahmedabad, Asian College.
of Journalism, Chennai, Kushabhau Thakre patrkarita Vishw vidyalay, Raipur and Jamia Milliya Islamiya University, NIOS at New Delhi etc.

e) **Financial Assistance:** - Members of the faculty are granted financial assistance by the college to attend National & international Seminars, Workshops and FDPs.

f) **Research Conferences:** - Faculties are also encouraged to participate in research conferences by presenting research papers. Conferences based on communication media always help faculty members in effective implementation of curriculum.

g) **Induction Training of New Faculty Members:** - New faculty members are put through induction to make them aware of the teaching learning practices, routine and culture of the college.

h) **Bridge courses are organised for newly admitted rural students.**

i) Every year the semester is initiated by conducting the special induction lecture by faculty member.

j) **Excellent Infrastructure and Teaching Facilities:** - CJMC is having excellent infrastructure in the form of smart class rooms for making teaching more comprehensive and effective using ICT tools. Sufficient number of well equipped class rooms are available for compulsory and specialized subjects. Separate PC is offered to each faculty member which is equipped with multimedia, software and all time internet facility to make teaching more interesting and comprehensive. There are 5 projectors in the college.
k) **Reference Library Support** - Apart from exceptional infrastructure, college also offers excellent library support to faculty members. Separate library is available with more than 5000 books. Latest National and International journals are also available in the library. Separate reference library is also available for faculty members equipped with reference books, journals and multimedia PCs for better access to e-resources.

l) **Academic Meetings** - Academic meetings are conducted by Principal on monthly basis to discuss coverage of syllabus, activities done in class, problems faced by faculty members while teaching and new methodologies of teaching so that improvements in teaching can be carried out.

m) **Reprographic facilities.** In house reprographic facilities are available for faculty members to have photocopy of case studies, class tests, work books etc.

Academic lecture is organised for faculty club twice in a month regularly by experts

1.1.4 **Specify the initiatives taken up or contribution made by the college for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other Statutory Agency.**

Details of the initiatives taken by the College to make the curriculum delivery more effective are given below:
a) Complete course plan is prepared by each faculty members mentioning all the details like internal Tests, Work Books, Class Activities, and Open Book Tests etc. before commencement of session. Day wise schedule is mentioned in the course plan for the entire semester, which is meticulously implemented by the faculty members. This practice really makes the subject delivery very effective and structured.

b) To minimize the gap between theory and practice, the College organises in and out of the town media visits every year separately for BA (MCJ), BA (IJ) and MA (MCJ) students. Media Visits to Daily Lokmat, Daily Lokpatra, Daily Sakal, Maharashtra Times, Punyanagari etc. are organised. Radio broadcasting is also a core subject, so student visit Akashwani and private F.M.Stations etc. Media tours are arranged and planned every year aiming to enhance the understanding of students.

c) Guest lectures, Seminars are also organised for both students and faculties with the objective of updating them with current practices.

d) Summer Internship Projects and Project Study are also conducted by college for students. Students get experience of reporting, editing and other media related skills. It enhances practical exposure of student on one side and also fulfils the norms of actual practical work in media Industry. Such projects make the learning more meaningful, comprehensive and viable.
e) Latest tools of ICT have been provided for effective teaching learning process.

f) ERP is available to monitor the progress of coverage.

g) Library is equipped to cater for the needs of latest material.

The college has always provided best environment for student and staff which include the following:

1) The university organizes workshops and seminars for implementation of new courses.

2) Regular counseling of teachers is arranged.

3) Teachers are deputed for orientation and refreshers courses regularly.

4) College organises field visit and interaction with print and electronic media.

5) Every teacher has prepared presentations on relevant subjects.

6) Well staked library with media books, relevant journals, periodicals, magazine.

7) Audio video CDs & DVDs.

8) Well equipped Multimedia studio.

9) Students are included in the Earn & Learn scheme of CJMC.

10) We are planning ERP software form the 2017-18 years.

11) We are planning to enter into MoUs & Tie-ups with newspapers like Daily Lokmat, Lokpatra and other media colleges/ institutions.
1.1.5 How does the institution network and interact with beneficiaries such as industry, Research bodies and the university in effective operationalization of the curriculum?

a) Regular media industry meetings are conducted to understand current needs of the media. Special guest lectures are organised by eminent media experts from various media industry. Regular networking and interaction is arranged with media industry through placement activities. Open campus, campus, off campus interviews are conducted for students’ recruitment. Feedback from recruiters is also taken as guideline for improvement in curricular operationalization and input offered to students. Interview or guest lecture of renowned personalities in the field of social educational sector and government officers once in a month are organised regularly. Various activities are arranged with Aurangabad Patrakar Sangh.

b) Teachers are deputed for attending research programs regularly. Faculty members and students are encouraged to attend, participate in research methodology workshops organised by various institutions or universities. CJMC is in the process of conducting International conference in the coming academic year. Faculty members attended orientation courses, refresher courses and Pre PhD courses at University.

1.1.6 What are the contributions of the institution and/or its staff members to the Development of the curriculum by the
University? (Number of staff members / departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.)

a) Two faculty members have worked as member of board of studies for B.A. MCJ.
b) Dr. Rekha Shelke has worked as a Chairman of Board of studies for the year 2012-13.
c) The faculty members have worked as sub committees for preparing courses.
d) The faculty members have written letters for suggestion and improvements in the courses related to the media studies.
e) Separate workshop for understanding students’ ideas and expectations for improvement of courses was organised and report was sent to University.
f) Faculty interaction programs on courses were organised.
g) Regular parents’ meets are organised to improve feedback and suggestions are given to B.O.S.

1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If “yes’ give details on the process (Needs Assessment, design, development and planning) and the courses for which the curriculum has been develop?

In order to enhance employability of the students CJMC has added some institutional subjects like Translation Techniques, General Awareness, and Aptitude Tests. Many students for BA (MCJ) and MA(MCJ) belong to rural background. Such students face
problems in English, communication and also lack in general awareness of media world. A need was felt to develop these skills and therefore CJMC has designed a syllabus to enhance the employability of such students by teaching subjects like General Awareness, Media Communication and Etiquette. These subjects are also taught by the faculty members along with other subjects by which really improved chances of getting better job to students in the field of Communications and Journalism.

The College has also developed following newly designed courses based both on self financed mode and under the Government aid scheme.

1. Certificate course in Radio Jockey
2. Certificate course in Environmental Journalism.
3. Digital Camera photography
4. Videography
5. Mass Communication
6. Digital Audio Recording
7. Assistant video editor
8. Foreign language (Russian & German)
9. Special course on introduction of Indian Constitution
10. Gandhian Thoughts

1.1.8 How does institution analyze/ensure that the stated objectives of curriculum are achieved in the course of implementation?

1. Regular feedback forms are prepared for students responses.

2. Special feedback session is organised to improve courses.
3. Exhibitions of text books are organised.

4. WallMag made by students displayed in the class.

5. Special issues are published by the college.


1.2 Academic Flexibility

1.2.1 Specifying the goals and objectives give details of the certificate / diploma / skill Development courses etc, offered by the institution.

a) Objectives

i) To develop professional skills as per requirement of media Industry.

ii) To develop the communication skills for students to make them confident.

iii) To develop technical skills for employability.

iv) To enhance soft skills for better career.

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name</th>
<th>Association/ Collaboration</th>
<th>Duration</th>
<th>Objectives</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>Radio Jockey</td>
<td>Self Financed</td>
<td>03 Months</td>
<td>To prepare students for Radio field’s knowledge like voice modulation etc</td>
</tr>
<tr>
<td>02</td>
<td>Digital Camera photography</td>
<td>MSSDS</td>
<td>90 Hrs.</td>
<td>To prepare students for production of videos related to Videography and editing.</td>
</tr>
<tr>
<td>No.</td>
<td>Course</td>
<td>Institution</td>
<td>Duration</td>
<td>Details</td>
</tr>
<tr>
<td>-----</td>
<td>--------------------------------</td>
<td>-------------</td>
<td>-----------</td>
<td>----------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>03</td>
<td>Videography</td>
<td>MSSDS</td>
<td>90 Hrs.</td>
<td>To prepare candidates regarding photography, camera handling, editing etc.</td>
</tr>
<tr>
<td>04</td>
<td>Mass Communication</td>
<td>MSSDS</td>
<td>180 Hrs.</td>
<td>Educating students about media literacy and its practical knowledge.</td>
</tr>
<tr>
<td>05</td>
<td>Digital Audio Recording</td>
<td>MSSDS</td>
<td>200 Hrs.</td>
<td>To equip students with latest technology.</td>
</tr>
<tr>
<td>06</td>
<td>Assistant video editor</td>
<td>MSSDS</td>
<td>450 Hrs.</td>
<td>To prepare candidates regarding Videography and editing etc.</td>
</tr>
<tr>
<td>07</td>
<td>Foreign language (Russian &amp; German)</td>
<td>IFLC</td>
<td>03 Months</td>
<td>To teach students with different foreign languages.</td>
</tr>
<tr>
<td>08</td>
<td>Special course on introduction of Indian Constitution</td>
<td>Bapu Sudha Kaldate Trust</td>
<td>24 Sessions</td>
<td>To educate and aware the students about Indian constitution.</td>
</tr>
<tr>
<td>09</td>
<td>Gandhian Thoughts</td>
<td>Self Finance</td>
<td>04 Hours</td>
<td>To inform and educate students related to Gandhian Thought of non violence.</td>
</tr>
</tbody>
</table>

1.2.2 Does the institution offer programs that facilitate twinning /dual degree? If yes, give details.

College follows the curriculum prescribed by Dr. BAMU, therefore the twining /dual programs are not available yet.

1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability. Issues may cover the following and beyond: • Range of Core / Elective options offered by the University and those opted by the college • Choice Based Credit System and range of subject options • Courses offered in modular form •
Credit transfer and accumulation facility • Lateral and vertical mobility within and across programmes and courses • Enrichment courses.

a) As per university Direction College provide academic program.
b) As per university syllabus students take elective paper from 1st to 6th semester for B.A.(MCJ) and 1st to 4th semester for M.A.(MCJ)
c) College implemented Choice Based Credit System from 2015.
d) Courses offered in modular form are not applicable to Dr. BAMU.
e) Three year under graduate course B.A. Mass communication and Journalism
f) Two year post graduation course M.A Mass Communication and Journalism.
g) Credit transfer and accumulation facility is not applicable to Dr. BAMU.
h) B.A. International Journalism course is prepared under the guidelines of UNESCO and the university program is adopted by college from 2011-12
i) Lateral and vertical mobility within and across programmes and courses is not applicable at Dr. BAMU for Journalism course.
j) Enrichment courses are available in the college. Radio Jockey, Environmental Journalism Videography Editing, Photography and Mass Communication all are supportive courses for students. It will help for better career and employability.
1.2.4 Does the institution offer self-financed programs? If, yes list them and indicate how they differ from other programs, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.

a) The college is affiliated to Dr. BAMU on Permanent Non-Grant Basis or Un-Aided Basis. All the courses college offers are self financed. They are as follows:

i. Master of Mass Communication and Journalism full time two year course.
ii. B.A Mass Communication and Journalism full time three year degree course.
iii. B.A. International Journalism full time three year degree course.

b) Admission process is conducted as per university guidelines.

c) Curriculum for all courses is implemented as per university.

d) Fees structure is finalized as per university norms.

e) Teachers are appointed as per UGC norms and University rules.

f) Salaries, Honorarium and Remunerations are paid as per Trust and college norms.

1.2.5 Does the college provide additional skill oriented programs, relevant to regional and global employment markets? If, yes provide details of such programme and the beneficiaries.

College offers various skill development activities to its students in order to enhance their employability in regional state level media organisations.
To enhance the student’s skills related to media industry MGM CJMC has started 5 courses under the Pramod Mahajan Kaushalya Vikas va Udhyojita Abhiyan Scheme under Maharashtra State Skill Development Society. Each course has 30 intake capacities.

a) College has deputed its students for to various campus colleges for reporting to the media and looking their social platform activities. The college has assisted all the institutes of the campus for conducting Press conferences and developing news items as well as videos. College also helps for publication of House Journal ‘Gawaksh’.

b) Students cover Videography of all programs organised in the campus.

c) Photography skill is developed through assignments.

d) Students participate in press conference and flourish with Public Relation skills.

e) Photo Club, Film Club, Chitrapat Chawdi, Documentary Club and Community Service Club, Cultural Heritage Club are actively functioning in the college.

1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice; If yes, how does the institution take advantage of such provision for the benefit of students?

The provision for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose
the courses/combination of their choice is not available at Dr. BAMU.

1.3 \textbf{Curriculum Enrichment}

1.3.1 Describe the efforts made by the institution to supplement the University’s Curriculum to ensure that the academic programmes and Institutions goals and objectives are integrated.

MGM College of Journalism and Mass Communication is a leading Institute which offers qualitative media education. The College conducts various activities for enrichment of curriculum. College organised various useful events for to nurture student and to upgrade the knowledge of faculty.

i. Renown Personalities from various field invited by college deliver speech on special topics.

ii. Writing skill workshops enrich the student for writing skill.

iii. Experts from Electronic media invited for workshop.

iv. Renowned Editors and journalists are invited as a guest speaker.

v. Soft skill and communication lectures are planned for student regularly.

vi. Students are motivated for participation in media events held in the city.

vii. Many students are motivated to present their views in various news channel programs and debates.

viii. Every Saturday a special event is organised for college. Discussion, interviews or lecture have been proved to be more effective to develop the knowledge.
ix. Students are motivated by faculty for writing article for magazine and newspaper.

x. Local Media house visits are arranged to understand the work culture of media field.

xi. Every year study tours are organised for journalism students. During this tour students visit Local and National News Channels, Newspaper Offices and Government Public Relation Offices located in various states of the country.

xii. The college also ensures the participation of various Cultural, Social and Sport activities, N.S.S and other programs arranged by the Dr. B.A.M University.

xiii. Students are also motivated by the faculty members to write articles on general topics, Reports, academic articles, etc. The College has its own Research Journal publication 'Media Messenger' (ISSN No. 2455-2046 Bi-Annual), MGM Samwad (Annual publication) and MGM Inspire (Monthly) daily campus activities and news are sent to the media industry by the students.

xiv. Students write articles, features on current political, and social, cultural topics. Students also get for enhancing their writing skills by contributing in the above mentioned publications. Apart from above magazine students and Faculties also help in editing the MGM trusts exclusive publication Gawaksh (a Quarterly Publication).

xv. Students handle Social platforms like Facebook, Whatsapp, Blogs, Twitter and Instagram of various academic institutions to promote their academic activities.
xvi. Students of the CJMC participate in Electronic media talk shows, debates on various topics like private news local, regional and national channels, All India Radio which polishes their professional skills.

xvii. Students of the MGM CJMC are contributing to various print, audio and audio visual industries.

xviii. Media Industrial visits arranged by the College every year separately for BAMCJ, MAMCJ and BA IJ courses.

xix. Continuous interaction with media industry professionals and experts.

1.3.2 What are the efforts made by the institution to enrich and organize the curriculum to enhance the experiences of the students so as to cope with the needs of the dynamic employment market?

Journalism is a practical oriented course so college offers internship at various media industries for its student. As per student’s interest and their skills students are referred for media houses.

The college has initiated remedial classes for weaker section.

The faculty members of the college who have vast experience in respective field are engaged for guidance.

CJMC arranges interactive talks by the social scientists, media experts and renowned writers.

Student feedback is taken in regard to curriculum. Feedback analysis helps to know the expectations of students. Suggestions
and recommendations are prepared on the basis for such feedbacks and implemented immediately. To meet dynamic need of employment markets following initiatives are taken by the College:

a) Vibrant Training and Placement Cell which is working continuously for Training and Placement of students.
b) Club Activities, Film Club (Chitrapat Chawdi), Literature Club, Photography Club, Event Club.
c) Continuous Industry Interaction by Networking with newspapers, FM radio channels and news channels.
d) Depending on the need of media industry specialized training is also offered to students from time to time. The curriculum includes Internship programs.
e) Participation of students in competitions organised by other colleges and institutions. Students are encouraged to participate in competition.

1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?

a) The college organizes the seminars and workshops on environmental issues like climate change and global warming through which student can get Environmental education.
b) Lectures are organised on Gender Issues.
c) ICT is a media related subject so lectures and workshops are arranged for awareness.

d) Student get references for Gender issue from library by the clipping File which is useful for dissertation.

e) A certification course in Information and Computer Tools is run by the College in collaboration with Dr.GY Pathrikar College.

f) NAAM foundation is working for solving the problems of farmers and college is helping them for PR work.

**Gender Issues:** The College organizes Guest Lectures, workshops, role-plays on gender issues.

i) Recently college has conducted one day workshop on issues of women in association with NGO ’Community Development Trust, Mumbai.

ii) A guest lecture series was organised by the college in association with MGM Sakshma for six days on the occasion of Women’s Day on various issues related to women empowerment.

iii) MGM Trust has created an association of women employees of all the Institutes in the campus known as ‘Sakshama’. All the female teaching and non teaching staff members are members of the association. Regular guest lectures, seminars, meetings are conducted by ‘Sakshama’ for women’s empowerment.

iv) On the occasion of International Women’s Day ‘Sakshama’ Awards are given to two successful women.
v) The college also celebrates international Women’s Day on 8th March by felicitation of all women teaching and non-teaching staff members.

vi) College has Women’s Anti Sexual Harassment Committee (‘Vishakha’ Committee). Gender Sensitization workshop is conducted at college for Women Empowerment.

**Climate change:** There is a need to focus on environmental issues which have caused climatic changes. Initiatives taken in this area are as follows:

i) MGM Trust has maintained the lush green campus for reducing the adverse effects of pollution which may cause climatic changes.

ii) Regular plantation activities are conducted by college on the occasion of Varsha mangal Programme on June 15th every year.

iii) MGM CJMC and Daily Divya Marathi jointly organised Tree plantation programme and 4000 planted saplings.

iv) The college has adopted a village, Tembhapuri in Gangapur Tehsil of Aurangabad District. In the year 2016, NSS Unit of the College had organised plantation activity at Tembhapuri in which 1000 saplings were planted by students and faculty members and villagers.

v) MGM Trust has setup a weather reporting station which works online continuously to create awareness regarding climate changes.
Environmental Education:

i) College has started 03 Months (only Sundays) special self financed course on Environmental Journalism to create environmental literacy.

ii) To create the awareness about environment informative boards are displayed in the entire campus.

iii) University Syllabus includes subjects such as Environment and Communication which focuses on awareness creation about environmental issues amongst the students.

iv) The committee for implementing Economy Measures (Water, Electricity & Stationary etc.) works continuously not only for creation of awareness about environment but also for environment conservation initiatives.

v) For conservation of electricity each staff room and class room has a central switch for disconnecting the supply of all the connections in that room. It helps in energy conservation.

vi) MGM CJMC focuses on less use of paper. Entire communication amongst the faculty members is made through institutional emails which reduces paper work.

vii) Rough pages are also used for taking print outs so that paper consumption is reduced.

viii) College conducts guest lecturers for creation of awareness about environment amongst the students. For the same purpose college has organised a guest lecture by Mr. Mark Lindley, well known Environmental
Economist from United States. He discussed environmental and economic challenges in 21st century.

ix) Waste water of the college is also used for watering green areas of the college.

x) Instead of presenting bouquets to guests and visiting faculties saplings are presented to create awareness about the environment.

xi) In the college premises itself compost pit has been created for disposal of institutional garbage which is used as manure for plants. It has also helped to solve the issue of garbage.

**Human Rights:**

Lectures related to human rights are also conducted for creation of awareness amongst the students. Guest lecture of an eminent advocate is organised by the college to sensitize the students regarding human rights.

**Heritage and cultural consciousness**

i) In a view to create awareness and preservation of historical monuments of the city Aurangabad, college has organised “Heritage Run” on the occasion of the foundation day of MGM Trust. (20 December 2016) Around three thousand people participated in the activity across Maharashtra in various categories.

ii) Heritage Committee of the college works in this direction for creation of awareness amongst the students.
iii) During media tours, students also visit heritage sites of the country for creation of awareness. Last year students visited heritage and historical sites of Agra, Delhi and Ajanta.

iv) Cultural programmes are also organised by students during both the semester of the year to enhance the skills and to create awareness about culture and heritage.

vi) Students of CJMC attend special lectures at Mahagami.

1.3.4 What are the various value-added courses/enrichment programmes offered to ensure holistic development of students?

a) Moral and ethical values  
b) Employable and life skills  
c) Better career options  
d) Community orientation.

College is established under Mahatma Gandhi Mission Trust which follows Gandhian principles. So students always follow Gandhian thoughts.

a) **Moral and Ethical Values.**

i. As a part of syllabus moral, ethical values and media professional ethics are taught to the students. They are motivated to act morally and ethically through talks and lectures including guest lectures.

ii. An innovative step is taken by the college in this regard by maintaining a record of students about their moral and ethical behavior in the progress card.
iii. Visits are arranged for Gandhi Teerth Jalgaon where students understand the life history of Mahatma Gandhi and Gandhian philosophy. College has different Gandhian based movies and books collection. Student use to watch the film ‘Road to Sangam’ based on Gandhian Philosophy. College regularly organizes different ethical, social and cultural programs on the occasion of birth anniversaries of national leaders.

iv. College staff organizes and contributes to organize the ethical and moral based programs, seminars and camps like Blood donation camp, Gender equality awareness program, stop corruption campaign, health check up camps. Special activities are run for the families of farmers. Motivational camps, Heritage Run, Marathon etc. are also arranged.

b) Employable and Life Skills.

i) Training and Placement cell is working throughout the year to inculcate employable and life skills by training, placement drives and TPO lectures.

ii) Guest lectures, seminars, business communication, general awareness, aptitude and etiquette classes and mock tests are conducted regularly to enhance employability of students.

iii) Feedback from recruiters and industry is also taken to enhance employability and life skills of the students.

c) Better Career Options

i) The Training and Placement Cell works continuously to add new media houses each year to offer better career options to students.
ii) Guest Lectures, Seminars are also conducted by the College to make the students learn new career opportunities available in their respective fields.

iii) The Training and Placement Cell displays all the career opportunities available to students on the notice board regularly. Career options in Government services are also displayed with which some students have availed opportunities to work in Government Departments. During both the semesters Principal of the College interacts with students making them aware about career opportunities available in advertising agencies, new media, public relation and corporate communication etc.

**Community Orientation:**

Various community oriented activities are conducted by NSS Unit and CSR Committee of the College as follows:

i) The college has adopted a village Tembhapuri in Aurangabad district where tree plantation activity was carried out.

ii) Health Check up camp, Eye check up camp was organised in Pokhri village by the college to examine, identify and solve the health related issues.

iii) Protein food supplements were distributed to patients in MGM Hospital for early recovery.

iv) Students visited to Remand Home at Aurangabad where Drawing competition, Debate competition, storytelling and plays on moral concept were organised to motivate them and encourage about social life.

v) College has also provided concession to the students who belong to draught affected areas.
vi) College has donated One Lakh rupees to NAAM foundation which is helping to the farmer’s victims due to draught.

vii) MGM Trust has provided health care cards to the victim families of 100 farmers from Marathwada region through which they get complete free of cost treatment with medicines.

viii) MGM Trust has also provided 05 Free Seats in its every college to motivate the students who belong to suicidal farmers.

ix) Students performed Street play for Beti bachav campaign and Traffic Awareness Programme.

x) Cleanliness drive of the village was organised by college in Tembhapuri and Pandharpur villages.

xi) College provides its auditorium, Audio-video Lab, Conference rooms, Studios to professional, social and organizational bodies to conduct meeting, seminars and press conferences.

xii) Street play was organised for voter awareness drive at various locations of the Aurangabad City.

xiii) The college has made a documentary film on Helmet Awareness Campaign with the help of Comissionarate of Police. This documentary created awareness in citizens about using the helmet while riding their two wheelers.

xiv) CJMC makes short movies and documentaries on social awareness initiatives like organ donation campaign of the state government.

xv) Dr. Rekha Shelke is appointed as a member in the Organ donation committee by the Maharashtra state government.

xvi) A campaign named “Save Aradhya” was launched by CJMC with the help of My Medical Mantra health based website.

xvii) A Constitution Awareness certificate programme is launched by CJMC with help of Bapusudha Pratishthan.
xviii) To aware about Autism problems documentary was made and newspaper articles were published in various local newspapers of the locality.

xix) Along with Principal the College staff is always active about Gender equality, it also keeps eye on sexual harassment of the women and empowers the girls students in society.

xx) MGM CJMC every year organizes a giant Yoga awareness campaign.

xxi) Padmashree Jadav Payeng who raised a forest on 1400 Acre was invited by the college to motivate about environmental problems.

xxii) A Yoga lecture was organised in local Harsul imprisonment.

xxiii) College has felicitated the 10 senior journalist of the region on the occasion of Marathi Darpan Divas on January 06, 2017.

xxiv) To save the environment, Natural and financial resources MGM CJMC has saved all the documents in soft scanned form which has saved hundreds of papers.

1.3.5 Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

Lectures and workshops have been organised for newly admitted student.

Students are encouraged to submit their feedbacks on curriculum.

MGM CJMC takes regular feedback from stakeholders like students, faculties, parents, industry and alumni to make the curriculum better. Some examples are:
a) A feedback was given by students and faculties whether subject like research methodology should be a part of second semester rather than third semester to Dr. B.A.M University. Same amendment was done by the University in new syllabus which has really enhanced applicability of the subject.

Suggestion was given to make changes in syllabus of few subjects in BA Mass communication and Journalism like basic Computer Application for mass media, Introduction to Audio-visual media-I which was accepted by the Dr. B.A.M University.

b) The CJMC has suggested various updated softwares for editing the audio, video and publishing the news, the same was appreciated by the Dr. B.A.M University.

c) CJMC’s Governing Council had given the suggestion for organizing translation classes for the students. This was appreciated for the same.

d) Parents had requested telephonic calls for attendance of their ward. This has been started.

1.3.6 How does the institution monitor and evaluate the quality of its enrichment Programmes?

a) Feedback is compiled from student as per their requirement. Students give their suggestions and views for programs and events.

b) Meetings are organised for discussion and planning the program with Principal. Faculty member monitor and suggest some special lecture by the expertise. College offers
video shooting for some events and reporting for campus program.
c) The College has Academic Committee comprising of Principal, Academic Coordinator, Course Coordinators and faculty members which ensures the quality of enrichment programs.
d) Feedback from stakeholders is analyzed and corrections are done to maintain and enhance the quality of enrichment programs. Every semester new initiatives are taken to enhance the employability and career opportunities of students.
e) Feedback is taken for every activity from the students.

1.4 Feedback System

1.4.1 What are the contributions of the institution in the design and development of the curriculum prepared by the University?

a) Dr Rekha Shelke is working as a member of board of studies for Journalism at Babasaheb Ambedkar Marathwada University. She attended university meeting and put forward various suggestions. Dr. BAMU has revised B.A. International Journalism syllabus in June 2013. She has served as Chairman in Ad-Hoc Committee in Mass communication and journalism in 2012-13 and as a member in 2010-12.

b) Faculty member actively involved in course design in BA Mass Communication and journalism and paper setting evaluation and moderation of curriculum for journalism
courses related to Dr. B.A.M University. Syllabus of B. A. Mass Communication and Journalism revised in 2014. Faculty members suggest changes and had work for syllabus.

1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If yes, how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programmes? The college has informal feedback system. Student submits their feedback in the college and then college conveys various massages through University by proper channel.

1.4.3 How many new programmes/courses were introduced by the Institution during the Last four years? What was the rationale for introducing new courses/programmes?) Any other relevant information regarding curricular aspects which the college would like to include.

- At the beginning College used to run Bachelor of journalism (BJ) one year degree program after graduation and M.A. Mass communication M.A. (MCJ).
- College started following programs:
  - Three year under graduate course B.A. International Journalism in 2011.
  - Three year under graduate course B.A. Mass communication and Journalism in 2012.
  - Two year Post graduation course M.A. Electronic Media in 2012.
Criterion II:

Teaching – Learning & Evaluation
Criterion II -
Teaching-Learning and Evaluation

2.1 Student Enrolment and Profile

2.1.1 How does the college ensure publicity and transparency in the admission process?

2.1 Student enrolment and profile

The college is affiliated to Babasaheb Ambedkar Marathwada University since its establishment in 1993.

The college operates BA MCJ, BA (International Journalism) and MA MCJ Courses.

The intake capacity of each course is 40 and 60 for B.A MCJ and MA MCJ respectively.

All the seats are filled by conducting entrance examination at college level.

Caste criteria wise seats are filled as per government regulations. Quota for Open, SC, ST and NT category is filled as per Govt. rules. GOI and other Scholarships are provided as per social welfare rules

Admission process is publicized by using the following:

Prospectus- MGM Journalism and mass Communication College publishes its own prospectus annually which displays information
about courses, admission process, faculty, infrastructure and facilities.

**College Website**- College website [www.mgmjournalism.org](http://www.mgmjournalism.org) exhibits detailed information about the college. Vision, Mission, admission process, courses offered seminars and workshops, activities.

**Advertisement in Regional Newspapers.**- All the courses are widely publicized through advertisements in local and regional newspapers.

**FM Radio**- The College advertises for the admission to these courses at local radio stations as well as Local news channel.

**Social Media** is also used for contacting young graduates, CJMC has special Facebook page MGMCJMC which promotes admission process.

Special seminars on media career planning are also arranged.

The college participates in career exhibitions camps.

**Posters**- Admission notification through posters, hoardings and pamphlets at various colleges.

Faculty and students visit various local colleges to inform students and stake holders about courses.

**Pamphlets**- Pamphlets are published and distributed.

**Oral Publicity**- mouth publicity through career counseling and Alumni networking held’s for admission process.
2.1.2 Explain in detail the criteria adopted and process of admission (Ex. I) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance or merit, entrance test and interview (iv) any other) to various programs of the institution.

Entrance test is conducted as per university rules and state government regulations

Weightage is given to students who have media background and professional experience.

80 marks exam is conducted based on general knowledge and current affairs. 10 marks are allotted for professional experience and media background.

10 marks weightages is allotted for group discussion and personal interview.

2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programs offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.

Following are the details of percentage of graduation marks in respect of students admitted at entry level for the year 2016-17:
Following are the details of marks scored in College level CET in MA (MCJ) Course for the year 2016-17

<table>
<thead>
<tr>
<th>Course</th>
<th>MGM's College of Journalism and Mass Communication</th>
<th>Maulana Azad Higher Education, Aurangabad</th>
<th>Vasantrao Kale Patrakarita College, Beed</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016-17</td>
<td>Max Min</td>
<td>Max Min</td>
<td>Max Min</td>
</tr>
<tr>
<td>MA (MCJ)</td>
<td>78.17% 45%</td>
<td>71% 45%</td>
<td>60% 45%</td>
</tr>
</tbody>
</table>

Following are the marks scored at entry level in BA (MCJ) Course for the year 2016-17

<table>
<thead>
<tr>
<th>Course</th>
<th>MGM's College of Journalism and MC</th>
<th>Maulana Azad Higher Education, Aurangabad</th>
<th>Vasantrao Kale Patrakarita College, Beed</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016-17</td>
<td>Max Min</td>
<td>Max Min</td>
<td>Max Min</td>
</tr>
<tr>
<td>MA (MCJ)</td>
<td>74% 45%</td>
<td>65% 35%</td>
<td>65% 40%</td>
</tr>
<tr>
<td>BA (MCJ)</td>
<td>75% 45%</td>
<td>NA NA</td>
<td>60% 35%</td>
</tr>
<tr>
<td>BA (IJ)</td>
<td>90.20% 46%</td>
<td>NA NA</td>
<td>NA NA</td>
</tr>
</tbody>
</table>
2.1.4 Is there a mechanism in the college to review the admission process and student profiles annually? If yes what is the outcome of such an effort and how has it contributed to the improvement of the process?

a) The admission committee takes care to select rich students having bright professional background.
b) The College provides fee concession on admission to meritorious students, which helps to improve the quality of students being admitted.

2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the national commitment to diversity and inclusion.

a) SC/ST
b) OBC
c) Women
d) Differently-able
e) Economically weaker sections
f) Minority Community
g) Any other
i) SC/ST/OBC -
   Reservation policy is applied to all the courses as per the guidelines of the state government. This ensures diversity and inclusiveness during the admission.
ii) Women -

Women & Girls constitute a large proportion of the students seeking admission to the college. All the necessary amenities are provided to them.

iii) Differently able/Economically Weaker Sections -

The college has reserved one seat for differently able students from institution level quota. A number of students from economically weaker section of society are given fee concession as per the merit of the case. Presently 12 economically backward class students have been provided fee waiver.

iv) Minority Community -

Scholarship is given to students from minority community, as per the guidelines of the state government.

v) Any other -

- Drought affected students are given special concession in fees. Trust has a policy to allow concession up to 50% in fees.
- Concession is allowed for wards of employees of the trust.

2.1.6 Provide the following details for various programs offered by the institution during the last four years and comment on the trends i.e. reasons for increase/decrease and actions initiated for improvement.
<table>
<thead>
<tr>
<th>Course</th>
<th>No. of Applications</th>
<th>No. of Students</th>
<th>No. of Applications</th>
<th>No. of Students</th>
<th>No. of Applications</th>
<th>No. of Students</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2014-15</td>
<td>2015-16</td>
<td>2016-17</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MA (MCJ)</td>
<td>48</td>
<td>32</td>
<td>62</td>
<td>49</td>
<td>68</td>
<td>50</td>
</tr>
<tr>
<td>BA (MCJ)</td>
<td>38</td>
<td>32</td>
<td>39</td>
<td>35</td>
<td>58</td>
<td>43</td>
</tr>
<tr>
<td>BA (IJ)</td>
<td>29</td>
<td>22</td>
<td>28</td>
<td>27</td>
<td>44</td>
<td>35</td>
</tr>
</tbody>
</table>

### 2.2 Catering to Student Diversity

#### 2.2.1 How does the institution cater to the needs of differently-able students and ensure adherence to government policies in this regard?

The College is alive to the needs of differently-able students. The College follows the reservation norms, as per the State Government Rules for admission to the differently-able students. Five percent seats are reserved for differently-able students in College level seats. Other facilities for differently-able students are as under:

- **a)** Provide guidance and counseling to differently-able students. Institution has a separate Committee to look after differently-able students.
- **b)** Assist differently able students to gain successful employment in the public sector as well as private sector through Training & Placement Officer (TPO).
c) Print and electronic media is requested to absorb differently able students as per their needs.
d) Awareness about the needs of differently-abled students and other general issues concerning their learning.
e) Financial assistance provided to differently abled students depends upon the merit of the case.
f) Celebrate important days such as the World Disabled Day, Autistic Day, etc. in the College to create awareness among students.
g) The college has constructed ramps for easy movement of wheel chair.
h) Teaching and non-teaching staff have been sensitized towards the needs of differently able students.
i) These students are also informed of scholarships, free-ships or any other special facilities offered by organization such as the Government of India, the State Government, and the university.
j) Remedial and bridge courses are organized for rural students as well as SC/ST Students.
k) Students for neighboring states are supported to stay on hostel and special care is taken.
l) Women reservation is carefully followed and separate hostel arrangements for girl students have been arranged.
m) There is reservation for differently able students. Ramp facility is made available for entering in the classroom including wheel; chair arrangements.
n) For blind students Brail script is available in the library.
o) Special coaching is provided to differently disabled students to bridge the knowledge gap.
p) Special corner in the library is provided for such students section for disabled students for better access.
q) College has established Girls students’ welfare cell.

2.2.2 Does the institution assess the student’s needs in terms of and skills before the commencement of the programme? If yes, give details on the process.

a) Yes, there is a provision for assessing the student’s knowledge and communication skills before the commencement of the programme. The performance of students in the entrance examination conducted by the college.

b) MGM CJMC conducts a performance test in the first week of the new session. The result serves as an indicator for the level of the student in languages skills.

c) A special ability test is conducted to understand and improve general knowledge of the admitted students to face mass media effectively.

d) Special classes for slow learners are organized as tutorials.

e) Lectures for enhancing performance in aptitude tests are conducted.

f) Guardian Faculty Members (GFMs) keep a record of the performance of students and counsel them when required. Based on the result of the test, students are classified as Adequate, Border liners and Inadequate based on this test. These mentors are assigned responsibility of improving the student’s aptitude and learning skills.
2.2.3 What are the strategies drawn and deployed by the institution to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice? Bridge/Remedial/Add-on/Enrichment Courses, etc.

Majority of the students joining the college need coaching in language and General Awareness, therefore the following measures are adopted to bridge the knowledge gap:

a) Conducting English and Marathi (local language) and Media Communication classes for all sections of BA and MA courses.

b) Conducting General Awareness classes to cover a wide variety of areas to enhance knowledge and cope up with programs.

2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?

a) Gender equality -

i) College has a separate cell to look into the welfare of the girl students.

ii) Generation awareness about gender equality by organizing lectures/ functions on the subject e.g. ‘YUVATI MELAWA’ with help of Yashwantrao Chavan Pratishthan, Aurangabad.

iii) On 8th March on the occasion of International womens day Prof. Tasneem Patel was invited as a chief guest and she expressed her ideas on gender equality.
iv) Gender sensitization workshop for staff & students was conducted on 3March 2017 by Renuka Kad (Social Worker)
v) Every year lectures, seminars and programs are conducted to aware the gender equality.
vi) Providing equal opportunity to girl students in sports, visits and extra curriculum activities.

vii) Establishment of ‘Vishakha’ and ‘Sakshama’, the organizations for women welfare and empowerment.

a) Inclusion -

To promote overall development of the students from reserved category, economically backward class, differently-abled students, rural and tribal areas, following intervention strategies have been adopted by the institution:

i) Students are provided equal opportunities in all activities of the College.

ii) Financial assistance to students in terms of fee concession and payment of fee at their convenience.

b) Environment -

Students at CJMC are exposed to vast amount of knowledge on environmental issues from their curriculum on environmental issues as the college experience goes beyond merely academic studies. Students are made aware of various issues related to environment protection and conservation of natural resources through following activities:

i) The college has a separate committee to look into the issues related Environment Protection and Conservation called as the Environment Consciousness Committee (ECC).
ii) To support the special environment communication paper, special visits, practical field works are conducted every year.

iii) Essay writing Competition organised on Environment Consciousness in Marathwada region.

iv) To aware and protect the environmental protection advisories and slogans regarding environmental protection are displayed in the College.

v) Tree Plantation drives are organised in monsoon.

vi) Students made responsible to ensure no wastage of electricity, water and other natural resources.

vii) Heritage Run is organized on 18th December 2017 on the occasion of MGM Trust’s 34th foundation day.

viii) 6 month durations Certificate course in Environmental journalism is introduced by the College.

ix) College always supports the natural and greenery cause like while local body government axed the trees located at Priyadarshini Garden located close to the MGM campus, College raised the issue through media. Complaint filed to PM Office, Environmental organizations, Pollution control boards and etc.

2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?

Initially, on the basis of marks obtained in the qualifying/preceding examination, advanced learners are identified. Every semester, after Completion of the on fourth syllabus, subject
teacher conducts an exam. Alternatively, every subject teacher may also give the students an assignment to complete.

a) The assessment of this class test/assignment gives the subject teachers an idea of the level of knowledge of the students and helps them in identifying the advanced learners.

b) These students are given high level difficulty assignments, which they have to complete on their own by referring to reference books from the library.

c) These assignments may also require the students to refer to the internet or he/she may have to visit some media institutes to find out the necessary information.

d) These students may be given special appointments like membership of editorial boards of the publication etc they also get field experience on the basis of on job training.

e) Every year 30 students participate in local media as on Job training process.

f) College works with GFM’s and its resources to the advance and slow learners as per their need.

2.2.6 How does the Institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc.)?

The College collects, analyzes and uses the data and information on the academic performance of the students at risk of drop out by undertaking various measures:
a) The College tries to minimize the dropout rate of the students by preparing their attendance record and by discussing reason of their absence in class with their parents and monitoring their academic progress.

b) The regular attendance and internal examination help the teachers to know the performance of students. The teachers persuade the students by counseling them to attend the lectures regularly. Special messages are sent to parents for attending the classes, which had improved the attendance satisfactorily.

c) Special attention is given to the weaker students. After the completion of the topic, tests are conducted at a regular interval to identify slow, average and advanced learners. Further, the performance of the students in the Midterm and the Prelim examination helps the faculty members in determining the slow learners and advanced learners. The slow learners are encouraged by the teachers with care to facilitate them.

d) Personal and academic counseling is given to the students in and outside the class room to minimize the dropout rate.

e) The physically challenged students are given special care and attention.

f) Special awards are given to positive and improving students for their better performance.
2.3 Teaching learning process

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

The organization and planning of teaching learning process is prepared at MGM CJMC in the following manner:

a) Academic Calendar -

At the onset of every semester, the Academic Committee of the College prepares an academic calendar which summarizes the teaching schedule examinations and other co-curricular and extracurricular activities planned in that particular semester. The Academic Committee comprises of the Principal, Coordinator Academics and all the Course Coordinators of the College. The academic calendar contains a description of each event and planned dates for the same. Probable dates for activities such as internal exams, media industry visits, seminars, guest lectures, extra-curricular and co-curricular activities are mentioned in the planner. This academic calendar is displayed on the notice board and also orientation programme is taken on the same so as to facilitate planning for staff, faculty as well as the students. The Academic Planning Committee meets every month to review plans and to plan further.

b) Teaching Plan -

College level meetings are held to allocate subjects and classes to faculties. Every subject teacher has to submit a course plan in the specified format to the Principal. The course plan contains a brief description of the topic to be covered and the number of lectures
required to cover that particular topic. The course plan is to be submitted to principal who collects and approves it. Every full time and guest faculty maintains attendance register. The teacher puts the attendance sheet

c) Evaluation Blueprint -
For every course the evaluation pattern is as follows:

i) For PG course final evaluation is made on the basis of external examination (80%) and internal performance (20%) as laid down by Dr. BAMU.

ii) Internal marks (20%) are awarded based on the performance of the students in the following:

1. Test exams

2. Day to day Assessment

4. Activities (Presentations, Seminar, Discussions, etc)

In addition to the above; every subject teacher gives assignments, survey and projects to the students. Evaluation schedule is included in the academic calendar as well.

The time-tables for all the examinations are displayed on all the notice board. The assessed answer sheets are shown to the students and the model solution/ scheme of marking is also shared by each subject teacher. Marks scored by individual student in all the subjects for the Internal Exam (Midterm & Prelim) and external examination are displayed on the notice board.

In addition to theory examinations, the UG and PG students have to complete practical for which a separate practical examination is
conducted at the end of every semester. The second year MAMCJ students have to complete a research project for which project viva is conducted at the end of the semester. Schedule for the same is displayed on the College notice board.

e) Circulars regarding syllabus, examination pattern issued by the university authorities are conveyed to the faculty members and students from time to time using notice boards. Group discussion and interviews are organized every week.

2.3.2 How does IQAC contribute to improve the teaching-learning process?

The IQAC plays a significant role in the Teaching learning process. The IQAC has regular meetings in which activities relating to the academic development of the students such as regular lectures, guest lectures, seminars, workshops, co-curricular activities, study tours are discussed. The IQAC also looks into the feedback obtained from the students on faculty, curriculum, infrastructure etc. and suggests suitable steps for improvement.

2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

Teachers use a combination of different teaching-learning methods to make learning and enjoyable and fruitful experience for our
students. Level of students is assessed at the beginning of session and instruction is pitched at the appropriate level. Methods used are:

a) Lecture method -

During the lectures, teachers use various teaching aids such as white board, presentations, videos, short films etc. to make this method more interesting. Teacher student interaction is encouraged and difficulties encountered by the students are discussed during the lecture as well as informally after the lecture. This method is very useful in developing a rapport with the students.

b) Interactive learning -

Teachers also use the interactive method of teaching and conduct group discussions in class rooms. Students are divided in groups of 5-10 students and are encouraged to discuss subject and speak on national, international and social topics. Faculty members also use methods such as role plays, quizzes, puzzles, case studies, extempore, News debates, and General debates and so on to make learning an interesting experience. These activities are also conducted as lectures under the title general awareness and Media Communication development.

c) Independent learning -

Teachers encourage students to work independently to complete projects. Media Projects are also useful in developing problem solving and research skills among the students. For the subjects such as Research methodology (MAMCJ IV Semester),
Dissertation on various topics Audio video documentaries, TV, Radio interviews, Activities like media visit,. Preparation of media survey, comparative content analysis, innovation in advertising, etc. is taken by the students. As per the Syllabus BA(MCJ) students carry out subject like Radio Bulletin, Radio interviews, Page Layout, Environment Projects, Blog Writing, Creating a newspaper, students are encouraged to write articles, review of Books, film, plays and short film.

d) Collaborative learning.

To inculcate collaborative learning among the students, following methods are adopted by the College:

i) Students are encouraged to pursue News Analysis projects, with different media and governmental organizations and so on under the guidance of faculty. For Example the Students of MAMCJ were selected by the District Administration for news analysis of the media coverage during the Local Body elections 2017 where students analyzed the Media coverage in District during the elections along with Deputy Collector Aurangabad.

ii) During the State Assembly Elections a political party from Jalgon (Maharashtra) was invited students of MACMJ to handle their social networking media pages and accounts to promote the party ideology and candidates.

iii) To inculcate leadership skills among students and for overall personality development, students are encouraged to organize and participate in various events such as club
activities, inter-college events, Indian Student Parliament and so on.

iv) Faculties make groups in the class room and assign different activities related to syllabus on this basis a positive competitive environment is created in the classroom.

v) The College also has association with Aurangabad Patrakar Sangh in which different media experts with vast experience are invited to the campus to interact with students.

vi) The College also organizes media industry visits for the students to various media organizations all over India. A number of guest lectures and workshops are conducted for the students. Experts from respective fields are invited on the occasion. These sessions have proved useful in updating the knowledge of the students as well as teachers in their expertise.

e) Problem Method -

For subjects involving numerical problems such as Quantity based Content Analysis and survey students are provided personal guidance. Numerical assignments stimulate student interest.

e) Case Study Method -

Faculties use Case Study Method to encourage students to study the practical application of the theoretical concepts; cases are given to the second year MAMCJ students, according to their subjects. They are expected to come prepared with the case for the lecture and cases are discussed.
f) To enable the teachers and students to enhance the teaching-learning process, following support systems are available in MGM CJMC:

i) **Infrastructure** -

The best infrastructural facilities are available to the students. Teachers often use ICT to make learning an interesting experience. This minimizes the monotony of the lecture and makes understanding simple and an enriched experience. Students are also encouraged to give presentations in the class by using the latest technology. The College provides 24 hours free internet facility to all the staff and students however college has prescribe guidelines to prevent unwanted use. Students are encouraged to use internet as learning resource for assignments on current topics as well as for projects.

ii) **Library** -

Library is equipped with CDs and DVDs on topics such as Film making, video documentary, best interviews etc. The teachers make effective use of e-learning and e-library, e-journals to make learning an interesting and enriching experience for the students.

iii) **FDP, Seminars, Workshops and Conferences** -

Teachers are made available to organize and attend Faculty Development Programs, workshops and conferences which broadens their knowledge horizon and encourages them to adopt innovative teaching methods. Leave and financial assistance is given by the College for their work.
2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into lifelong learners and innovations?

a) BA and MA students have special subjects named as Critical Thinking, creative writings etc…

b) Effective teaching content with examples of ‘how’ and ‘why’.

c) Encourage diversity in thought process and by answering to their questions.

d) Encourage them to question status quo and participate in research activity.

e) Conducting classes on the subject of creativity in news and innovations in media industry.

f) Allow them to choose their own media projects or media internship topics/areas.

g) Giving them collective assignments in academic work and co-curricular activities.

h) Encourage creative writing for journals and magazines, advertising, jingles and documentaries, blogs and social networking sites and platforms.

i) Emphasize on use of modern tools for research.

j) Provide financial support and guidance to attend conferences and/or workshops.

k) Emphasis on creativity in communication and media projects.
2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? e.g: Virtual laboratories, e-learning -resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.

a) College provides latest tools of Information and communication technology. Multimedia teaching aids are available. SPSS software is available and is utilized by faculty and students. Infibnet portal and e-journals are available.

b) Separate language lab is established and daily schedule is prepared for students in which Basic English communication is carried out.

c) College subscribed to e-journal portals named ‘journals.dartmouth.edu’ and ‘International Journal of Communication’.

d) To make teaching effective, especially for the MAMCJ students, webinars are arranged for our faculties.

2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?

a) At MGMJCJMC, a number of seminars, guest lectures, workshops are arranged for the teachers to enable them to keep abreast of recent media developments.
b) Teachers are also encouraged and sponsored to participate in workshops and seminars organized by other Colleges.

c) The College library is equipped with latest books and journals on latest topics. Teachers are encouraged to participate in Faculty Development Programs organised by the Dr.B.A.M University, as well as other colleges and Colleges.

d) CJMC publishes a newsletter quarterly and a Bi-Annual research journal to which the faculty members and students are encouraged to contribute articles and research papers.

e) Teachers are also motivated to write research papers, research articles in College Journal-“Media Messenger” and are rewarded for contributing to journals with good impact factor.

f) College also organizes Study Tours for faculty and students for giving them latest practical exposure.

2.3.7 Detail (process and the number of students \benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling/mentoring/academic advice) provided to students?

a) Guardian Faculty Members -

College follows the guardian faculty member (GFM) concept. Under this, faculties act like a guardian to a group of 30 students. It is the responsibility of the GFM to advise the students on issues pertaining to his/her psycho- social development, academic growth, career and personal issues.
b) **Individual student academic Counseling** -

Academic and career counseling is provided to the students as per requirements by faculties. Parents are involved in some cases.

c) **Counseling for further Studies** -

Students are counseled for higher studies and choosing career path by TPO and guest from various professions. Entrepreneur development cell also helps students to decide their career.

d) **Career Counseling** -

Placement officer provides guidance to the students on various issues pertaining to competitive examinations such as structure of examination, guidance for preparation of examination, personal interviews at regular intervals through formal as well as informal interaction with them.

e) **Students counseling Cell.**

Students counseling cell has been set up in the College where qualified psychologist is available.

f) **Career Guidance, Aptitude Test** -

Career guidance cell is functional and it provides suitable guidance to students appearing in various group discussions, personal interview and aptitude tests.

2.3.8 **Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt**
new and innovative approaches and the impact of such innovative practices on student learning?

Teaching learning approaches being followed are as under:

a) Use of ICT in teaching.

b) Activity based teaching e.g. Anchoring, Live telecast Demo, P2C, Links for Radio, Debates, Creation of Graphics and Blogs and discussions etc.

c) Teachers use case method very extensively so that students learn applications of what they are learning in real life situations. Simulative exercises are also given to students to encourage them to think pragmatically and independently.

d) College faculties use studio based activities to develop the interest of students in the subject and to give them confidence to work at actual practical field and to think beyond the boundaries of the subject. Students encouraged preparing news, braking news Innovative teaching methods make learning more interesting, interactive and inspiring which is reflected in the good academic performance of the students.

e) Consultative planning processes.

f) Performance surveillance and corrective measures.

g) Tutorials and general classes.

h) Teachers are provided all the support for using their teaching methods e.g. arranging visit to Media houses located across the country.
2.3.9 How are library resources used to augment the teaching-learning process?

a) Library is equipped with computers with internet facility.

b) Provision of books with latest editions and in adequate numbers.

c) Provision of journals, magazines and newspapers including e-journals for latest on the subject and for research.

d) Preserving old project work for reference.

e) Accessibility to internet multimedia center.

f) CD ROM on different subjects is available including media films, documentaries.

g) Photocopying facility available.

h) Spacious reading rooms are available for reading.

i) During exam time reading rooms are kept open for longer duration.

j) Books are procured on demand of teachers/students.

k) Library software is available for quick tracing of books.

2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If yes, elaborate on the challenges encountered and the institutional approaches to overcome these.

The challenge of completing the curriculum within the planned time frame and calendar is not very difficult as the Academic Planning Committee plans the events well in advance. However, sometimes there are some unplanned activities or events or some unforeseen circumstances, then there may be a problem in completing the syllabus within the stipulated time period. Under
such circumstances, the faculties who are facing problems in completing the syllabus conduct extra class. Vacations are curtailed and students are asked to attend extra classes.

2.3.11 How does the Institute monitor and evaluate the quality of teaching learning?

a) College has in place a healthy feedback collection system - the student Feedback System, wherein feedback is obtained from the students every semester.

b) Transparency is ensured in the process and the data thus collected is analyzed and presented to the Principal.

c) Principal has counseling sessions with individual faculty members if and where improvement is required.

d) Suggestions are also taken from the students on different aspects of teaching and these suggestions are shared with all the faculties. This helps the faculties to introspect and improve their teaching skills.

e) Result analysis is completed on regular basis and review of result analysis as well as planning of any further action is observed through Local governing council meeting, management council meeting as well as management review meeting.

f) Feedback is taken from parents, alumni and employers visiting the College for placements.
2.4 Teacher quality

2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum.

<table>
<thead>
<tr>
<th>Highest Qualification</th>
<th>Professor</th>
<th>Associate Professor</th>
<th>Assistant Professor</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Male</td>
<td>Female</td>
<td>Male</td>
<td>Female</td>
</tr>
<tr>
<td>D.Sc./ D.Litt</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ph.D</td>
<td></td>
<td>01</td>
<td>02</td>
<td>03</td>
</tr>
<tr>
<td>Net-Set</td>
<td></td>
<td>01</td>
<td>01</td>
<td>02</td>
</tr>
<tr>
<td>M.Phil.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PG</td>
<td></td>
<td>01</td>
<td>01</td>
<td></td>
</tr>
</tbody>
</table>

Temporary teachers

<table>
<thead>
<tr>
<th>Highest Qualification</th>
<th>Male</th>
<th>Female</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ph.D</td>
<td>01</td>
<td></td>
<td>01</td>
</tr>
<tr>
<td>Net-Set</td>
<td>02</td>
<td></td>
<td>02</td>
</tr>
<tr>
<td>M.Phil.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PG</td>
<td>09</td>
<td>09</td>
<td></td>
</tr>
</tbody>
</table>

Part-Time teachers

<table>
<thead>
<tr>
<th>Highest Qualification</th>
<th>Male</th>
<th>Female</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ph.D</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Net-Set</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>M.Phil.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PG</td>
<td>07</td>
<td>07</td>
<td></td>
</tr>
</tbody>
</table>
a) Recruitment of competent and qualified teachers is as per the norms of UGC and Dr. BAM U, Aurangabad.

b) Requirement of faculty is calculated on the basis of workload in both terms (in the Academic Year) and accordingly, vacancy position is finalized in association with Dr. BAMU. Advertisement is released in all the leading newspapers as well as on the website of the College. From the applications received, eligible candidates are shortlisted and called for interview by the Selection Committee of University.

c) Qualified and quality individuals are selected and issued approval letters by the university and appointment letters by the College.

d) Strategies adopted by the college to retain the staff:
   i) Competitive compensation.
   ii) Provision of good working conditions and transparency in working.
   iii) Opportunities for career building/ progression/Facilities as applicable.
   iv) Teachers are allotted subjects as per their area of specialization and preference. The Principal of the college maintains total transparency in decision making.
   v) Teachers are encouraged to write and publish articles, books as well as research papers. Conducive environment is provided to them.

2.4.2 How does the institution cope with the growing demand/scarcity of qualified senior faculty to teach new programmes/
modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

a) To cope up with the growing demand of qualified faculty, College recruits new faculties as per guidelines prescribed by Dr. BAMU. Highly competent and experienced teachers are appointed so that the quality of teaching is improved.

b) Faculties with varied exposure and experience in new combination of subjects have been appointed e.g., faculty with subject combination of Sustainable Development communication, New Media, etc, have been appointed in the past. Faculties with foreign degrees/ exposure have also been working in the college.

c) In addition to appointing full time faculties, the college also appoints visiting faculties from the Media Industry and professional Journalists and so on to meet the growing demand of teachers. These teachers also provide their expertise in practical areas of training and thus the requirement of teachers is made up through the appointment of such visiting faculties.

2.4.3 Providing details on staff development programmes during the last four years, elaborate on the strategies adopted by the institution in enhancing the teacher quality.

a) Nomination to staff development programmes is given in the following table:
Nomination to staff development programme

<table>
<thead>
<tr>
<th>Academic Staff Development Programmes</th>
<th>Number of faculty members nominated</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2013-14</td>
</tr>
<tr>
<td>Refresher courses</td>
<td>02</td>
</tr>
<tr>
<td>HRD programmes</td>
<td>Nil</td>
</tr>
<tr>
<td>Orientation programmes</td>
<td>02</td>
</tr>
<tr>
<td>Staff training conducted by the university</td>
<td>02</td>
</tr>
<tr>
<td>Staff training conducted by other institutions</td>
<td>03</td>
</tr>
<tr>
<td>Summer/ winter schools, workshops, etc.</td>
<td>0</td>
</tr>
</tbody>
</table>

b) Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning methods / approaches, handling new curriculum, Content / knowledge management, Selection, development and use of enrichment materials, Assessment, Cross cutting issues, Audio Visual Aids/multimedia, OER’s Teaching learning material development, selection and use
Table: Faculty Training Programmes Organized by the College

<table>
<thead>
<tr>
<th>Faculty Training Programme</th>
<th>No. of Training Programmes organised</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2013-14</td>
</tr>
<tr>
<td>Training Learning method/approaches</td>
<td>01</td>
</tr>
<tr>
<td>Handling new curriculum</td>
<td>02</td>
</tr>
<tr>
<td>Content Knowledge Management</td>
<td>01</td>
</tr>
<tr>
<td>Selection Development and use of enrichment Materials</td>
<td>01</td>
</tr>
<tr>
<td>Assessment</td>
<td>01</td>
</tr>
<tr>
<td>Cross cutting issues</td>
<td>Nil</td>
</tr>
<tr>
<td>Audio visual aids /Multimedia</td>
<td>02</td>
</tr>
<tr>
<td>OER’s Open Educational Resources</td>
<td>01</td>
</tr>
<tr>
<td>Teaching learning material development, selection and use.</td>
<td>01</td>
</tr>
</tbody>
</table>

Invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies :

Participated in external Workshops / Seminars / Conferences recognized by national/ international professional bodies

Presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies
c) Percentage of faculty

<table>
<thead>
<tr>
<th>Particular</th>
<th>Percentage of faculty</th>
</tr>
</thead>
<tbody>
<tr>
<td>Invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies</td>
<td>10 10 10 10</td>
</tr>
<tr>
<td>Participated in external Workshops / Seminars / Conferences recognized by national/ international professional bodies</td>
<td>100 80 50 70</td>
</tr>
<tr>
<td>Presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies</td>
<td>100 80 50 70</td>
</tr>
</tbody>
</table>

2.4.4 What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programs industrial engagement etc.)

a) Teachers are encouraged to avail leave and are supported for research, academic publications and participation in seminars. For the professional development of the faculty, management sanctions the leave as required under the faculty improvement program of UGC.

b) The College has also organized conference and workshops for the development of faculty members. Our faculty members are also invited by other Colleges and media organizations as resource persons.

Some of the faculty members invited as resource persons in the last four years is as follows
## 2013-14

<table>
<thead>
<tr>
<th>Sr. No</th>
<th>Name of the Faculty</th>
<th>Name of college/Industry</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>Dr. Rekha Shelke</td>
<td>Daily Lokasha regional Newspaper, Beed</td>
<td>Advertisement strategy of the Newspaper.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Daily Lokpatra, Aurangabad</td>
<td>Web Journalism and its future</td>
</tr>
<tr>
<td>02</td>
<td>Dr. Asha Deshpande</td>
<td>Daily Lokasha regional Newspaper, Beed</td>
<td>News Reporting and Editing</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Daily Lokpatra, Aurangabad</td>
<td>Feature Writing</td>
</tr>
</tbody>
</table>

## 2014-15

<table>
<thead>
<tr>
<th>Sr. No</th>
<th>Name of the Faculty</th>
<th>Name of college/Industry</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>Dr. Rekha Shelke</td>
<td>Dept. of Journalism &amp; Mass Comm., Dr.BAMU, Aurangabad</td>
<td>Public relations and corporate communication</td>
</tr>
<tr>
<td>02</td>
<td></td>
<td>Daily Bhaskar Aurangabad.</td>
<td>Women empowerment</td>
</tr>
<tr>
<td>03</td>
<td>Dr. Rekha Shelke</td>
<td>Chishtiya College Khuldabad.</td>
<td>“Sant Mahatmyanchi Bhumi”, Histories of interactions, connections, &amp; Subjectivity in Aurangabad Region.</td>
</tr>
<tr>
<td>04</td>
<td>Dr. Asha Deshpande</td>
<td>Dept. of Mass Comm. Dr.Babasaheb Ambedkar Marathwada University, Aurangabad.</td>
<td>Sustainable development communication</td>
</tr>
<tr>
<td>Sr. No</td>
<td>Name of the Faculty</td>
<td>Name of college/Industry</td>
<td>Topic</td>
</tr>
<tr>
<td>--------</td>
<td>---------------------------</td>
<td>-----------------------------------------------------------------------------------------</td>
<td>----------------------------------------------------------------------</td>
</tr>
<tr>
<td>01</td>
<td>Dr. Rekha Shelke</td>
<td>Police Commissionerate, Aurangabad.</td>
<td>Police staff and their communication with public.</td>
</tr>
<tr>
<td>02</td>
<td>Press Information Bureau</td>
<td></td>
<td>Rural Journalism</td>
</tr>
<tr>
<td>03</td>
<td>Dr. Asha Deshpande</td>
<td>Press Information Bureau</td>
<td>Writing a success story</td>
</tr>
<tr>
<td>04</td>
<td>Satyajeet Jadhav</td>
<td>Jawaharlal Nehru Engineering College, Aurangabad.</td>
<td>Architecture Journalism</td>
</tr>
</tbody>
</table>

### 2016-17

<table>
<thead>
<tr>
<th>Sr. No</th>
<th>Name of the Faculty</th>
<th>Name of college/Industry</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>Dr. Rekha Shelke</td>
<td>Police Commissionerate, Aurangabad.</td>
<td>Women empowerment</td>
</tr>
<tr>
<td>02</td>
<td>Dept. of Mass Comm. Dr.BAMU, Aurangabad.</td>
<td></td>
<td>Research methodology</td>
</tr>
<tr>
<td>03</td>
<td>Brahmakumari vishvaVidyalaya, Shantiwan, Abu, Rajasthan.</td>
<td></td>
<td>Can media combat gender discrimination and violence?</td>
</tr>
<tr>
<td>04</td>
<td>Prof. Kavita Soni</td>
<td>Dept. of Mass Comm. Dr.BAMU, Aurangabad.</td>
<td>PR and Advertising</td>
</tr>
<tr>
<td>05</td>
<td>Dr. Asha Deshpande</td>
<td>Brahmakumari vishvaVidyalaya, Shantiwan, Abu, Rajasthan.</td>
<td>Spiritual communication in media.</td>
</tr>
</tbody>
</table>
2.4.5 Give the number of faculty who received awards/recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.

a) MGM CJMC has always encouraged faculty members to participate actively in all academic and co-curricular activities. The College also provides a suitable environment in the form of adequate infrastructure, library, and access to online research journals and soon, which encourages faculties to excel in their areas of specialization.

b) The contribution of College to academia is recognized as our teachers are invited by different industries as well as other colleges as detailed in point no. 2.4.4 above.

2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?

a) Since its inception, MGM CJMC has in place a healthy feedback collection system - the Faculty Feedback System, wherein anonymous feedback is taken from the students every semester, at the end of teaching.

b) Transparency is ensured in the process and the data thus collected is analyzed and presented to the Principal.

c) Principal has counseling sessions with individual faculty members if and where improvement is needed. Faculties with good feedback are appreciated.
d) Suggestions are also taken from the students on different aspects of teaching and these suggestions are shared with all the teachers. This helps the teachers to introspect and improve their teaching skills.

2.5 Evaluation process and reforms

2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

a) Academic Committee finalizes the Internal Assessment Pattern at the beginning of the academic year. The same is intimated to the staff and the students both in writing and in Principal’s first address.

b) In addition, every Guardian Faculty Member (GFM) also communicates the same to the students.

2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?

a) Reforms introduced by University.

i) From July 2014-15 Dr. B.A.M University has decided to conduct the examination for 1.5 hours for 50 marks for every theory paper.

ii) Dr. B.A.M University has upgraded the marks system to CBCS pattern from 2016-17.

iii) Admission and examination is organised through online system.
iv) Results are available online on Dr. Babasaheb Ambedkar Marathwada University’s website.

b) Reforms introduced by the College.

   i) The college has adopted the changes and we conduct the internal examination (Prelims) on the University exam pattern.

   ii) The college has the freedom to decide the pattern of Internal Marks.

   iii) Accordingly, the evaluation pattern for Internal Assessment is framed by the college itself.

   iv) Question papers of internal exams are selected from a set of question papers prepared by different faculty members.

   v) The evaluation is carried out continuously.

   vi) Evaluation formats for the various activities have been made and are improved/reformatted as per requirement.

2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

MGM CJMC keeps a track any changes being carried out by the university through university websites/publications and correspondence is studied with great care.

Any changes made by the university are implemented in the college immediately. Example Evaluation of Project is made by internal and external examiners with 50% weightage to each as suggested by the university.
Once decided the new policy/reforms are implemented effectively.

2.5.4 Provide details on the formative and summative evaluation approaches adapted to measure student achievement. Cite a few examples which have positively impacted the system.

   a) Formative evaluation -

At MGM CJMC, formative evaluation is put into practice in the following ways:

i) Informal talks about the subject with the students.
ii) Spot tests, including workbook and midterm examinations.
iii) Group discussions with the students.
iv) Presentations.
v) Assignments

   b) Summative Evaluation –

i) Summative evaluation is done in two ways- Internal and External.
ii) The college conducts prelim exam for each subject for 20 marks throughout the semester. iii) As far as external evaluation is concerned, the university conducts examination of 50 marks per subject at the end of each semester for BAMCJ and IJ and 80 Marks for MAMCJ.

iii) Formative evaluation along with summative evaluation has had a positive impact on the overall learning of the students and has helped in improving their overall personality.
2.5.5 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (Weightage for behavioral aspects, independent learning, communication skills etc

a) MGM CJMC has framed an Internal Assessment Policy to ensure rigor and transparency in the internal assessment and accordingly, following measures are taken:

Award of internal marks is carried out as per policy decided by the Academic Committee of the college. Weightage given to various aspects including, Class tests, Co-curricular and extracurricular activities, moral and ethical values, class participation and etc.

2.5.6 What are the graduates attributes specified by the college/affiliating university? How does the college ensure the attainment of these by the students?

a) No graduate attributes have been specified by the affiliating university. However the college has defined graduate attributes as are professionalism, research skills, intellectual depth, respect for others, social responsibility, digital and information literacy which all students will have the opportunity to develop as part of their college experience. In addition, academic attributes are stated in the form of outcomes of each subject in the course plan.

b) Achievement of defined graduate attributes is done as under
i) High Quality teaching learning process. Encouraging research and inquisitive mind Give work/project in local context.

ii) Organization of personality development programmes.

iii) Conduct of soft skill and personality development for classes/activities.

iv) Conduct of co curricular and extracurricular activities as group discussions, presentations etc.

v) Fielding team for inter college and inter-university competitions to inculcate team spirit, stage daring, better expression and stage daring skills with sense of responsibility.

vi) Involving students in organizing events and giving them opportunities for leadership and team work.

vii) Involvement of students in many committees responsible to organize and conduct college activities giving them opportunities for active participation in college affairs.

viii) Close monitoring of student performance and giving corrective advice.

ix) Organization of club activity, Media visits, adventure activities and sports activities.

x) Making them realize their responsibility to their family, society and social issues.

2.5.7 What are the mechanisms for Redressal of grievances with reference to evaluation both at the college and University level?

a) Grievance Committee has been formed by the college to settle grievances (if any) and meetings are held on a regular
basis. The grievances are settled in accordance with the guidelines issued to the college.

b) University examination. BA(MCJ) and BA(IJ) Students can apply for revaluation and verification of marks. The photocopy of answer books is provided to students on demand by University after paying nominal fee. After receiving the answer-sheet, the student can apply for reassessment of answer book.

2.6 Student performance and learning outcomes

2.6.1 Does the college have clearly stated learning outcomes? If yes give details on how the students and staff are made aware of these?

a) Yes, the college follows outcome based learning for BA(MCJ), BA(IJ) and MA(MCJ) programs. These are stated in the course plan. Each lecture covering a topic has a defined outcome, which is mentioned in the particular lecture.

b) Learning outcomes are stated to the students and faculty at the beginning of the session.

c) The faculty is trained for achieving and measuring learning outcomes in their training sessions.

d) Students are intimated learning outcomes at the commencement of any chapter/topic.
2.6.2 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the students’ results/achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programs/courses offered.

a) All the faculty members maintain record of performance of students in their subjects and display on notice board.

b) The academic progress of the Students is monitored by the appointed GFM. Record of performance is maintained by GFM on students progress card.

c) Parent Teacher Meeting is organized through which progress of the students is communicated to the parents.

d) Also, attendance and marks of the students are communicated to the parents through telephone calls.

e) In addition, parent meetings are conducted on need basis to communicate the progress of their wards.

f) Results of Internal Exam (Midterm & Prelims) are communicated upon enquiry to the Parents via telephone.

g) Records of all activities, marks obtained therein and attendance is kept meticulously.
Table: Result/ Achievements Analysis for last four years

<table>
<thead>
<tr>
<th>Sr No.</th>
<th>Year</th>
<th>Total No. of Students</th>
<th>Pass Percentage</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MAMCJ</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>01</td>
<td>2013</td>
<td>19</td>
<td>68.42</td>
<td></td>
</tr>
<tr>
<td>02</td>
<td>2014</td>
<td>17</td>
<td>64.70</td>
<td></td>
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<td>03</td>
<td>2015</td>
<td>26</td>
<td>50.00</td>
<td>Only final year result considered</td>
</tr>
<tr>
<td>04</td>
<td>2016</td>
<td>26</td>
<td>88.46</td>
<td></td>
</tr>
<tr>
<td>BAMCJ</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>01</td>
<td>2013</td>
<td>---</td>
<td>-----</td>
<td>Only final year result considered</td>
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<tr>
<td>02</td>
<td>2014</td>
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<td>03</td>
<td>2015</td>
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<td>88.23</td>
<td></td>
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<tr>
<td>04</td>
<td>2016</td>
<td>20</td>
<td>85.00</td>
<td></td>
</tr>
<tr>
<td>BA(IJ)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>01</td>
<td>2013</td>
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<td>---</td>
<td>Only final year result considered</td>
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<tr>
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<td>2015</td>
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<td></td>
</tr>
<tr>
<td>04</td>
<td>2016</td>
<td>06</td>
<td>100</td>
<td></td>
</tr>
</tbody>
</table>

2.6.3 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

a) In order to facilitate the achievement of the intended Learning outcomes following strategies are structured:

   i) In the beginning of the academic year itself, syllabus and time table is prepared jointly by all faculty members teaching a particular subject. Learning Outcomes are defined very clearly in course plan.
ii) Setting such questions which help to assess the extent of achievement of learning outcomes. Appropriate steps are taken to assist them in achieving goals.

iii) Give assignments and cases for solving and then assessing the extent to which learning outcomes have been achieved.

iv) Learning outcomes are assessed during the presentations, discussions, class participation and performance of students in various competitions with other Institutes.

v) Tutorial Lectures (remedial lectures) are organized for each subject. Weak students are paid more attention in those lectures to enhance learning outcome.

2.6.4 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (quality Jobs, entrepreneurship, innovation and research aptitude) of the courses offered?

a) The college makes numerous efforts to ensure that quality of students is enhanced so that they are offered quality jobs. Some such initiatives are such as under:

i) Soft Skill Development through activities such as communication skill development, group discussions, presentations and language lab classes.

ii) Training by TPO for group discussions, personal interview and aptitude tests.

iii) High quality of teaching for clarifying concepts and principles.

iv) Classes on etiquette and behavior.
b) To inculcate the spirit of entrepreneurship - In order to enhance the entrepreneurship skills, MEC (Media Entrepreneurship Cell) has been established in the College.

c) Innovation competitions are planned and conducted.

d) To inculcate the research culture among students they motivated to write research papers and present the same at various conferences and seminars.

2.6.5 How does the institution collect and analyze data on student learning outcomes and use it for planning and overcoming barriers of learning?

a) The data collected in the form of marks, quality of presentations, discussions and solution of cases serves as the basic guide for outcomes pertaining to academics.

b) After completion of every topic, one page abstract is collected from students, or a spot test is conducted, and based on the results weak students are identified, and special tutorials are taken for them.

c) In the case of qualitative outcomes such as personality development and confidence building, the conduct of student and their performance in extracurricular activities indicates achievement of learning outcomes.

d) The analysis of the data so collected and feedback of parents/employees/ students themselves helps to identify gaps in learning outcomes.
2.6.6 How does the institution monitor and ensure the achievement of learning outcomes?

Following measures are adopted by the college to ensure monitoring and achievement of learning outcomes:

a) Continuous Assessment plan carried out formative and summative assessment carried out internal examinations and class test.
b) Regular conduct of all activities for achievement of outcomes.
c) Regular Parent Teacher meetings as well as regular communication through telephone calls and emails/letters to parents.
d) Framing new value added programs, enrichment courses and various short term courses to bridge the knowledge gap identified.
e) Designing Soft Skill Programs.
f) Providing training to students in various placement oriented activities such as aptitude testing.
g) Feedback from Media organizations where they are placed and the officials conducting interviews for placement.

2.6.7 Does the institution and individual teachers use assessment/evaluation as an indicator for evaluating student performance, achievement of learning objectives and planning? If, yes provide details on the process and cite a few examples.
a) Yes, the formative and summative assessment of the students mentioned above serves as the basic indicator for evaluating the student’s performance and the achievement of learning objectives.

b) GFM's monitor the performance of students and keep a record of the same.

c) Counseling is provided to students and the record of the same is maintained on the progress card.

d) Parents are kept informed if the performance is low.
Criterion III:

Research, Consultancy & Extension
Criterion III: Research, Consultancy and Extension

3.1 Promotion of Research

3.1.1 Does the institution have recognized research center/s of the affiliating University or any other agency/organization?

College does not have any recognized research center yet. However, two members of faculty are approved research guides of Dr. BAM University. Facilities for research are available in the form of a good library, journals including e-journals, magazines and internet. One project is under pipeline with ICSSR. Collection of old newspapers from Marathwada region has been made by the college. The college has its future plan to include itself in ICSSRS New Delhi Research Institute.

3.1.2 Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

a) Yes, there is a research committee in the college, comprising of the following senior faculty members:
   i) Dr. V.L Dharurkar- Coordinator Research
   ii) Dr. Rekha Shelke
   iii) Dr. Vishakha Garkhedkar
   iv) Dr. Asha Deshpande

The committee performs the following functions:
i) The committee initiates and coordinates research activities.

ii) Makes recommendations to Academic Committee regarding the projects which should be undertaken.

iii) Guides members of faculty and students in research work.

iv) Conducts research related training programme on Research Methodology etc.

b) The committee made the following recommendations:

i) Conduct of a National Conference which was held in February 2016.

ii) Selecting research projects related to local problems and issues of mass media.

iii) The students are encouraged to select topics related to problems of local print and electronic industry as well as advertising and corporate public relations.

iv) Giving financial assistance to encourage research. A policy was issued to provide financial rewards to those faculty members whose papers are published in reputed journals as per their impact factor.

v) College has taken a bold initiative to publish its own research journal from January 2016 and five issues have been published till now.

3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes / projects?

a) Autonomy to the principal investigator.

b) Timely availability or release of resources.
c) Procurement of books, journals or any other material required by the researcher.

d) Time-off, reduced teaching load, special leave etc. to faulty members.

e) Support in terms of technology and information needs.

f) Facilitate timely auditing and submission of utilization certificate to the funding authorities.

g) The trust also provides seed money for undertaking research topics of local relevance.

3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

a) Eight students are pursuing their PhD under the guidance of college Principal. Apart from this Dr. Vishakha Garkhedkar is also guiding eight students for PhD among them three students have received fellowship from BARTI, Pune, SSRD, New Delhi and ICSSR, New Delhi.

b) MGM Trust has awarded MGM Research Fellowship to Abdul Wahab Shaikh.

c) Lectures/guest lectures by eminent personalities to motivate the students.

d) Best paper, best presentations, awards are given to motivate the students and faculties.

e) Students are encouraged by the GFM to write the research papers and participate in the conferences and students are encouraged to attend national and international conferences.
f) With the prior approval, College is paying fee required for attending such conferences.
g) College also sanctions special leave/DL to such faculties/students.
h) Financial incentives are provided for publishing and/or presenting papers in conferences, seminars and journals.
i) Provision of best of the resources in the form of library, journals and internet.
j) Membership of other libraries including IIMC, New Delhi and Jawaharlal Nehru University and Jamia Millia University, New Delhi and local libraries such as Dr. BAMU and Swami Ramanand Teerth Institute, Aurangabad.
k) The special visits are arranged to research institutes and library.

3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.

a) All faculty members have carried out paper presentation at National and International conferences. During last five years more than forty papers by the faculty members have been published in national and international conferences.
b) Faculty members are nominated as mentors for guiding project work and dissertations of student.
c) Two members of faculty are pursuing their Ph.D. degrees and are involved in their individual research work.
d) Small research project are conducted by getting financial assistance from MGM Trust.
e) The college has completed project on framers commit suicide role of mass media by financial assistance from NAAM foundation.

3.1.6 Give details of workshops/ training programmes/ sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students. Training Programmes organized by the MGM CJMC is as under:

   c) Enhancing Research work in MGM CJMC students are provided special research guidelines for completing research projects.
   d) Appropriate Research Projects for students of 4th Semester MAMCJ and special workshop is scheduled in April 2017 for the same.
   e) Advisory committee of research journal meets every three months regularly.

3.1.7 Provide details of prioritized research areas and the expertise available with the institution. Area in which research is carried out in the College is as under:

   a) Public relations and corporate public relations.
b) Film and entertainment media.

c) Sustainable Development communication.

d) Communication policy

e) Mahatma Gandhi’s vision of Mass communication.

3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

a) The college keeps a data bank of prominent speakers, eminent personalities and media magnets and researchers.

b) These personalities are invited as per programme specified in the academic calendar.

c) Any eminent speaker who is available can be invited out of the schedule as per academic need.

d) College has very good relation with some top media institutes and channels like Lokmat group, Bhaskar Group, Times of India group, Sakal Group etc.

e) Many times serving or retired personnel from media houses and channels are invited to interact with students.

3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?
a) No faculty has availed sabbatical leave as yet. However, the faculty members are given leave for research work and/or to attend research related workshops or programs.

b) Research scholars are provided leave on their request.

3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land).

a) Good papers presented in National Conference have been published in an ISBN numbered conference Souvenir which has been distributed.

b) National conference was organized on the topic “media culture and society” was organized in January 2016 and 16 selected papers are published in MGM CJMC journal.

c) Conference proceedings and abstracts are published regularly.

d) College assists financially MAMCJ students to complete their research dissertation.

3.2. Resource Mobilization for Research

3.2.1. What percentage of the total budget is ear-marked for research?

Give details of Major heads of expenditure, financial allocation and actual utilization.
a) Out of Institutional Budget 95 Lakhs 5% money is spent on research.
b) A total of five faculty members attended national/international conference and their expenditure was paid by the College.
c) Dr. Asha Deshpande attended doctoral research programme at Mudra Institute of Communication, Ahmadabad for the Research activity.
d) Faculty members have completed Seven (07) refresher courses at Dr. Babasaheb Ambedkar Marathwada University, Aurangabad and Ahilya Devi Vishwavidyalaya Indore.

3.2.2. Is there a provision in the institution to provide seed money to the faculty for research? If so specify the amount disbursed and the percentage of the faculty that have availed the facility in the last four years?

a) Seed money is provided for research and written policy on this subject exists.
b) MGM Trust has started MGM Research Fellowship to promote research activities; Abdul Wahab Shaikh is awarded this fellowship for his Research work.
c) However no faculty member has availed this facility. Advances are given for attending conferences and seminars.

3.2.3. What are the financial provisions made available to support student research projects by students?
a) No student has availed the facilities of drawing advance / full finance for the project work.
b) Students attending conferences/seminars are sponsored by the College.

3.2.4. How does the various departments/units/staff of the Institute interact in undertaking interdisciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.

Interdisciplinary research between different departments’ i.e. Mass communications, Dramatics, mass communication and management as well as mass communication and education in a systematic manner.

MOUs with Maulana Azad Institute of research and advance learning, Dr. BAMU have been signed MoU with Makhanlal Chaturvedi, National Open University and Kusha Bhau Thakre journalism university, Raipur has been signed.

3.2.5. How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and student?

a) College Encourages research by giving incentives as per MGM Trust policy and university guidelines.
b) Research facilities are available free of cost and round the clock.
c) Provision for issue of books and journals for longer duration (instead of 7 days) for the researcher.

d) Various facilities such as library and internet are provided.

e) There are 40 computers available with internet facility.

f) Internet and free Wi-Fi facility is available for faculty and students.

3.2.6. Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If yes, give details.

a) In the Third Pole private limited organization providing survey work facilities for the staff.

b) Three students are working with Shri Media for conducting survey research.

3.2.7. Enumerate the support provided to the faculty in securing research Funds from various funding agencies, industry and other organization. Provide details of ongoing and completed projects and grants received during the last four years.

National Conference organized by MGM CJMC in January 2016 by self finance.

3.3 Research Facilities

3.3.1 What are the research facilities available to the students and research scholars within the campus?
College has made following facilities available to research scholars and students:

i) College has large number of books in library on different subjects of Mass media and journalism.

ii) MGM CJMC also upgrades e-library by taking latest e-journals every year through University Inflibnet facility.

iii) The college has planned to procure SPSS and ERP package for research and academic planning.

iv) The College conducts faculty development program on Research Methodology which helps faculties in their research and member of faculties are also nominated to attend similar courses in other Colleges.

v) The College is providing 40 computers with internet facility in labs.

vi) The college has also editing software for getting graphic communication education.

vii) There is audio video studio having 10 Cameras and one recording unit for audio unit.

viii) The I&B ministry has sanctioned a Community Radio station for MGM campus in February 2017. The work is in progress.

3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

a) Research committee has been organized in the college comprising of faculties, students and media industries.
b) Demands are put forth by committee to management.

c) Books and latest software are purchased; e-journals are procured every year.

d) Monetary incentives are given to the researchers.

e) Two members’ faculties are acting as a research guide for PhD Students.

3.3.3 Has the institution received any special grants or finances from the Industry or other beneficiary agency for developing research facilities? If ‘yes’ what are the instruments/facilities created during the last four years?

No Facility has been received

3.3.4 What are the research facilities made available to the students and research scholars outside the campus/other research laboratories?

a. Ph. D scholars attend pre Ph.D. workshop at Dr. B.A.M University.

b. Faculty members registered for Ph.D Programs are allowed to avail the University’s research facilities. Our faculties are pursuing their Ph.D from different universities like Dr. BAMU, Sant Gadge Baba Amravati University and Shivaji University, Kolhapur.

c. Research scholars whose supervisors are in other institutions are allowed to avail the research facilities available in the institution.

d. Two faculties are also acting as guides to the Ph. D students.
e. Research scholars have access to library facility, Internet, Free Wi-Fi, E journals etc.

f. MGM Trust has started MGM Research Fellowship. Abdul Wahab Shaikh has been chosen to this fellowship award for 2016-18.

3.3.5 Provide details on the library/ information resource centre or any other facilities available specifically for the researchers?

a) Following facilities are available specifically for researchers:
   i) Access to various national and international e-journals, research articles and abstracts through subscription to online databases like Inflibnet.
   ii) The College also has subscribed 10 national and 05 international journals which are available in reference library.
   iii) Researchers are allowed to use the library facility of sister concerns.
   iv) Books and journals are procured on request of researchers.
   v) The College has MoU with Journalism Department of Dr. BAMU Aurangabad.
   vi) Internet and Wi-Fi facility is available in the library.
   vii) Books are issued for longer duration for research work.
   viii) Photocopying facility is available in the library.
   ix) Articles from old newspapers are documented and preserved in the library.
b) Latest books and e-journals are procured every year as per the policies of UGC.

3.3.6 What are the collaborative research facilities developed / created by the research Institutes in the college? For ex. Laboratories, library, instruments, computers, new technology etc.

a) Efforts are made to have collaborative research facilities in the college campus. The following infrastructure exists in the College, which can be utilized effectively by the faculty and students from time to time.

i) MoU with Three universities.

ii) MoU with Third Poll Organisation.

iii) Collaboration with management education and Mahagami Arts centre.

iv) Collaboration with NGO named NAAM Foundation, Community Development Trust etc. to conduct research in social issues.

v) Collaboration with media industries with Marathi Patrakar Parishad, Chamber of Agriculture and industries, Aurangabad.

3.4 Research Publications and Awards

3.4.1 Highlight the major research achievements of the staff and students in terms of

a) Patents obtained and filed (process and product).
So far none of the faculty has obtained any patent, nor filed any.

The work regarding product improvement of news papers and channels has been seriously promoted by the College

1. Research on Public relations of women cooperative banks in Marathwada has been published and it is useful for cooperative banks.
2. Research on sustainable development and energy PR has been provided to energy colleges in Maharashtra.
3. Research on crime news has benefitted the local police work.
4. Research on TV Channels has provided guidelines to local TV Channels.
5. More than 200 Research dissertation (Small research projects) has been completed by the MAMCJ students.

3.4.2 Does the Institute publish or partner in publication of research journal(s)? If “yes”, indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

MGM CJMC publishes Bi Annual research journal titled as Media Messenger with ISSN no. 2455-2046.

Table: Editorial board of college journal.

<table>
<thead>
<tr>
<th>Sr. No</th>
<th>Name</th>
<th>University</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>Prof. Dr. GyanPrakash Pandey</td>
<td>Assam university, Silchar</td>
</tr>
<tr>
<td>02</td>
<td>Prof. Dr. Sudhir Gavhane</td>
<td>Dr. B.A.M University, Aurangabad</td>
</tr>
<tr>
<td>No.</td>
<td>Name</td>
<td>Institution/University</td>
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<td>-------------------------------------------------------------</td>
</tr>
<tr>
<td>03</td>
<td>Dr. Girija Shankar Sharma</td>
<td>Dr. B.R.A University, Agra</td>
</tr>
<tr>
<td>04</td>
<td>Prof. Dr. Mausami Bhattacharya</td>
<td>Vishwa Bharti University, Kolkata</td>
</tr>
<tr>
<td>05</td>
<td>Dr. Neela Mora</td>
<td>Chennai University</td>
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<tr>
<td>06</td>
<td>Mr. Pradeep K. Mathur</td>
<td>IIMC, New Delhi</td>
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<tr>
<td>07</td>
<td>Dr. Durgesh Tripathi</td>
<td>Indraprastha University, New Delhi</td>
</tr>
<tr>
<td>08</td>
<td>Prof. Dr. Ranjan Garge</td>
<td>Senior academician</td>
</tr>
<tr>
<td>09</td>
<td>Prof. M. Shafey Kidwai</td>
<td>Aligarh Muslim University, Aligarh</td>
</tr>
<tr>
<td>10</td>
<td>Dr. Onkar Kakde</td>
<td>Karnataka dtate -women’s university, Vijaypur</td>
</tr>
<tr>
<td>11</td>
<td>Prof. Kamal Welboda</td>
<td>HOD University of Coombo, Srilanka</td>
</tr>
</tbody>
</table>

3.4.3 Give details of publications by the faculty and students:

a) Publication per Faculty: 01

b) Number of papers published by faculty and students in peer reviewed journals (National / International): 48

   National: 45  
   International: 03

c) Number of publications listed in International Database (for E.g.: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) - Nil

d) Monographs. Nil

e) Chapters in Books - 01

   i. Mr. Satyajeet Jadhav has written a chapter in the book Indian Cinema Society and Culture (ISBN 978-81-8457-587-3)
f) Books Edited- 01
   i. Dr. Vishakha Garkhedkar is been writing tutorial book for BMCJ for Yashwantrao Chavan Open University, Nashik.

g) Books with ISBN/ISSN numbers with details of publishers:
   02
   ii. Mahila Bankecha Jansamwad with ISBN 978-81-920983-7-1 (Swabhiman Prakashan)

h) Citation Index. NIL

i) SNIP. Nil

j) SJR. NIL

k) Impact factor: NIL

l) h-index. Nil

3.4.4 Provide details (if any) of

a) Research awards received by the faculty: 02

b) Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally: Nil
c) Incentives given to faculty for receiving state, national and international recognitions for research contributions: 01

3.5 Consultancy

3.5.1 Give details of the systems and strategies for establishing Institute industry interface?

a) MGM CJMC is stepping into the field of consultancy with the help of expert faculties.

b) For this purpose Media interaction Programme (MIP) has been conducted in the year 2015-16 which promotes consultancy and management efficiency through various modes, stated in its well defined Consultancy Policy.

c) Special efforts are made to promote the media industry - academia interaction with the help of

- Association with media association like Marathi Patrakar Sangh and Marathwada TV Association.
- The college has provided video documentary for MGM affiliated institutes and it has received Three (03) Lakh rupees as consultancy.

d) Interface with media industry visits.

e) Internship of students in Media industry. 30 Students interaction every year.

f) Projects are properly guided by media experts to improve the students work abilities.

g) Inviting prominent personalities from industry to interact with students.
h) The students are assisting industry through on job training programs.

i) Interaction with Alumni working in industry for mutual assistance college is assisting media industry for their performance appraisal. This work is specially connected to daily Lokpatra.

j) Providing faculty for media events and other activities to support their publications.

k) Inviting media industry for conducting special interviews as well as students News bulletins and evaluation of research project.

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

Centre for Media Consultancy (CMC) is functioning in the college. Member of faculty with expertise in various domains and some alumni members are members of it. CMC is being publicized at various media association and organisations meets and events.

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

Following are the facilities provided to the staff for consultancy services:

a. Faculty involved in the Consultancy work is granted “Duty leave”.
b. Faculty is eligible for TA and DA for the consultancy visits. Policy for sharing of funds exists.

c. Faculty providing consultancy services is awarded an ‘Appreciation letter’ from the college.

d. Faculties are also allowed to use necessary infrastructural facilities from the college for consultancy purposes.

e. Students are also eligible to intern under CMC, Policies related to internship is existing.

3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

a) A production of video documentary.

b) Arranging of press conference and media consultancy.

c) Social media operations for MGM affiliated institutes.

d) Documentary for government agencies such as Comissionerate of Police, Aurangabad.

b) Assisting to government agency such as DTE and other government agencies.

3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?
Policy of MGM CJMC for revenue sharing earned through CMC has been laid down as share of MGM CJMC is 25% whereas consultants students and faculty share is 75%.

3.6 Institutional Social Responsibility (ISR) and Extension Activities:

3.6.1 How does the institution promote institution-neighborhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

a) The institution promotes institution-neighborhood-community network and student engagement in various ways as mentioned below:

i) Awareness and institutional responsibility to society is an important part of the mission of the Institute at MGM CJMC. The College organizes programs and drives to realize this mission. Some of the initiatives of the College to meet ISR are given in succeeding paragraphs.

ii) A neighboring village Tembhapuri was adopted in the year 2014 in the NSS Scheme. Survey of the village has been conducted.

iii) Some major areas of improvement like village road, water supply, schools, and library were discussed with “Panchayat”.

iv) The NSS unit has planned for activities like: Educational Activities, Repair of Roads / Tracks, Literacy Classes for Adults, Water conservation, Plastic Eradication,
Tree Plantation, Blood Donation, Health Checkup and Health Education.

v) Tree plantation program was organized in the village Gandheli on August 7, 2016. NSS volunteers and staff members actively participated in this activity. More than 4000 trees were planted in the village.

vi) The College and the management of MGM are extremely keen to popularize games and sports in the society. Consequently, on the occasion of MGM’s Foundation Day, “Open Day” is conducted by MGM CJMC.

vii) Students of the college have participated in Cleanliness campaign arranged by the Local Administration.

viii) Health Check up camp, Eye check up camp is organised by the College to examine, identify and solve the health related issues.

ix) Protein food supplements are distributed to patients in MGM Hospital for early recovery.

x) Students visited to Remand Home at Aurangabad where a Drawing competition, Debate competition was organised to motivate them and encourage about social life.

xi) College has donated One Lakh rupees to NAAM foundation which are helping to the families of the farmers who suicide due to draught.

xii) Students performed Street play for Beti Bachav Campaign and Traffic Awareness Programme.

xiii) Street play was organised for voter awareness drive in various locations of the Aurangabad City.

xiv) The college has made a documentary film on the Helmet Awareness campaign with the help of
Comissionarate of Police. This film created awareness to citizen about using the Helmet while riding their bikes.

xv) CJMC makes short movies and documentaries on social awareness initiatives like Organs donation campaign of the state government.

xvi) Dr. Rekha Shelke is appointed as a member in the Organ donation committee by the Maharashtra state government.

xvii) A campaign named “Save Aradhya” was launched by CJMC with the help of My Medical Mantra health based website where a girl child was required a heart transplant.

xviii) A Constitution Awareness certificate programme was launched by CJMC with help of Bapusudha Pratishthan.

xix) To Aware about Autism problems documentary was made and news paper articles were published in various newspaper of the locality.

xx) College staff and principal is always active about Gender equality, it also keeps eye on sexual harassment of the women and empowers the girls students in society.

xxi) Dedicated to its commitment of preservation of culture and heritage of Aurangabad, “Heritage Run”, which was open to all, is organized every year on the occasion of MGM’s foundation day.

xxii) Posters and banners displayed all along the route motivating and inspiring the people to preserve the monuments which Aurangabad has inherited. The run received humongous response of around 3000 participants from all age groups. The winners of the Heritage Run” were
awarded the prize money worth Rs. 1,08,000/- (Rs. One Lakh Eight Thousand Only).

xxiii) Association with NAAM Foundation has helped to conduct the farmers and their dependants were helped by the NAAM foundation.

xxiv) MGM CJMC has always been active towards increasing women’s participation in the workforce. MGM CJMC has demonstrated this by showing a steady increase in number of girl students’ enrolment, number of female employees on roll, by providing a safe, fear free work environment in MGM campus. One more step towards empowering the women was organization of a few seminars on prevalent issues related to gender sensitization, discrimination, sexual harassment in workplace and other public places, and problems related to pre-marital sex.

xxv) Free Protein Food Distribution: The NSS unit distributed self prepared protein food at MGM Hospital and at village Tembhapuri.

xxvi) Blood Donation Camp was arranged in MGM CJMC campus on the occasion of Mahtama Gandhi Jayanti (October 2nd) and WarshaMangal (15th June), 50 students donated blood.

xxvii) Cleanliness Drive at MGM Campus and Priyadarshini Garden as well as Waluj Pandharpur Ekadashi festival and Navratri festival at Karnpura at Aurangabad City.

xxviii) Plastic eradication, cleaning of the drainage system of the village, congress grass eradication, cleaning common
places like assembly hall, “Samaj Mandir”, “Anganwadi” etc. was completed in the village Tembhapuri efforts were made to spread spirit of cleanliness in the villagers.

xxix) Free Eye Check up Camp and free health check up camp was organised by MGM CJMC at Tembhapuri

xxx) A special camp for the eradication of blind faith and superstition was organized.

xxxi) Survey of farmers who committed suicide was conducted with NAAM foundation. Kanke Guruji from Headgewar School delivered a lecture on upbringing school students affected by farmers suicide incidence.

xxxii) College felicitates senior army personnel who had contributed to Marathwada Mukti Sangram.

### 3.6.2 What is the Institutional mechanism to track students involvement in various social movements / activities which promote citizenship roles?

a) The NSS unit of MGM CJMC tracks involvement in various social movements / activities though the unit which promotes citizenship roles.

b) Guardian Faculty Members (GFM)s keep the record of students of respective classes who participate in any social/community related activities at individual level. The records are kept in students” progress cards.

c) Internal marks are awarded for such activities, so as to create an incentive for students to give back to the community.
d) Students organize adult education programme and special counseling for poor students to meet their basic needs.

3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

a) The institution solicits stakeholder perception on the overall performance and quality of the institution through students, parents, alumni, and employers through interactions at various meets, e.g. alumni meet, parent teachers meet, and informal discussions. Interactions with staff of sister Institutes, Media organizations, organizations where students intern, also provide us with vital information. Feedback is also taken from media personnel who come for placement.

b) This feedback is then analyzed and the necessary actions to improve the performance of college are taken.

c) Community cell keeps a record of students taking part in social and extension activities. Social welfare committee recommends the students for rewards other than internal marks.

d) Audio programs are managed by student with faculty guidance.

3.6.4 How does the institution plan and organize its extension and outreach programs? Providing the budgetary details for last four years, list the major extension and outreach programs and their impact on the overall development of students.

a) Planning of Extension and Outreach Programs:
i) The institution plans and organizes its extension and outreach programs through the NSS unit and Community Cell. The extension activities are not restricted to NSS volunteers alone. Any student and/or staff can take part in these activities. Extension activities are planned by NSS Unit and Community Cell. Major extension and outreach programs of the College are listed in following paragraphs.

ii) The main areas selected for community service are: Health and Hygiene, Education, Cleanliness, Village Institutional improvement, and Environment protection at the Village.

iii) Help patients admitted in the hospitals.

iv) Blood donation.

v) Organizing and conducting sports activities for community and promoting culture and heritage protection.

vi) Every effort is made to link media students with society.

Prepare as per information

b) Budgetary details for last four years

<table>
<thead>
<tr>
<th></th>
<th>2013-14</th>
<th>2014-15</th>
<th>2015-16</th>
<th>2016-17</th>
</tr>
</thead>
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<tr>
<td></td>
<td>23,785</td>
<td>24,220</td>
<td>26,147</td>
<td>43,500</td>
</tr>
</tbody>
</table>

c) Impact of Extension and Outreach Programs:

i) Extension and outreach programs are making our students aware about their duty towards the society by making them
experience the happiness in ‘giving’ through various activities.

ii) These programs develop a deeper understanding of and commitment towards the community in students.

iii) Experience gained through extension and outreach programs helps students observe and analyze social problems in their surroundings, think of ways in which they can contribute towards solving those issues, improve their self-esteem and better prepare for their career, among other benefits. Such programs encourage students to develop a lifelong ethic of service to society.

iv) There are One NSS unit in the college and the college has requested university to allot second unit.

3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/International agencies?

a) The institution promotes these extension activities by extending help in the form of manpower, funds, refreshments and transport.

b) The achievements of the teachers and students are highlighted in college publications and local newspapers, thus promoting their participation.

c) Special incentives such as provision of internal marks for NSS/social activities are offered to encourage NSS voluntary participation along with awards for doing good community work.

d) Success stories are published in local newspapers and visuals are shared in local TV channels.
e) Special awards are given to students who perform excellent activities.

f) College displays student’s profiles on notice board to motivate and highlight their activities.

3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?

a) Our work doesn’t stop only at adopting the village Tembhapuri and Palsi. Special attention is given to areas where we find that the development/improvement is not at par.

b) MGM CJMC has carried out a survey to determine the condition of the families of farmers who committed suicide.

c) Alumni cover special issues related to social justice during their professional life. Basically students learn developmental, sustainable journalism in their academic life and act the same in their professional life.

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students’ academic learning experience and specify the values and skills inculcated.

a) Objectives and expected outcomes of the extension activities:
The local community benefited through the work put in by our students. The adoption of the village Tembhapuri and various activities that have happened and are planned in the future will surely result in improved quality of life of these villagers, and make the city students realize the problems of the villages and the society and their possible roles in mitigating those problems.

b) Complementing Student Learning by Extension Activities:

i) Students were involved in communicating with the society at regular intervals through NSS and other activities. This communication has helped mature their understanding of the social and economic conditions of the community.

ii) Every year exhibition on media history has been organized to insure their awareness about media problems and history of newspapers.

ii) The students are involved in the publication of MGM Campus journal Gavaksh MGM Inspire and MGM Samvad.

iii) The college is providing regular publicity to ISCON social and cultural activities.

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?
i) Village Tembhapuri is best example of this work. In this adopted village health care has been taken and rural development projects have been accelerated.

ii) Our students help to assist villagers for getting quality services in the hospital.

iv) In the adopted Village Palsi students have helped more than 200 citizens to get health care effectively.

v) Our students are approaching villages to solve their socio-economic problems.

vi) Survey of village Tembhapuri was conducted for this purpose, which has helped to solve their problems on priority basis.

3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

a. In collaboration with MGM Medical college health checkup programme was organized in village Pulsi and Tembhapuri. 100 patients were helped.

b. Separate camp on women’s health was organized at village Tembhapuri to improve health conditions.

c. In collaboration with sports department MGM tournament was organized.

d. On 10th to 18th December college students helped as volunteer.

e. Media sensitizing workshop was conducted to assist police commissioner office in Aurangabad. Dr. Rekha Shelke delivered a lecture on “Police PR among public”.
3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.

a) College Principal Dr. Rekha Shelke is awarded with “Eastern Bhoomika Award” for women empowerment contributions.
b) College alumni Kiran kale have received National award for his best documentary on the topic of “Maharashtra ki Madhya Rashtra.”

3.7 Collaborations

3.7.1 How does the institution collaborate and interact with research laboratories, Institutes and industry for research activities? Cite examples and benefits accrued of the initiatives-collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

a) MGM CJMC collaborates and interacts with other Institutes and industry by:

i) By providing guidelines for media houses and language newspapers.

ii) The college has signed MoU with Makhanlal Chaturvedi Unviersity, Bhopal and Kushabhau Thakre Journalism University for conducting research projects.

iii) Faculty exchange programme has also been undertaken.
iv) MGM CJMC offering assistance for conducting development programs.

iii) Providing infrastructure for their training programs.
iv) Offering to conduct project work in the area of their interest.

v) Through alumni of the Institute.

vi) Interaction with foreign universities through Erasmus Mundus which is a cooperation and mobility programme in the field of higher education that aims to enhance the quality of higher education and to promote dialogue and understanding between people and cultures through cooperation with Third-World Countries. In addition, Student Neha Pimple has taken admission in UK Based institute titled as Northumbria University UK. She has taken admission for PG course in the year 2016-17.

b) Benefits from these initiatives are as under:

i) Sharing of resources from sister Institutes of MGM and industry in the form of guest speakers and eminent media experts both in research as well as professional quality improvement.

ii) Sharing of IT and New media infrastructure with industries.

iii) Conduct of Advance Development Center with industry giving insight to faculty members in performance appraisal and personality assessment in media industry.


v) Project work for students from media industry
vi) Placement assistance by media industry.

3.7.2 Provide details on the MOUs/collaborative arrangements (if any) with institution of national importance/other universities/industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.

a) The college CJMC has signed MoU with IIMC sub centre Amravati for effective collaboration in teaching and research.
b) The MGM CJMC has signed MoU with department of Mass communication Shivaji University, Kolhapur.
c) Further collaboration with Dr. Babasaheb Ambedkar Marathwada University has been planned for conducting research and extension activities.
d) MGM CJMC has various MoUs between Local and Regional media houses Like Lokmat group, Sakal Group, Radio Mirchi, My FM, MCN local news Channel, Bhaskar group, Daily Lokpatra, Sharp News Pune and AIN network. etc where students are sent for internships and placement facility provided through CMC.
e) Media professionals from these groups are invited to share their professional experiences with students.
f) Relations with these media houses are used for Media networking purposes.

3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of academic facilities, student and staff
support, infrastructure facilities of the institution viz. laboratories / library/ new technology /placement services etc.

a) The MGMCJMC has given hands on training with collaboration from IBN Lokmat news channel and Zee 24 news channel.

b) Shankar Kamble and Sameer Chavarkar alumni of IBN Lokmat, Mumbai helped in setting up the Audio-visual studio in the college.

c) College has received more than 1500 books in library donated from various organizations and eminent personalities.

3.7.4 Highlighting the names of eminent scientists/participants, who contributed to the events, provide details of national and international conferences organized by the institute during the last four years.

List of eminent academicians and scientists / visitors to the department

In each semester guest lectures and seminars are arranged for students of eminent academicians, scientists and visitors to the MGM CJMC, details of which are as follows:

<table>
<thead>
<tr>
<th>Name of the Visitor</th>
<th>Designation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Padma Shree Jadav Payeng</td>
<td>Environmental Activist ( Forest Man of India)</td>
</tr>
<tr>
<td>Mark Lindly</td>
<td>USA</td>
</tr>
<tr>
<td>Nana Patekar</td>
<td>Famous Actor &amp; Founder of NAAM</td>
</tr>
<tr>
<td>Mr. Nick Oza</td>
<td>Photo Journalist</td>
</tr>
<tr>
<td>Name</td>
<td>Position/Role</td>
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<td>-----------------------------</td>
<td>------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Dr. Mansingh Parmar</td>
<td>Vice Chancellor, Kushabhau Thakre Patrakarita Vishva Vidyalay, Raipur.</td>
</tr>
<tr>
<td>Dr. Durgesh Tripathi</td>
<td>Prof. Guru Govind Singh Indraprastha University, Delhi.</td>
</tr>
<tr>
<td>Mr. Sanjay Raut</td>
<td>Editor, Samna.</td>
</tr>
<tr>
<td>Medha Patkar</td>
<td>Social Activist, Narmada Bachav Andolan.</td>
</tr>
<tr>
<td>Tushar Gandhi</td>
<td>Social Activist</td>
</tr>
<tr>
<td>Kiran Shantaram</td>
<td>Producer</td>
</tr>
<tr>
<td>Dr. Sanjiv Bhanavat</td>
<td>HOD Journalism Department, Rajasthan University, Jaipur</td>
</tr>
<tr>
<td>Prof. C.K. Sardana</td>
<td>P. R. Expert, Indore</td>
</tr>
<tr>
<td>Dr. Sundar Rajdeep</td>
<td>HOD Journalism Department, Mumbai University, Mumbai</td>
</tr>
<tr>
<td>Dr. Nisha Mude</td>
<td>HOD Journalism Department, Shivaji University, Kolhapur</td>
</tr>
<tr>
<td>Dr. Ravindra Chincholkar</td>
<td>HOD, Solapur University, Solapur</td>
</tr>
<tr>
<td>Dr. Tukaram Daud</td>
<td>HOD, North Maharashtra University, Jalgaon</td>
</tr>
<tr>
<td>Kumar Ketkar</td>
<td>Senior Journalist and Editor</td>
</tr>
<tr>
<td>Mr. Rajiv Khandekar</td>
<td>Editor ABP Majha</td>
</tr>
<tr>
<td>Milind Bhagwat</td>
<td>News Anchor ABP Majha</td>
</tr>
<tr>
<td>MR. Rajan Khan</td>
<td>Writer</td>
</tr>
<tr>
<td>Mr. Nagraj Manjule</td>
<td>Film maker and Director</td>
</tr>
<tr>
<td>Mr. Uttam Kamble</td>
<td>Senior Journalist and Editor</td>
</tr>
<tr>
<td>Dr. Abhay Bang</td>
<td>Social Activist</td>
</tr>
</tbody>
</table>


3.7.5 How many of the linkages/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated.

a) Important linkages are as under:

- Daily Lokmat, Aurangabad.
- Divya Marathi, Aurangabad.
- Daily Sakal, Aurangabad.
- Maharashtra Times, Aurangabad.
- Local Channels like MCN, AIN and Sharp news channels.

3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/collaborations.

a) MGM CJMC has a committee called Media Industry Institute Interaction (MIII) committee which works to forge alliances/MoUs with the industry.

b) Regular visits to media organizations are conducted as per schedule.

b) The industry is approached by College for providing guidelines to the students as well as professional activities for placement.

c) College has provided assistance to industrial organizations like Marathi Patrakar Sangh/ Local TV Channels association as well as different media organizations such as Photographers association, cartoonist association etc.
d) The linkages/collaborations assist in resource sharing, providing guest speakers, organising industrial visits, summer internships projects and even placements.

e) Assistance of alumni of the MGM CJMC is also taken to form collaboration.

f) The Alumni association has donated 05 computers and 300 books for the academic improvement of the college.
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</tr>
</tbody>
</table>
Criterion IV:
Infrastructure & Learning Resources
CRITERION IV:
INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 What is the policy of the institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

a) There is a procedure of infrastructure development in MGM trust. MGM CJMC has an Infrastructure Advisory Committee. Chaired by its in-charge faculty, the committee assembles before the commencement of semester and reviews the infrastructural shortfall appeared in the last semester. The proposal of this committee is forwarded to the Principal through in-charge Administration. Principal, after deliberations, prepares a proposal of the relevant requirement and put forward it in the meeting of the Trust for considerations, approval and implementation / procurement. Minor items are procured as per the requirement at the Institute level. Procedures have been laid down for the same. (Ref.: ISO 9001-2008, Departmental Procedure, DP/STOR/purchase). MGM trust provides the Construction facility as per the requirement of the CJMC. This procedure is followed by CJMC because the college has received ISO certificate in the year 2002 and subsequently it was renewed in 2017.
b) Some of the initiatives e.g. installation of the Interactive White Board in the Institute, are also taken by the corporate office of the Trust Board and implemented.

4.1.2 Detail of the facilities available for –

   a) Curricular and co-curricular activities - classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, animal house, specialized facilities and equipment for teaching, learning and research etc.

   b) Extracurricular activities - Sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, public speaking, communication skills development, yoga, health and hygiene etc.

a) Curricular and co-curricular activities

College has the adequate facilities for its academic and other curricular and co-curricular activities like 08 classrooms, 02 Studios (Radio and TV), 01 seminar halls, 01 Auditorium, 03 Computer Laboratories with Internet connections, 02 Staff Rooms, 01 Tutorial room and specialized facilities and equipment for teaching, learning and research etc.
Table: Facilities for curricular and co-curricular activities:

<table>
<thead>
<tr>
<th>Floor</th>
<th>Space</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ground Floor</td>
<td>Class Rooms- 06, Studio for Radio, Account/Admin/Enquiry Section, Waiting Lounge, Principal cabin, Computer Labs, NAAC &amp; NSS office, Library, Reading room, Ladies Toilet, Gents Toilet, Multimedia studio, Meeting Hall,</td>
</tr>
<tr>
<td>First Floor</td>
<td>Class rooms-01, Research Room, Placement Cell.</td>
</tr>
<tr>
<td>Second Floor</td>
<td>Classroom -01, Tutorial Room</td>
</tr>
<tr>
<td>Third Floor</td>
<td>Sick Room, Ladies common room, Boys common room.</td>
</tr>
</tbody>
</table>

Sharing Resources:
- Rukmini Auditorium (Area:470 Sq Mt, Capacity 1200)
- Einstein Hall (250 Capacity) and Aryabhitt Hall (300 Capacity), Canteen, Parking, MGM Sports club, Garden

c) Extracurricular activities -
   i. Gymnasium, Auditorium, NSS, cultural activities, public speaking, communication skills development Centre, Yoga, Health and Hygiene etc.
   ii. A highly enriched extracurricular schedule is planned and implemented to ensure the overall
growth of students. A fully fledged stadium has been completed, where high level games are organized.

iii. A state of the art gymnasium, a swimming pool, rifle shooting range, tennis, badminton, basketball, volleyball and cricket grounds are available.

iv. For co-curricular and extracurricular activities, MGM CJMC actively uses fully air-conditioned, “Rukhmini Auditorium” with two-floor sitting arrangement for 1200 viewers and 421 sq. m. area. This is equipped with the state of the art theatrical electronics & sound equipments with its own ‘Light & Sound’ special effects. In addition to this, open air theater and smaller halls are also available to organize activities.

v. The college organizes various programs in Rukhmini Hall.

vi. Sports equipments are made available to students as per requirement and College teams participate MGM tournament every year.

vii. To inculcate the spirit of nation building and social service among the College students, a NSS unit is functional. Under this unit, the students took initiative to adopt a village – Tembhapuri in Taluqa Gangapur of Aurangabad district. The students very enthusiastically took part in conducting various programs / drives. Plantation, free Eye checking Camp and cleanliness drives etc. were conducted in this.
viii. The students took keen interest in conducting / hosting various programs or activities e.g. role play on burning social issues by a city based NGO - Community Development Trust regular schedule is prepared for plan development Distribution of protein food among the inmates of the said NGO and conducting the blood-donation camp etc. Transport and other facilities are provided by the Institute for such activities.

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed / augmented and the amount spent during last four years (Enclose the Master Plan of the institution/campus and indicate the existing physical infrastructure and the future planned expansions if any).

a) Since its inception in 1993, the MGM CJMC has been growing with each passing year. Its total capacity in the beginning was only a single BJ course but now 04 courses are conducted. Admission quota is given in table below.

b) Growth of the Institute vis-à-vis the expenditure incurred are given in the table:
Table: - Details of expenditure in last four years:

<table>
<thead>
<tr>
<th>Sr.No.</th>
<th>Infrastructure</th>
<th>Amount spent ( In Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Building</td>
<td>--</td>
</tr>
<tr>
<td>2.</td>
<td>Furniture</td>
<td>11,500</td>
</tr>
<tr>
<td>3.</td>
<td>Equipment</td>
<td>--</td>
</tr>
<tr>
<td>4.</td>
<td>Computer</td>
<td>75900</td>
</tr>
<tr>
<td>5.</td>
<td>Library Books</td>
<td>59599</td>
</tr>
<tr>
<td>6.</td>
<td>journals</td>
<td>--</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Year</th>
<th>2013-14</th>
<th>2014-15</th>
<th>2015-16</th>
<th>2016-17</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intake of the students</td>
<td>440</td>
<td>480</td>
<td>480</td>
<td>480</td>
</tr>
</tbody>
</table>

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

a) The number of students with physical disabilities is least less in MGM CJMC’s yearly student’s intake. However, College is all enabled with wooden and concrete ramps for use of wheel chairs.

b) An easy access into the class rooms, labs or into the washrooms is also ensured with special measures e.g. a class with such students will be allocated a ground floor ICT enabled hall.

4.1.5 Give detail on the residential facility and various provisions available within them:

a. Hostel Facility - Accommodation available
b. Recreation facilities, gymnasium, yoga center, Naturopathy Centre, MGM Sports club etc.
c. Computer facility including access to internet in hostel.
d. Facilities for medical emergencies.
e. Library facility in the hostels.
f. Internet and Wi-Fi facility
g. Recreational facility—Common room with audio-visual equipments.
h. Audio and video Multimedia studio for practical.
i. Available residential facility for the staff and occupancy.
j. Constant supply of safe drinking water.
k. Security

a) Hostel facilities:

MGM trust has established a very good set up of Boys and Girls hostels. MGM CJMC shares this facility with its sister institutions within the campus.

b) Gymnasium and Yoga center (Arogyam) are available for students.
c) Internet and Wi-Fi facilities are available in the campus.
d) MGM hospital is located within 200 meters; any medical emergency case is immediately taken there.
e) There is no library facility in the hostels. Libraries are located within 100 meters from hostels.
f) Recreation facilities along with the common rooms are available in hostel.
g) Principal resides in the campus.
h) Safe drinking water is made available using water coolers and water purifiers.
i) Security is ensured using institutional security staff, outsourced staff and surveillance-camera.

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

a) In the MGM campus in general and in CJMC own premises, there is a very effective outsourced service mechanism to maintain health and hygiene. In addition, within the campus, rich and aesthetically designed greenery is nurtured by the horticulture department. Daily cleaning of washrooms, classrooms and corridors is conducted under the supervision of the allocated staff for this purpose.

b) MGM CJMC also enjoys the round the clock health care by the adjoining MGM Hospital which is equipped with the super specialty facilities for medical treatment and medical checkup of students is supervised.

4.1.7 Give details of the Common Facilities available on the campus - spaces for special units like IQAC, Grievance Redressal Unit, Womens Cell, Counseling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

a) The Common facilities / spaces have been made available with respect to the following heads:

i. IQAC - Internal Quality assurance Cell
ii. Counseling and Career Guidance Cell. Expertise and space is made available.

iii. Placement Cell and Women’s Cell.

iv. Sick Room (with necessary basic medical treatment facilities).

v. Recreational places like canteens, bakery, playgrounds and common rooms are available.

vi. Canteen - There is a common canteen catering to all the institutions located within the MGM campus. CJMC shares this facility with its sister institutions.

vii. Parking - there is a very competent and streamlined parking setup maintained by MGM security personnel regulating the in and out movements of all vehicles.

viii. Transport - Since the big MGM campus is located in the heart of the city, ample transportation facilities are available to reach the campus. In its extracurricular outdoor activities for example media familiarization visits, NSS camp tours and sports / game participations etc, the buses and mini-buses are provided by the MGM central vehicle pool from time to time.

ix. Drinking Water - The water coolers along with the latest Reverse Osmosis cleaners are installed within the premises of MGM CJMC in a manner to ensure an easy access to everybody.

4.2 Library as a Learning Resource

4.2.1 Does the library has an Advisory Committee? Specify the composition of such a committee. What significant
initiatives have been implemented by the committee to render the library, student/user friendly?

a) The library has an advisory committee comprising of faculty members of the Institute and librarian. Following is the composition of the Library advisory committee:

<table>
<thead>
<tr>
<th>Sr.No.</th>
<th>Name</th>
<th>Designation</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>Prof. Asha Deshpande</td>
<td>In-charge</td>
</tr>
<tr>
<td>02</td>
<td>Prof. Vishakha Garkhedkar</td>
<td>Member</td>
</tr>
<tr>
<td>03</td>
<td>Ms. Jayashree Kulkarni</td>
<td>Librarian</td>
</tr>
<tr>
<td>04</td>
<td>Mr. Balasaheb Gaikhe</td>
<td>Member</td>
</tr>
<tr>
<td>05</td>
<td>Himanshu Deshmukh</td>
<td>Student - PG</td>
</tr>
<tr>
<td>06</td>
<td>Shivani Joshi</td>
<td>Student- UG</td>
</tr>
</tbody>
</table>

b) The committee keeps an effective control as well as facilitates a smooth and optimal utilization of the Library. Through its frequent meetings, it discusses and prepares proposals for the said purpose with respect to various matters related with development and smooth functioning of the library.

c) The committee recommends the procurement of new books / journals /periodicals/e-journals and CDs and VCDs as well as copies of cinema in CD form on the requisition by the faculty/students.

d) On receipt of new books in the library, committee members verify them specifically.

e) The committee supervises the automation of the library.
f) The committee discusses and then suggests the budget for the purchase/procurement of books/journals and other necessary requirements for the library.

g) The Library has unique collection of Hindi Books donated by Late Dr. B.H. Rajurkar, former Vice Chancellor Dr.BAMU, Aurangabad.

h) There is a good collection of batch journals in buying form.

4.2.2 Provide details of the total area of the library, the seating capacity there in and the working hours thereof.

a) Total area of the library: 204.56 sq.mts.
   (reference library excluded)

b) Total seating capacity: 60 persons

c) Working hours are as under:

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Days</th>
<th>Working hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>Monday to Saturday</td>
<td>10 AM to 06 PM</td>
</tr>
<tr>
<td>02</td>
<td>During the preparatory period for internal university examinations</td>
<td>10 AM to 08 PM</td>
</tr>
</tbody>
</table>

The library remains open during vacations too.

Individual reading carrels are available in the reading hall of the library. In addition separate lounge area for reading is provided in reference library for accessing e-resources, on line journals /e-journals, and net browsing.
4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

As mentioned above, there is a library advisory committee devoted to this cause. Faculty and committee members actively recommend new books, journals and e-journals as well as CD/VCDs in the commencement of the session, which in turn are processed further and approved by Principal for purchase. Around 5000 books are held on the charge of the Library now.

a) Details of books and journals are purchased during the last four years are given in the table below:

Table: Details of Books and Journals Purchased in the last Four Years

<table>
<thead>
<tr>
<th>Year</th>
<th>Books purchased</th>
<th>Amount Spent</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013-14</td>
<td>185</td>
<td>39,198.00</td>
</tr>
<tr>
<td>2014-15</td>
<td>419</td>
<td>49,198.00</td>
</tr>
<tr>
<td>2015-16</td>
<td>137</td>
<td>87,710.00</td>
</tr>
<tr>
<td>2016-17</td>
<td>115</td>
<td>38,790.00</td>
</tr>
</tbody>
</table>

Other E-books and CDs or books are available for BA, MA BAIJ Courses Library respectively.

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Journals Name</th>
<th>Year</th>
<th>Copy</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>Vidura</td>
<td>2013</td>
<td>04</td>
<td>Rs.200</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2014</td>
<td>04</td>
<td>Rs.200</td>
</tr>
<tr>
<td></td>
<td>Title</td>
<td>Year</td>
<td>Month</td>
<td>Amount</td>
</tr>
<tr>
<td>---</td>
<td>------------------------------</td>
<td>-------</td>
<td>-------</td>
<td>----------</td>
</tr>
<tr>
<td>02</td>
<td>Media Watch</td>
<td>2015</td>
<td>04</td>
<td>Rs.200</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2016</td>
<td>04</td>
<td>Rs.100</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2016</td>
<td>03</td>
<td>Rs.3000</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017</td>
<td>01</td>
<td>Rs.3000</td>
</tr>
<tr>
<td>03</td>
<td>Media Mimamsa</td>
<td>2016</td>
<td>03</td>
<td>Rs. 350</td>
</tr>
<tr>
<td>04</td>
<td>Advance Research</td>
<td>2016</td>
<td>I &amp; II Completion</td>
<td>Rs. 3500</td>
</tr>
<tr>
<td>05</td>
<td>Newspaper Research Journal (International)</td>
<td>2017</td>
<td>01</td>
<td>Rs.30,617</td>
</tr>
<tr>
<td>06</td>
<td>Electronic news</td>
<td>2017</td>
<td>01</td>
<td>Rs. 27,250</td>
</tr>
<tr>
<td>07</td>
<td>The International journal of Press/Politics</td>
<td>2017</td>
<td>01</td>
<td>Rs 41,137</td>
</tr>
<tr>
<td>08</td>
<td>Journal of creative communication</td>
<td>2017</td>
<td>01</td>
<td>3,150.00</td>
</tr>
</tbody>
</table>

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection? OPAC (Online Public Access Catalogue)

   a. Electronic Resource Inflibnet package for e-journals,
   b. Federated searching tools to search articles in multiple databases
   c. Library Website Link
   d. In-house/remote access to e-publications
   e. Library automation
   f. Total number of computers for public access Computers
   g. Total numbers of printers for public access
   h. Internet band width/ speed
   i. Institutional Repository
   j. Content management system for e-learning
k. Participation in Resource sharing networks/consortia (like INFLIBNET)

a) OPAC (Online Public Access Catalogue): OPAC has been made available in the library in order to locate any shelved book easily within the CJMC library by author, title, and subject.

b) Electronic Resource Management Package for e-journals: e-Journal packages are available with CJMC Library services through which, the students / faculties can access all e-journals, articles, case studies, back files and abstracts, are in use till Academic Year 2015-16. Inflibnet is in use now.

c) Federated searching tools to search articles in multiple databases.

d) Library website - CJMC proposes its official link on parent website, [www.mgmjournalism.org](http://www.mgmjournalism.org), where Library’s web-presence would be made available soon from coming academic session. Availability of the books can be seen using institute’s ERP very soon.

e) In-house/remote access to e-publications:

f) CJMC has made available the remote access to e-publications, to its staff and students by way of the Inflibnet.

g) Library automation - Automation is carried out with software in the CJMC library.

h) Total No.of computers for public access : 02

i) Total no. of printers for public access: 01

j) Internet band width / speed: 08 mbps
k) Institutional repository: Compact Discs and Pen drives are available in the library for students.

l) Participation in resource sharing networks/consortia like INFLIBNET:

i. CJMCs library has reached out to the library of the sister institution Jawaharlal Nehru Engineering College (JNEC) and Institute of Management (IOM) through book-loan scheme.

ii. College is also making the INFLIBNET connectivity through its parental affiliating body Dr. BAMU.

iii. Regular training to the students is given for public access for socialization of technology.

4.2.5 Provide details on the following items.

<table>
<thead>
<tr>
<th>Details</th>
<th>Particulars</th>
</tr>
</thead>
<tbody>
<tr>
<td>Average numbers of walk ins</td>
<td>25</td>
</tr>
<tr>
<td>Average number of books issued/ returned</td>
<td>3840</td>
</tr>
<tr>
<td>Ratio of library books to students enrolled</td>
<td>1:16</td>
</tr>
<tr>
<td>Average number of books added during last four years</td>
<td>218</td>
</tr>
<tr>
<td>Average number of login to OPAC</td>
<td>Not recorded</td>
</tr>
<tr>
<td>Average number of login to e- resources</td>
<td>Not recorded</td>
</tr>
<tr>
<td>Average number of e- resources downloaded/printed</td>
<td>Not recorded</td>
</tr>
<tr>
<td>Number of information literacy training organized</td>
<td>05</td>
</tr>
<tr>
<td>Details of “weeding out” of books and other materials</td>
<td>None</td>
</tr>
</tbody>
</table>
4.2.6 Give details of the specialized services provided by the library

a. Manuscripts
b. Reference
c. Reprography
d. Inter library loan service
e. Information deployment and notification
f. Download
g. Printing
h. Reading list/Bibliography compilation
i. In house/remote access to e-resources
j. User orientation and awareness
k. Assistance in searching databases
l. INFLIBNET/IUC facilities

a) Manuscripts: Manuscripts are not available in the library.

b) Reference - Separate Reference Library is made available for students, faculty and staff of MGM CJMC and private researchers. Comfortable seating arrangement is available for students, faculty and staff for their referential studies.

Reference Library books on various curricular and non-curricular aspects are available. Computers with internet facility are also made available for its users.

c) Reprography - Reprographic facilities viz. photocopy-machine, printer and scanner are made available within the Reference Library.

d) Interlibrary Loan Service - Inter library loan service is available with the libraries of JNEC, MGM Institute of Hotel Management and Catering Technology and G.Y. Pathrikar Institute of Computer Sciences. The Institute
membership of library Dr. BAMU, Aurangabad is also available.

e) **Information Deployment and Notification** - Lists of journals and e-journals are displayed in the library notice board. Relevant notices regarding the new arrivals of books in the library are displayed for students and faculty. Journal and books catalogues received from various publications are also available in the library.

f) **Download and Printing** - MGM CJMC library provides downloading, printing and scanning facilities to students and other faculty users.

g) **Reading list/Bibliography Compilations** - Book lists, author wise, title wise and subject wise are made available in computer for students within the OPAC set-up. The library maintains a systematic book keeping practice to shelve them subject wise with rack no. in order to ensure a hassle-free and easy access to the needed book by the students and faculty.

h) **In House / Remote Access to e-resources** - Institute library provides access to e-journal database viz. Inflibnet

i) **User Orientation and Awareness** - Website of the Institute offers information of the library resources where the information about the library is available.

j) **Assistance in Searching Databases** - MGM CJMC library set-up and staff members always help the students and faculty for searching library resources.

k) **INFLIBNET IUC facilities** - Available.
4.2.7 Enumerate on the support provided by the library staff to the students and teachers of the college.

a) MGM CJMC library staff enthusiastically supports the students and faculty in their learning and research pursuits.
b) Information regarding current titles, new publications, latest journals, e-journals is made available from time to time to the faculty. Newspaper cuttings are also kept and displayed in reference library. Library staff also assists students in finding books of their choice.
c) As a regular routine, newspapers are displayed systematically. Special clipping are classified for current affairs and general studies.

4.2.8 What are the special facilities offered by the library to visually/physically challenged persons? Give details.

a) Library is made accessible to differently-abled person by using of wheel chair.
b) Library staff has been instructed to assist physically and visually challenged persons to search books and issue the same.
c) Brail script is available for blind students.

4.2.9 Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)
a) Yes, the library gets feedback from students and faculty.
b) Questions about the feedback of library are put in the students end of semester feedback and in the faculty feedback.
c) Suggestion box has been kept at the prominent place in the library for suggestion from students / faculty if any.
d) Suggestion register is kept at the entrance of the library for users to give suggestions.
e) **Analysis:** Feedback prints are compiled and given to the library committee. The committee considers the prints and valid points are forwarded to the Principal for discussion and action. Action is taken on the valid point for further improvement.
f) **Strategy:** All users are encouraged to give points for the improvement of library. Feedback is anonymous so that there is no hesitation on the part of the users to give points.
g) Analysis of feedback is conducted by the committee.
h) Inputs so received are discussed in the meeting of library committee and action plan is decided.
i) College library has received books in donation from Scholars, VIP. Mr. B.H. Rajurkar collection is used by Hindi Journalism Scholars.

### 4.3. IT Infrastructure

4.3.1. Give details on the computing facility available (hardware and software) at the institution.
a) Number of computers with Configuration (provide actual number with exact configuration of each available system) - 40 computers

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Specification</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>DELL Core 2 Duo, Intel Pentium CPU G3250 3.02 Ghz.500 GB HDD, 02 GB RAM 17” LED, 300 GB HDD</td>
<td>32</td>
</tr>
<tr>
<td>02</td>
<td>Laptop DELL Core2Dou, 2.10 Ghz, 2 GB RAM, 300 GB HDD, 15” LED</td>
<td>01</td>
</tr>
<tr>
<td>03</td>
<td>DELL Multimedia editors PC Intel Core i5, 3.10 Ghz, 1 TBHard disc, 08 GB RAM</td>
<td>08</td>
</tr>
<tr>
<td>04</td>
<td>Apple iMac 67.5 cm, 3.1 Ghz Quad core, Intel core i5, 8Gb Ram, 1 Tb HDD</td>
<td>01</td>
</tr>
</tbody>
</table>

b) Computer-student ratio - 1:6
c) Computer-student ratio - 1:2
d) Stand alone Facility: Printout, CD/DVD Writing, Scanner, Photocopying machine (Xerox)
e) LAN Facility: Computer Labs, Faculty/Staff Rooms, Office, Library, Principal Office.
f) Wi-Fi Facility: MGM CJMC campus is Wi-Fi enabled. This facility is available to students
g) Licensed software: Following software’s are available:

i. Windows 7

ii. Quick Heal antivirus

iii. Red hat Linux Enterprise Server Basic

iv. ERP for the Institute
h) Number of Nodes / Computers with Internet Facility

Computers in 40 No. with internet facility (Leased Line having speed 08 mbps) - Including those in Staff Rooms, Computer Labs, Computer Centers and Class rooms.

i) Any other

MGM CJMC has 4 Projectors and 3 printers installed. In the academic year 2016- 2017an ICT Digital Board has been installed in the Seminar Hall.

4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

Following facilities are made available to faculty and students:

a) Faculty - MGM CJMC provides computer system to all faculty members with LAN and internet facilities Laptops, internet data cards, external storage discs, multimedia speaker and landline phone.

b) Students - Computer Labs with Internet facility are available to the students Practical periods are allocated within the timetable to ensure optimum utilization of the Computer labs. Separate Language Lab is also available and the Institute has developed its own syllabus for “Foreign Language” and in the allocated period, students actively use language lab.

c) ERP - The College has its own ERP. Information regarding course plans, attendance, personal information of the
students and any other information required to be communicated to students is put on the ERP.

d) In Design software and cool edit pro has been installed.
e) FCP software with apple computer has been installed recently.
f) Students of CJMC are availed with the guidance of media experienced faculties for layout designing and software handling.

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

a) Faculty from BA(MCJ) and BA(IJ) as well as MA(MCJ) departments and lab in-charge review the condition of the computers in the Institute and decide the type of upgradation required. Institution purchases new versions of computers as and when required. In the annual budget adequate provisions are made for the same.

b) Certain jobs like repairing in a breakdown etc. are outsourced from time to time.

c) Similarly ERP is improved based on the requirement of students/teachers.

d) Library software has also been replaced by a better version recently.

4.3.4 Provide details on the provision made in the annual budget for procurement, up gradation, deployment and
maintenance of the computers and their accessories in the institution (Year wise for last four years)

a) Provision for procurement, up gradation and deployment in the Institute.

**Table: Expenditure on Computer in last four years:**

<table>
<thead>
<tr>
<th>Year</th>
<th>Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td>20113-14</td>
<td>8,700.00</td>
</tr>
<tr>
<td>2014-15</td>
<td>12,300.00</td>
</tr>
<tr>
<td>2015-16</td>
<td>18,750.00</td>
</tr>
<tr>
<td>2016-17</td>
<td>19,590.00</td>
</tr>
</tbody>
</table>

The department of IT maintenance of sister college JawaharLal Nehru Engineering College looks and maintains the major expenditure related to repairing or upgradation of the computers.

**4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching / learning materials by its staff and students?**

a) Portable Video Projector system is available. One digital board is fixed in Seminar hall for presentations with special CCTV effects. Each of the faculty members of MGM CJMC is provided with a work station with computer under LAN and internet connectivity.

b) A good collection of CDs and DVDs is maintained in CJMC’s library which is effectively used by the teachers to make learning an enriching experience for students.
c) Library has separate computer systems to access online databases and resources. Teachers and students are encouraged to use these facilities.
d) Expert lectures are arranged for the faculty on the use of ICT resources in teaching.
e) Online resources like Live TVS, News Bulletin, Special interviews, Documentaries, Websites, and Blogs are frequently used by the teachers to make learning interesting.
f) MGM CJMC’s ERP-setup is open for the access of students and of teaching and non-teaching staff to update themselves on syllabus covered attendance record and students personal data.
g) Faculty use ERP for displaying their course-plan and feed attendance etc. while students may check their result of exams and attendance-status etc.
h) References to websites related topics are made in course plans, so that students could refer to those sites.
i) ERP training is given to faculties and students to improve and use.

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching-learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

a) MGM CJMC keeps and maintains the best IT infrastructure which in turn paves the way for enriched learning by the
students. Classrooms are made available with portable projectors and mostly the faculty use MS Power Point presentations, e-resources and websites to make learning an interesting and delightful experience.

b) In the same course, the CJMC faculty also uses various audio video inputs to make their delivery more effective.

c) PG Students are encouraged to give presentations in the class by using these means and tools. MGM CJMC, through its ERP set up, provides online notes and assignments also to its students.

d) MGMs group-website and its linked website of MGM CJMC also facilitate the access of ERP login for faculty and students alike to enable them in their respective curricular and co-curricular pursuits.

e) Library maintains a good collection of CDs and DVDs on topics like Documentaries in film making and many topics in Mass Communication and Journalism.

4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

This service is utilized through INFLIBNET System of the affiliated university.

4.4 Maintenance of Campus Facilities

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for
maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

a) The Institute carries out budgeting every year in the month of January. The budget is based on the inputs of last year’s expenditure and consulting the important appointments of the Institute.

b) The resource allocation is done as per requirements projected by the course coordinators, Librarian, In-charge administration, coordinator research, coordinator - academics, and Training Placement Officer and coordinator - alumni.

c) The estimate is then forwarded to the MGM Trust Office for approval. Expenditure is carried out according to the approval.

d) The expenditure is monitored and it is ensured that budget is not exceeded without approval.

<table>
<thead>
<tr>
<th>Sr.No.</th>
<th>Facility/Year</th>
<th>Amount in Rs.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>2013-14</td>
</tr>
<tr>
<td>1.</td>
<td>Building</td>
<td>---</td>
</tr>
<tr>
<td>2.</td>
<td>Furniture</td>
<td>11500</td>
</tr>
<tr>
<td>3.</td>
<td>Equipment</td>
<td>195</td>
</tr>
<tr>
<td>4.</td>
<td>Computer</td>
<td>75900</td>
</tr>
<tr>
<td>5.</td>
<td>Library</td>
<td>59599</td>
</tr>
<tr>
<td></td>
<td>Books</td>
<td>---</td>
</tr>
<tr>
<td>6.</td>
<td>Journals</td>
<td>---</td>
</tr>
</tbody>
</table>
4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

a) There is efficient and professionally managed construction department of MGM Trust which handles carpentry, electrical, plumbing and civil work. All services pertaining to civil work are procured from this department on requisition register.

b) There is a central housekeeping agency on contract which provides its housekeeping services including cleaning, wet mopping and washroom cleaning.

c) For overall monitoring and qualitative and quantitative supervision of the said services, a supervisor has been appointed. The supervisor is responsible for the working of the outsourced services. Through the housekeeping committee of CJMC, he reports to the Principal.

d) All computer labs and all the computers and the related equipments are managed and maintained by Hardware In charge and Lab Assistant. All Computer labs along with their equipments are checked quarterly.

e) System administrator carries out the administration of all networks and/or systems of MGM Institutes.

f) Apart from having its own security personnel contingent, MGM hires and controls a security service centrally, which provides security service to MGM CJMC as well.

g) Equipment maintenance is and executed by In-charge administration of the college.

h) Antivirus software is used as per requirement.
i) Guidelines are followed as per JNEC College System which is a sister institution.

4.4.3 How and with what frequency does the Institute take up calibration and other precision measures for the equipment/instruments? No instruments requiring calibration are held in the Institute.

No instruments requiring calibration are held in the Institute.

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

   a) All sensitive equipments like computers/ lab equipments are supplied power through UPS.
   b) MGM has centralized Hardware & Software department. If problem is not resolved by own staff maintenance concern person is called.
   c) In case of emergency, generator power supply is provided by running generator by construction department.
   d) Water supply is provided by construction department. Institute has installed water filters and coolers, which are maintained by a contractor.
   e) Fire Extinguishers are installed on every floor as a prominent safety measure. They are checked and maintained by construction department.
   f) Pest Control in the library is carried out by a contractor.
   g) Housekeeping committee is responsible for maintenance of accommodation along with IC Administration.
Criterion V:
Student Support and Progression
CRITERION V:
STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

5.1.1 Does the institution publish its updated prospectus/handbook annually? If ‘yes’, what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

A. College Prospectus: CJMC publishes its prospectus annually which contains information about the vision and mission and history of the college, details of the courses being offered (curriculum), affiliations, requirements and rules of admission, details about faculty, infrastructural facilities, achievements and important events of the College and rules and regulation regarding conduct and expectations from the students.

B. Placement brochure is also published which gives details of student’s profile. College has a website (www.mgmjournalism.org) which contains similar information. Website is updated regularly and contains current information as well.

C. To ensure accountability of the above, following measures are taken:

i. Policies of the college are based on the mission and vision of the Trust and commitment of the College.
ii. Review of results and activities is carried out to see congruence between the commitment and the actual achievements.

iii. Faculties and non-teaching staff is well aware of vision and mission and maintenance of quality. They are divided into various functional groups (committees) to ensure that all commitments are fulfilled.

iv. Principal takes overview in meetings about activities planned and covered in that particular time period. To ensure proper planning of teaching methods, at the beginning of every semester, all the faculties have to submit a Course Plan which includes details of schedule of conduct of the lectures. The course plan is filled by the faculty and reviewed by Principal at regular interval. Course plan which helps to cover the syllabus smoothly. Also at the end of every semester, all the faculties have to submit Academic File which contains filled up attendance sheets, course plans with signatures of Principal.

v. Every semester, feedback from students, parents, alumni is taken about the curriculum, infrastructure, teaching, extracurricular events as well as co-curricular activities which is an instrument of accountability for the College. The feedback is analyzed and steps are taken to correct the discrepancies if any.

vi. Progress of the students is monitored and the same is reviewed by the Principal. All members of staff understand their accountability.
vii. Performance of staff is reflected in their performance appraisal and it adds to the accountability. Performance is discussed with the raters and this assists in enhancing accountability.

viii. The college has prepared a report on teachers appraisal and suggestions are given to individual teachers.

ix. Feedback forms of teachers evaluation by students is prepared and teachers are personally informed about their performance for improvement.

x. Quality control mechanism (IQAC) functions to bring improvement in the academic and administrative aspects to enhance deliverable as per commitment.

5.1.2 Specify the type, number and amount of institutional scholarships / freeships given to the students during the last four years and whether the financial aid was available and disbursed on time?

A. MGM CJMC offers government scholarship to all the students belonging to various caste categories. College also offers freeships to the students who are economically weaker but they are willing to take education and the passion for the study. We also have tie-up with some local bodies to get some financial aid to students.

B. The students are awarded scholarship as per government rules through Social Justice and Special Assistance Department. Details of scholarships given by MGM CJMC are mentioned in the table below.
Table: Number of Institutional Scholarships Given by College Management

<table>
<thead>
<tr>
<th>Type (waiver 50%)</th>
<th>2013-14</th>
<th>2014-15</th>
<th>2015-16</th>
<th>2016-17</th>
</tr>
</thead>
<tbody>
<tr>
<td>Candidates</td>
<td>--</td>
<td>02</td>
<td>03</td>
<td>02</td>
</tr>
<tr>
<td>Amount</td>
<td>--</td>
<td>32,250.00</td>
<td>82,000.00</td>
<td>55,000.00</td>
</tr>
</tbody>
</table>

C. Students who are given freeship/concession by the management need not have to make payment.

D. Former CM and President of Nationalist Congress Party Sharad Pawar have given financial help to poor and draught affected students.

5.1.3 What percentage of students receives financial assistance from state government, central government and other national agencies?

Following table shows the details of students received financial assistance from government.

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Type (waiver)</th>
<th>2013-14</th>
<th>2014-15</th>
<th>2015-16</th>
<th>2016-17</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Minority</td>
<td>Nil</td>
<td>Nil</td>
<td>Nil</td>
<td>Nil</td>
</tr>
<tr>
<td>2</td>
<td>VJNT</td>
<td>218055 (14)</td>
<td>50052 (17)</td>
<td>484044 (17)</td>
<td>289440</td>
</tr>
<tr>
<td>3</td>
<td>VJNT Freeship</td>
<td>19565</td>
<td>362850</td>
<td>48132</td>
<td>--</td>
</tr>
<tr>
<td>4</td>
<td>OBC</td>
<td>208260 (12)</td>
<td>183150 (17)</td>
<td>275410 (20)</td>
<td>205030</td>
</tr>
<tr>
<td>5</td>
<td>SBC</td>
<td>--</td>
<td>--</td>
<td>17364 (1)</td>
<td>17680</td>
</tr>
</tbody>
</table>
5.1.4 What are the specific support services/facilities available for
Students from SC/ST, OBC and economically weaker sections,
Students with physical disabilities, overseas students, Students
to participate in various competitions/National and International
Medical assistance to students: health centre, health insurance
etc. Organizing coaching classes for competitive exams Skill
development (spoken English, computer literacy, etc.) Support
for “slow learners” Exposures of students to other institution of
higher learning/ corporate/business house etc. Publication of
student magazines. Details of the support services/facilities are
as follows:

A. Students from SC/ST, OBC and Economically Weaker
Sections.

i) Scholarships are given to the SC/ST, OBC students as per
guidelines of Social Welfare Department.

ii) The economically backward students are allowed to pay their
fees in installments.

iii) Books are distributed in Book bank facilities every year. Book
Bank is available for those students which are exclusively meant
for them.

iv) Needy students are given concession in fees by Trust.
B. Students with Physical Disabilities

i) Accessibility to their class rooms by constructing ramps.

ii) Provision of wheel chair.

iii) Special coaching and care is given to physically disabled students.

C. Overseas Students

i) Foreign students are admitted to BA(IJ) Course.

D. Students to Participate in Various Competitions/National and International

i) MGM CJMC motivates the students to participate in various competitions.

ii) A separate committee looks into all the invitations which the College receives for the extracurricular events. The committee prepares the students for these competitions and also accompanies them for boosting their morale and motivates them.

iii) In addition, the college has a Sports Committee which looks after participation of students in various sports events. The students who participate in these competitions are given consideration with reference to attendance, internal marks and submissions.

iv) The enrollment fee of these competitions is borne by the College.

v) Separate monetary allowances (for food and travel) are given to the students who participate in these competitions. MGM CJMC
also provides the students with sports infrastructure, sports equipments etc. in Youth festival, Literature festival, student council, MGM Olympics.

vi) Students attend debate, quiz presentations, sports competition as well as photography, documentary & short film competitions quite regularly.

E. Medical Assistance to Students: Health centre, Health insurance etc.

i) Medical assistance in the form of medical hospital with all modern facilities is available to all the students at campus in MGM Hospital.

ii) Medical treatment is given to students at MGM hospital at concessional rates.

iii) First aid kit is also available for the students in administrative office of CJMC.

iv) All students of first year are insured for life.

F. Organizing coaching classes for competitive exams

i. Awareness about the competitive exams is created among the students through various guest lectures.


iii. Guest lectures are organized for the students to make them aware regarding UPSC/ MPSC and all other competitive exams etc.
iv. CJMC regularly displays the private and governmental recruitment advertisement & notifications on notice board and social media.

v. Special lectures are held on preparations related to Indians Information service.

vi. Career festival was organized in collaboration with Daily Maharashtra Times Aurangabad in 2016.

vii. Employment News of government of India is subscribed for students guidance.

viii. MGM CJMC has tie up with its sister institute MGM Competitive examinations centre to prepare for competitive examinations

G. Skill development (spoken English, computer literacy, etc.)

i. **English/Marathi and Foreign Language:** CJMC conducts special batches and courses beyond regular classes for students to improve Marathi & English other foreign language.

ii. **Soft Skills:** College organizes Soft Skill workshop which enhance the linguistic, non verbal communication & prepares students for interview. Soft skills programs are organized every year which help in developing the overall personality, mannerism, etiquettes, decision making skills as well as developing language proficiency of the students.

iii. Regular language improvement programs are conducted in collaboration with MGM’s IIFLC in Aurangabad.
iv. BA International Journalism students learn a foreign language compulsory in their academic curriculum.

v. MGM Skill development centre has successfully received approval for 74 short term skill developmental courses under Pramod Mahajan Kaushalya Vikas vaa Udyojakta Abhiyan by government of Maharashtra.

vi. **General Awareness** - CJMC conducts special lectures to create awareness on various topics such as world economy, Science, Geography, History and current affairs etc. Different syllabus is designed for different semesters and seminars are conducted to improve student’s college level. A written exam is also conducted to assess the understanding of students and internal marks are awarded.

vii. Free internet facility is available to the students in MGM CJMC.

viii. Students are required to submit PowerPoint presentations in the class which enhances their presentation skills and confidence. The Power point presentations are a part of practical assessment of Journalism courses.

H. **Support for ‘slow learners’**

i. Remedial classes and tutorials are arranged for improving the speed of learners.

ii. GFM (Guardian Faculty Member) for each division is allotted to concentrate on gradual development of slow learners. They are counseled at regular intervals and record of the same is kept in GFM register.

I. **Exposures of students to other institution of higher learning/corporate/media house etc.**
i. Students are exposed to media houses regularly every year. Every media industry visit is organized as a specific focus area on print and electronic media such as Newspapers, Television, Radio, Advertising, Public Relation, Film etc.

ii. CJMC also organizes educational tours to metro cities like New Delhi, Mumbai, Pune, Hyderabad, Chennai to get acquainted with the various media houses, Parliament house, Universities with media dept. etc.

iii. College organizes guest lectures by Foreign Faculties for the students. Recently Nick Oza of USA delivered the lecture on topic Photography and Art and Society and Kathleen L. Mount from University of Washington, USA delivered the lecture on “Education in USA”.

J. Publication of student magazines and videos

i. CJMC publishes MGM SAMVAD & MGM INSPIRE newspaper in Marathi & English language respectively. This newspaper is completely designed & edited by students and it aims to improve professional skills of learners.

ii. House Journal GAVAKSH is also published regularly as MGM Trust bulletin.

iii. MGM Samvad is the annual magazine of the college. Students contribute for it and carry out the entire work related to its publication. All the yearly events and guests and information about cultural activities are highlighted in the journal.

iv. Video Documentaries, Interviews, Field report and discussions are made by students on various topics and the
selected students are promoted to participate on regional and national level.

5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.

i. Media Entrepreneurship Cell is established in the college and regular interaction with local media industry is arranged to involve students in the media professional. Once in a month regular interaction with media entrepreneurs is organized on behalf of Media Entrepreneurship Cell (MEC).

ii. Projects are prepared to publish newspapers as well as to set to the local channels as a business venture.

iii. Success stories of alumni are shared through MEC regularly.

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

- Additional academic support, flexibility in examinations
- Special dietary requirements, sports uniform and materials
- any other

Following are the strategies of the College:
a) Extracurricular and co-curricular activities

i. Conduct of co-curricular and extracurricular activities is one of the top priorities on agenda of the college. CJMC has co-curricular committee composed of three faculty members and students. Organization of co-curricular and extracurricular activities finds its mention in the time table of the College. As a policy, every Saturday has been earmarked for these activities. Students feel motivated to attend these activities as these activities provide valuable attributes, contribute towards internal assessment as well and every faculty and student is motivated to organize and participate in them. These activities are sponsored by the College and infrastructure is provided for high standard.

ii. Notices of the extra curricular and co-curricular activities like group discussion, presentation, debate, book review etc. are displayed on the notice boards and announcements are made in all classes. Mentors are allotted who guide the group of students for the same. During the activity, assessment is done by a group of panelist by giving marks and comments on the basis of criteria decided by respective committees. Best performing students are encouraged by giving the prizes. The marks of these activities are considered in internal assessment.
b) **Sports:**

College has Sports Committee which is responsible for coordinating the sports events of the students. Following things are arranged by the College for the students who participate in these activities:

i) Notification messages are displayed and communicated to students.

ii) Teams are sent for inter collegiate sports competitions also.

iii) Special dietary requirements, sports uniform and materials are provided by the college.

iv) Apart from travelling allowances, Rs 150/- and Rs 100/- as daily allowance per student are given by College to all the participants outside the city and within city respectively while attending sports tournaments.

v) Every year, sports equipments are purchased by College as per the requirement.

vi) All sports infrastructure like swimming pool, badminton court, volleyball ground, basket ball court, cricket ground, rifle shooting, lawn tennis etc. is made available to the students.

vii) MGM Olympics is organised every year on Trust’s Foundation Day. College has received seven awards during last two years.
viii) Every year the college organises university level inter-college sports tournaments to promote sports activities.

x) MGM CJMC has approved funding for Saloni Avhad a student of BAIJ for her International sports activity.

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR-NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central / State services, Defense, Civil Services, etc.

i. Following efforts are taken by the institution to help students in various competitive exams:

i. Awareness about the competitive exams is created among the students through various guest lectures and notices.

ii. Inviting institutions to brief our students about opportunities after graduation.

iii. A series of guest lecturers is organized for the students to make them aware about professional courses.

iv. Books for preparation of MPSC/ UPSC/ TOEFL have been made available in the library.

v. The following students / faculties have passed SET/NET/SET

\[
\begin{align*}
\text{i) } & \text{Ms Alka Pandit} \\
\text{ii) } & \text{Mr Hanumant Kamble} \\
\text{iii) } & \text{Hemant Rawate}
\end{align*}
\]
iv) Asha Deshpande

v) Madhav Sawargave

**TOEFL/ ILETS**

1. Neha Pimple

### 5.1.8 What type of counseling services are made available to the students (academic, personal, career, psycho-social etc.)

i. Counseling services are made available to the students in various forms, such as academics to improve their performance in the studies as well as in communication. Academic and personal counseling is done by GFM as well as other faculty members.

ii. Counseling register is maintained by GFM.

iii. TPO and Placement coordinator guides the student about current openings in the media field.

iv. Psychological counseling is provided by qualified psychological counselor if any student requires. Psychological counselor is available in MGM CJMC’s sister institute.

### 5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If ‘yes’, detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).

Yes. Career guidance and placement mechanism are available.
i. This is processed by placement cell. Job opportunities are given to students by arranging campus, open campus as well as off campus interviews.

ii. Providing training to students as they need (personality development, aptitude test, training, general awareness, communication skill development are a part of regular teaching).

iii. Arranging workshop for MA(MCJ) students as per need of latest technologies implemented in the media industry for editing and design purpose as well as for TV Production Automation.

iv. Five sessions are held by TPO in a semester for career guidance and placements of students for each class.

v. Pre-placement sessions also organised by TPO before attending the campus interview.

vi. Record is maintained by TPO.

vii. Details of recruiters and placements of MA(MCJ) final years are given below.

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Year</th>
<th>Total Students</th>
<th>Recruited</th>
<th>Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>2013-14</td>
<td>16</td>
<td>11</td>
<td>69</td>
</tr>
<tr>
<td>02</td>
<td>2014-15</td>
<td>28</td>
<td>12</td>
<td>43</td>
</tr>
<tr>
<td>03</td>
<td>2015-16</td>
<td>28</td>
<td>20</td>
<td>72</td>
</tr>
<tr>
<td></td>
<td>Average recruitment provided by college TPO</td>
<td>62</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.
i. Yes, the college has a student grievance redressal cell. Students are aware of the same and are free to speak to the staff / admin staff on their grievances.

ii. Suggestion boxes have been put at a number of prominent places for the students to intimate their grievances in writing in case they want to remain confidential.

5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?

i. The Anti Sexual harassment committee (Vishakha Committee) is established in the college for this purpose.

ii. Lists of the members of this cell is displayed at prominent places in the college.

iii. The committee creates awareness for gender equality and organises various lectures/talks by experts on the same subject.

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

Yes, Anti-ragging committee has been constituted in the college. Students of the college are educated and are made aware about ragging issues and anti-ragging law. Principal of the MGM CJMC also takes care about anti ragging.

i. Anti ragging affidavits are collected at the time of admission.
ii. Anti-ragging boards are displayed in corridors of the college.

iii. Anti-ragging guidelines have been displayed on College’s website.

iv. Anti-ragging squad keeps a strict watch in this regard.

v. No incident of ragging has been reported so far yet.

5.1.13 Enumerate the welfare schemes made available to students by the institution.

i. Fee concession to meritorious students taking admission in CJMC

ii. Financial help for needy students, concession in the tuition fees.

iii. Free medical tests.

iv. Medical treatment at concessional rates at MGM hospital.

v. Provision to pay fee as per convenient installments.

vi. Special concession in the fee for membership of swimming pool.

vii. Ten percent concession in ‘SALT’ restaurant which has been established as a practical centre for Hotel Management Students.

viii. Fifty percent tuition fee concession to the wards of MGM employees.
5.1.14 Does the institution have a registered Alumni Association? If ‘yes’, what are its activities and major contributions for institutional, academic and infrastructure development?

Yes, college has an Alumni Association which is registered with local charity commission office.

a) Activities of Alumni Association:

i) Alumni Association meetings are held and they provide valuable inputs for improvements through their feedback.

ii) Suggestions regarding skill development of students according to the requirement of industry.

iii) Placement assistance by alumni.

iv) Assistance in providing guest speakers and maintaining industry academia linkages.

iv) Assistance in the functioning of Media Entrepreneurship Cell (MEC). Two alumni are members of MEC.

5.2 Student Progression

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.

Beside the recruitment some of the students prefer to pursue higher education after completion of MAMCJ. In the year 2013-14 (01 student), 2014-15 (01 student) and (03 students) 2015-16 enrolled for higher education like M.Phil and PhD.
<table>
<thead>
<tr>
<th>Sr No.</th>
<th>Year</th>
<th>Total students</th>
<th>Enrolled for higher education</th>
<th>Recruited</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>2013-14</td>
<td>16</td>
<td>01 (6.25%)</td>
<td>11 (69%)</td>
</tr>
<tr>
<td>02</td>
<td>2014-15</td>
<td>28</td>
<td>01 (3.57%)</td>
<td>12 (43%)</td>
</tr>
<tr>
<td>03</td>
<td>2015-16</td>
<td>28</td>
<td>03 (10.71%)</td>
<td>20 (72%)</td>
</tr>
<tr>
<td>Total percent</td>
<td></td>
<td>6.8 %</td>
<td></td>
<td>(62%)</td>
</tr>
</tbody>
</table>

With reference to above mentioned percentage it is clearly stated that only 6.8% students are involved and interested in pursuing the higher education where as total 62% students prefer recruitment after completing their post graduation.

5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

a) Course wise passing percentage in the last four years is given in the table below.

MAMCJ IV Semester

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Year</th>
<th>Total No. of Student</th>
<th>Passed Students</th>
<th>Percentage of Passed students</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>2013-14</td>
<td>19</td>
<td>13</td>
<td>68.42</td>
</tr>
<tr>
<td>02</td>
<td>2014-15</td>
<td>16</td>
<td>11</td>
<td>68.75</td>
</tr>
<tr>
<td>03</td>
<td>2015-16</td>
<td>28</td>
<td>13</td>
<td>46.42</td>
</tr>
<tr>
<td>04</td>
<td>2016-17</td>
<td>28</td>
<td>23</td>
<td>82.14</td>
</tr>
</tbody>
</table>
### BAMCJ VI Semester

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Year</th>
<th>Total No. of Student</th>
<th>Passed Students</th>
<th>Percentage of Passed students</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>2013-14</td>
<td>--</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td>02</td>
<td>2014-15</td>
<td>--</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td>03</td>
<td>2015-16</td>
<td>17</td>
<td>15</td>
<td>88.23</td>
</tr>
<tr>
<td>04</td>
<td>2016-17</td>
<td>20</td>
<td>17</td>
<td>85.00</td>
</tr>
</tbody>
</table>

### BAIJ VI Semester

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Year</th>
<th>Total No. of Student</th>
<th>Passed Students</th>
<th>Percentage of Passed students</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>2013-14</td>
<td>--</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td>02</td>
<td>2014-15</td>
<td>--</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td>03</td>
<td>2015-16</td>
<td>02</td>
<td>02</td>
<td>100</td>
</tr>
<tr>
<td>04</td>
<td>2016-17</td>
<td>06</td>
<td>06</td>
<td>100</td>
</tr>
</tbody>
</table>

b) Pass percentage of other colleges under Dr. B.A.M.U is not known.

### 5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

i. MGM CJMC motivates and provides counseling to students to study further and register for Ph.D. programme.

ii. By guiding and inspiring them to appear for SET & NET exams.

iii. College offers various employment oriented offers through interaction with TPO, experts and alumni.
5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

i. College staff assists and provide special care to weak students.

ii. Socio-Psychological Counseling is provided by the college.

iii. MGM CJMC assigns special assignments and home works to the students who need improvement in their academic life.

iv. Additional time is provided to appear them for examinations.

v. GFM cares about their personal academic development.

5.3 Student Participation and Activities

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

i. MGM CJMC organises wide range of sports, games, cultural and extra-curricular activities that are available to students. MGM group has well equipped sports complex with all required infrastructure which is available for students of CJMC all the time.

ii. MGM CJMC has added sports activities in its time table wherein sports activities are conducted every week for 01 period.
iii. College students have participated in several local, regional and international sports activities. Students have actively participated in university level tournaments. MGM CJMC provides excellent sports and games facilities in cricket, basketball, volleyball, Kabaddi, swimming, and other indoor games.

iv. The details of sports activities in which students took part are tabulated below.

**Students participated in Inter college sports events in Academic year 2016-17:**

<table>
<thead>
<tr>
<th>Event Name</th>
<th>No. of students</th>
<th>Organized by</th>
<th>Venue</th>
<th>position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Swimming</td>
<td>11</td>
<td>MGM Olympic</td>
<td>MGM swimming pool</td>
<td>Third</td>
</tr>
<tr>
<td>Running</td>
<td>05</td>
<td>MGM Olympic</td>
<td>MGM stadium</td>
<td>Participation</td>
</tr>
<tr>
<td>Kabbaddi</td>
<td>10</td>
<td>MGM Olympic</td>
<td>Sanskar Vidyalaya ground</td>
<td>Participation</td>
</tr>
<tr>
<td>Kho-kho</td>
<td>11</td>
<td>MGM Olympic</td>
<td>Sanskar Vidyalaya ground</td>
<td>Participation</td>
</tr>
<tr>
<td>Badminton</td>
<td>06</td>
<td>MGM Olympic</td>
<td>MGM badminton hall</td>
<td>Participation</td>
</tr>
<tr>
<td>Long Jump high jump</td>
<td>01</td>
<td>MGM Olympic</td>
<td>Sanskar Vidyalaya ground</td>
<td>Participation</td>
</tr>
<tr>
<td>Shot put throw</td>
<td>01</td>
<td>MGM Olympic</td>
<td>Sanskar Vidyalaya ground</td>
<td>Participation</td>
</tr>
<tr>
<td>Javelin throw</td>
<td>01</td>
<td>MGM Olympic</td>
<td>Sanskar Vidyalaya ground</td>
<td>Participation</td>
</tr>
<tr>
<td>Volly ball</td>
<td>09</td>
<td>MGM Olympic</td>
<td>Sanskar Vidyalaya ground</td>
<td>Participation</td>
</tr>
<tr>
<td>Chess</td>
<td>05</td>
<td>MGM Olympic</td>
<td>Sanskar Vidyalaya ground</td>
<td>Participation</td>
</tr>
</tbody>
</table>
5.3.2 Furnish the details of major student achievements in co-curricular, extracurricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years.

i. Students are encouraged to take part in cultural activities like folk dance, classical dance, singing, group singing and skits and etc.

ii. Following are the details of students’ achievements in various co-curricular, extracurricular and cultural activities.

iii. Saloni Avhad has received Body Power award on international level in the year 2017 and received Gold Medal in Mix Martial Arts in the year January 2017.

iv. Sumedh Thorat has received 2 state level awards in photography.

v. Siddika Surase participated in International dance event in Odissi held in Tokyo Japan in the year 2016

Table List of Curricular, extracurricular activities and cultural activities where CJMC student participated annual year 2016-2017
<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name of the competition</th>
<th>Organized by</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>Debate competition</td>
<td>M.P. LAW College Aurangabad BAMU, Aurangabad</td>
</tr>
<tr>
<td>02</td>
<td>Essay competition</td>
<td>MGM CJMC</td>
</tr>
<tr>
<td>03</td>
<td>Poem presentation</td>
<td>Jawaharlal Nehru Engineering college</td>
</tr>
<tr>
<td>04</td>
<td>Quiz competition</td>
<td>MGM Trust</td>
</tr>
<tr>
<td>05</td>
<td>Dance presentation</td>
<td>MGM Trust</td>
</tr>
<tr>
<td>06</td>
<td>Skit competition</td>
<td>MGM Trust</td>
</tr>
<tr>
<td>07</td>
<td>Republic day parade</td>
<td>MGM Trust</td>
</tr>
<tr>
<td>08</td>
<td>Photography competition</td>
<td>Ellora festival, Aurangabad</td>
</tr>
<tr>
<td>09</td>
<td>Film Festival</td>
<td>Yashvantrao Chavan Pratishthan</td>
</tr>
<tr>
<td>10</td>
<td>Elevator speech</td>
<td>Rotary RYLA</td>
</tr>
<tr>
<td>11</td>
<td>Short Film Festival</td>
<td>UNICEF</td>
</tr>
<tr>
<td>12</td>
<td>Cleaning Campaign</td>
<td>Mazi city taka tak</td>
</tr>
<tr>
<td>13</td>
<td>Documentary making</td>
<td>CJMC</td>
</tr>
<tr>
<td>14</td>
<td>Script writing</td>
<td>Yuvwani Akashwani Aurangabad</td>
</tr>
<tr>
<td>15</td>
<td>Indian student parliament</td>
<td>MIT Pune.</td>
</tr>
<tr>
<td>16</td>
<td>Discussion</td>
<td>Yashvantrao Chavan Pratishthan</td>
</tr>
</tbody>
</table>

5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

i. Various types of feedback are recorded by the college with an intention of growth and development.

ii. Every semester, feedback about the faculties is also collected from the students regarding their teaching.

iii. Feedback about non-teaching staff is also taken.
iv. Feedback related to various activities like co-curricular and extracurricular and media industrial visit is taken.

v. Feedback is also gathered from recruiters and visitors to gain knowledge about the quality of the students.

vi. Alumni are also requested to give feedback when they visit the College.

vii. Analysis of the feedback so obtained is discussed in the academic meetings along with the placement cell members to improve the institutions provisions.

5.3.4 How does the college involve and encourage students to publish Materials like catalogues, wall magazines, college magazine, and other material? List the publications/materials brought out by students during the previous four academic sessions.

a) MGM CJMC encourages the creativity of the students in various ways and to effectively enhance such skills, staff encourages students to publish the following:

i. **Wall Magazine**: College has dedicated wallpaper “Nikash” for their respective class rooms. All students are encouraged by teachers to contribute towards their wall magazines. Several Wall Magazines related to the curriculum are prepared during last four academic years.

ii. **MGM Samwad & MGM Inspire Newsletter**: MGM CJMC publishes two quarterly magazines to highlight the academic activities. Student’s writes articles, news stories, features, graphics, and cartoons for these magazines which
help to improve their creativity and polishes their skills related to media field.

iii. **MGM Samvad:** This yearly magazine is published to highlight various achievements of students, campus news and events. Students contribute various articles, short passages, management quotes etc. in this magazine.

iv. **MEDIA MESSENGER:** MGM CJMC publishes its Bi-annual Research Journal Media messenger with ISSN No. 2455-2046. Faculties contribute their research work and publish their research work in Media Messenger, students from MAMCJ and BAMCJ assigned to prepare layout, design Cover page, and sketches for this research journal.

v. During academic curriculum students publish at least 100 articles in the local newspapers.

vi. College motivates Students to create and write their own Blogs. More than 50 blogs have been written created and maintained by the students.

vii. Students are encouraged to use social media for effective communications.

b) The students are rewarded for writing good articles in the publication.

5.3.5 Does the college have a student council or any similar body? Give details on its selection, constitution, activities and funding.

i. Yes, MGM CJMC has a sixteen member student council.
ii. The selection is based on academic merit. The highest scoring student from each section is selected as member of student council.

iii. These members students select the appointments like President, Vice-president and Secretary for student council.

iv. A faculty member acts as Coordinator for student council.

v. Constitution of student council is available.

Activities of student council are:

i. A student council acts as link between student and management.

ii. Student council organises various student welfare activities.

iii. Reporting or projecting student problems.

iv. Student council has not been provided any funds.

5.3.6 Give details of various academic and administrative bodies that have student representatives on them. Details of various academic and administrative committees that have student representatives are given below:

MGM CJMC has various academic and administrative committees which ensure students active participation and nurture students with leadership and managerial skills.
### Table: Details of Committees that have Student Representation

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name of Committee</th>
<th>No. of Students Involved</th>
<th>Major Tasks</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Placement Committee</td>
<td>05</td>
<td>Maintaining relationship with prospective employers, preparing students for interviews, arranging campus interviews and providing opportunities for placements and better jobs</td>
</tr>
<tr>
<td>2.</td>
<td>Housekeeping</td>
<td>03</td>
<td>Checking and reporting about Committee housekeeping services</td>
</tr>
<tr>
<td>3.</td>
<td>Guest-Lecture</td>
<td>02</td>
<td>Organizes guest lecturers under guidance Committee.</td>
</tr>
<tr>
<td>4.</td>
<td>Clubs (Radio, Photography, Film, Literature, Eco)</td>
<td>10</td>
<td>Conducting club activities</td>
</tr>
<tr>
<td>5.</td>
<td>Alumni</td>
<td>9</td>
<td>Networking with the alumni Committee Arranging alumni meet and activities</td>
</tr>
<tr>
<td>6.</td>
<td>College Magazine Committee</td>
<td>06</td>
<td>To coordinate the college annual magazine activities related to the publications of Annual Magazine MGM Samvad.</td>
</tr>
<tr>
<td>7.</td>
<td>Publication</td>
<td>10</td>
<td>Undertakes processing of research and Committee publications proposals submitted by faculty members</td>
</tr>
<tr>
<td>8.</td>
<td>Management</td>
<td>--</td>
<td>Related to institutional planning, that Council includes the college budget, enrollment management, facilities, diversity and accreditation, and other matters of Institute-wide interest.</td>
</tr>
<tr>
<td>9.</td>
<td>Community Services Club</td>
<td>03</td>
<td>Assist in organizing community service.</td>
</tr>
<tr>
<td>10.</td>
<td>Student’s Council</td>
<td>06</td>
<td>Include working with students to resolve problems, informing College administration of ideas emanating from the student body</td>
</tr>
<tr>
<td>11.</td>
<td>Academic Committee</td>
<td>--</td>
<td>Formulating and implementing the College's academic policies. The MGM has its own Academic Committee and decisions of Dr BAMU Academic Committee are also followed</td>
</tr>
</tbody>
</table>
5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution

i. The college has an Alumni Association. The association is registered with Local Charity Commissioner.

ii. Alumni Association meetings are held and they provide valuable inputs for improvements through their feedback and suggestions.

iii. Alumni Coordinator has record of Alumni meet, E-mail addresses and contact numbers, Coordinator regularly communicate through Telephone calls, messages and E-mails.

iv. Former faculty members are invited for the events like Parent-Teacher meet and Alumni meet to communicate with the students.

v. Placement assistance and guidance by Alumni is provided. Feedback is taken from the Alumni visiting the college from time to time.
Criterion VI:
Governance, Leadership and Management
Criterion VI:
Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution’s distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution’s traditions and values orientations, vision for the future, etc.?

a) Vision and Mission have been mentioned in criteria 1.1.1.

b) Mission statement defines distinctive characteristics as:

i. CJMC is being an educational institution is deeply committed to provide knowledge and skills related to Journalism & Mass Communication field as defined by the regulatory bodies. However providing knowledge is not the only task of the college. The college is required to develop the personality and life skills of inquisitiveness, problem solving, decisions making, creative abilities and qualities of good citizenship also. The development of a holistic personality with attributes of a responsible citizen and an excellent human being is the task of the college.

ii. MGM CJMC is aimed at developing student personality suitable for media performance in an excellent manner.

iii. All this is to be accomplished by using latest methodology, infrastructure, guidance and feedback.
from all stakeholders. The endeavors are ingrained in the mission statement of the College.

6.1.2 What is the role of top management, Director and Faculty in design and implementation of its quality policy and plans?

a) MGM trust and the Principal depict top management.

The leadership of the college is provided by the Principal under the guidance of MGM Trust and other statutory bodies like Dr. BAMU. The strategies defined by the Local Governing Council, the Principal and the Academic Committee give direction to the college to achieve excellence in its academic endeavors. By emphasizing excellence in teaching methods, research, development of personality and civic sense, development of students and making them more employable, the college will be able to meet its commitment and realize its objectives mentioned in the quality policy. Top management the Principal and faculty play an active role in ensuring the implementation of its quality policy and plans as given in succeeding paragraphs.

b) Role of Top management –

Top management and the college work hand in hand to formulate quality policy based on the inputs of feedback, benchmarking and evaluating the results and quality of the students passing out from the College. Top management attempts to achieve quality objectives as mentioned below:
c) **Provision for Resources** -

Top management lays down the overall objectives and grants permission for financial resources for various activities conducted by the College.

ii) **Provision for quality infrastructure** -

The top management provides excellent infrastructure like computer labs, well developed library, audio visual teaching aids, digitally enabled classrooms, auditoriums, resting rooms, cafeteria, and sports fields etc.

iii) **Review progress of the Institute** -

Top management reviews the reports given by the College and in the meeting of Local Governing Council (LGC) and gives fresh directions if required.

d) **Role of the Principal.**

i. The Principal provides leadership to the college. She is the chairman of Academic and Admin Councils and member secretary of LGC.

ii. The Principal assesses the requirement and expectations of all stakeholders by interaction and feedback and evaluates the quality policy in the background of the same. Year wise quality targets are set forth.

iii. The Principal does the benchmarking with other institutions and sets quality standards for the College and they are fulfilled in the scheduled time.
iv. Principal analyses and evaluates the quality policy in the light of results achieved.

v. She examines the parameters of placements taking place and then evaluates policy and directs faculty members to improve conditions.

vi. The Principal estimates the quality of students based on their performance in inter-college/inter university competitions.

vii. She revises the quality policy based on all these factors when required.

e) **Role of Faculties:** Members of the faculty work to design and implement quality policy by the following means:

i. Understand the quality policy and intimate the quality objectives to students.

ii. Give inputs for designing and revising quality policy at various forums e.g. weekly staff meetings, Academic Committee meetings or such other forums.

iii. To complete the course as per the course plan in a stipulated time as per the university norms by using best methods.

iv. To help in improving the curriculum and planning the delivery of content.

v. To communicate with students for their personality development and academic pursuits.

vi. To participate actively in research activities.

vii. To work as a mentor and counselor for the students in their curricular and extra-curricular development.

viii. To be a role model for students.
ix. Quality workshops and seminars are conducted twice in the year.

6.1.3 What is the involvement of the leadership in ensuring?

i. The policy statements and action plans for fulfillment of the stated mission.

ii. Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan.

iii. Interaction with stakeholders.

iv. Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders.

v. Reinforcing the culture of excellence.

vi. Champion organizational change.

a) The policy statements and action plans for fulfillment of the stated mission.

i. MGM CJMC has long term vision for both, academics and administration. They guide, initiate and motivate the staff to actively involve themselves in realizing the goals and objectives.

ii. The trust has delegated decision making and is proactive in providing resources to ensure fulfillment of stated mission.

iii. Top management takes feedback and keeps a check on the progress of the College.
b) Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan.

i. The formulation and incorporation of the action plans with strategic plans is supervised through the meetings of Academic Committee and Local Governing Council.

ii. Agenda points are discussed and decisions making is done in a proactive manner. Action plans are drawn in the meetings and are recorded.

iii. The management keeps control on the Institutional processes through reports and feedback.

c) Interaction with stakeholders.

i. Students, parents, alumni, media industry and society at large are the stakeholders of the college. The interaction with all the stakeholders is carried out as under:

ii. Teacher’s monthly meeting is conducted by Principal.

iii. Parent. Teachers Meeting - Parent teacher meeting is held at least once in a year.

iv. Alumni Meet - Reunion of students is organized every year.

v. Industry - Interaction with industry takes place at meetings of industrial organizations, conferences, seminars, placement activities etc.

vi. Society. Interaction with community takes place at community service or various lectures /talks.
vii. Representatives of top management attend interact with stakeholders and the feedback of such interaction is sent to the management.

**d) Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders.**

i. Top management interacts with all stakeholders. The need is analyzed through the discussions with staff members, parents, industry personnel and alumni. Similarly, requires meets are analyzed with reference to the developmental measures to be adopted by the College.

ii. Research inputs are analyzed by the Principal and the faculty. Similarly consultation is done with the other stakeholders and with students.

iii. Any proposed policy alterations are put up and discussed in the LGC meetings and decisions are taken.

**e) Reinforcing the Culture of Excellence.**

i. MGM CJMC leadership allows various staff development initiatives like attending training and development programs and organizing developmental activities both for students and staff.

ii. Motivating students and staff by recognition and rewarding their work in all fields whether academic and/or administrative.

iii. It ensures non-discrimination among the staff and fosters team-spirit and leads to healthy, cordial, effective, interpersonal and interdepartmental relations.
f) Champion Organizational Change.

i. The top management encourages new initiatives for creating excellence. There is no bar on launching new initiatives as long as the quality is enhanced.

ii. LGC has instructed the College to implement a number of new initiatives which have been implemented and have yielded good results.

6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

i. Frequent staff meetings (at least monthly meeting) at college level and at MGM Trust level to ensure proper monitoring.

ii. Review of minutes of the old meeting in the meetings of LGC gives an opportunity to review policies and plans.

iii. For effective implementation of policies and plans, the college emphasizes the reviews by various committees (Academic Committee) composed of faculty and students.

iv. The college is ISO 9001-2008 certified and follows Quality Management System. Standardized practices are followed and review is carried out in ISO audits.

v. College submits monthly report to the trust. The report gives a comprehensive feedback to the top management and policies and plans are reviewed automatically.
6.1.5 Give details of the academic leadership provided to the faculty by the top management.

a) The Principal involves the entire staff in planning, implementation and evaluation of the plans.

b) Various responsibilities are delegated to the staff according to their choices and expertise. The mechanism for decentralization of academic activities and interaction among the functional units is as follows:

i. The Principal monitors academic activities in consultation with Academic Committee, Academics coordinator and Course Coordinators and Coordinator Research which is communicated to faculties and Guardian Faculty Members.

ii. The Course Coordinators assists the Principal by coordinating and monitoring all the activities of respective courses such as (BAMCJ, BAIJ and MAMCJ).

iii. Coordinated course plans are followed and monitoring is followed on a weekly basis.

iv. Evaluation process is made known to all and is transparent.

v. Faculties are encouraged to carry out research and participate in research activities.

c) Top management provides guidelines at time to be followed in teaching learning process and in research related activities.

6.1.6 How does the Institute groom leadership at various levels?

i. The management always encourages and supports the involvement of the staff in enhancing effectiveness and efficiency of the institutional processes.
<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name of Committee</th>
<th>Composition</th>
<th>Major Tasks</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>Placement Committee</td>
<td>02 05</td>
<td>To help students to plan their career, maintaining contact with prospective employers, preparing students for interviews, arranging campus interviews and getting placements.</td>
</tr>
<tr>
<td>02</td>
<td>Library Committee</td>
<td>04 03</td>
<td>Stock and Inventory Management of Library. Procurement and display of books. Ensure optimum usage.</td>
</tr>
<tr>
<td>03</td>
<td>Course Coordinators</td>
<td>03 --</td>
<td>Coordinate course plan. Supervise faculties assigned to the course. Formulation and implementation of course plan.</td>
</tr>
<tr>
<td>04</td>
<td>Guardian Faculty Members (GFMs)</td>
<td>10 --</td>
<td>Take up the responsibility of guiding and grooming the students. Keep records and interact with parents.</td>
</tr>
<tr>
<td>05</td>
<td>Co-curricular Activity Coordinators</td>
<td>08 03</td>
<td>Coordinate co-curricular activities</td>
</tr>
<tr>
<td>06</td>
<td>Sports and Extracurricular Activity</td>
<td>08 03</td>
<td>To plan and conduct sports and extracurricular activities within the framework of academic calendar.</td>
</tr>
<tr>
<td>07</td>
<td>Teacher Training (FDP) Coordinators</td>
<td>01 --</td>
<td>To plan and run the FDPs.</td>
</tr>
<tr>
<td>08</td>
<td>Internal Examination Cell</td>
<td>02 --</td>
<td>Conduct Midterm and Prelim Examinations. Prepare mark lists and</td>
</tr>
</tbody>
</table>

Page 242 of 318
<table>
<thead>
<tr>
<th>No.</th>
<th>Committee Name</th>
<th>Members</th>
<th>Venue</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>09</td>
<td>Programming and Academic Data Keeping</td>
<td>02</td>
<td>--</td>
<td>Maintain all records related to academics.</td>
</tr>
<tr>
<td>10</td>
<td>Project Committee</td>
<td>04</td>
<td>--</td>
<td>Take care of project modalities, processes, and execution of project work.</td>
</tr>
<tr>
<td>11</td>
<td>Housekeeping Committee</td>
<td>02</td>
<td>03</td>
<td>Keep a check on the functioning of housekeeping staff and serviceability of infrastructure.</td>
</tr>
<tr>
<td>12</td>
<td>Public Relations and Publicity Committee</td>
<td>02</td>
<td>02</td>
<td>Create awareness of activities among members, media, and the community.</td>
</tr>
<tr>
<td>13</td>
<td>Guest Lecture Committee</td>
<td>02</td>
<td>02</td>
<td>To arrange lectures of industry professionals and academicians</td>
</tr>
<tr>
<td>14</td>
<td>Clubs</td>
<td>05</td>
<td>10</td>
<td>Conduct club activities.</td>
</tr>
<tr>
<td>15</td>
<td>Alumni Committee</td>
<td>02</td>
<td>09</td>
<td>Networks and Communicators with the alumni and organizes alumni meets.</td>
</tr>
<tr>
<td>16</td>
<td>College Journal (Assimilation Committee)</td>
<td>02</td>
<td>06</td>
<td>To coordinate the activities related with the publication of the college magazine.</td>
</tr>
<tr>
<td>17</td>
<td>Grievances Redressal Committee</td>
<td>02</td>
<td>03</td>
<td>To resolve grievances of students.</td>
</tr>
<tr>
<td>18</td>
<td>Women Anti Harassment Committee</td>
<td>02</td>
<td>02</td>
<td>To take proactive measures towards sensitization on gender issues and handle harassment incidents (if any) as per law</td>
</tr>
<tr>
<td>19</td>
<td>Committee for implementing</td>
<td>02</td>
<td>--</td>
<td>Create awareness of economy measures &amp; take proactive measures</td>
</tr>
<tr>
<td></td>
<td>Economy Measures</td>
<td></td>
<td>towards conservation.</td>
<td></td>
</tr>
<tr>
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<td>-----------------------</td>
<td></td>
</tr>
<tr>
<td>20</td>
<td>Publication Committee</td>
<td>02</td>
<td>10</td>
<td>Publishing MGM Samwad, Gawaksh and etc.</td>
</tr>
<tr>
<td>21</td>
<td>Counseling Cell</td>
<td>04</td>
<td>02</td>
<td>Helps students with counseling on personal problems.</td>
</tr>
<tr>
<td>22</td>
<td>Internal Quality Assurance Cell</td>
<td>03</td>
<td>--</td>
<td>To generate and implement quality initiatives</td>
</tr>
<tr>
<td>23</td>
<td>Website committee</td>
<td>02</td>
<td>05</td>
<td>To update, expand and maintain the website of the college.</td>
</tr>
<tr>
<td>24</td>
<td>ERP Committee</td>
<td>03</td>
<td>10</td>
<td>To handle all the modules present in ERP and train the faculties regarding ERP.</td>
</tr>
<tr>
<td>25</td>
<td>Anti-Ragging Committee</td>
<td>03</td>
<td>07</td>
<td>Ensure that no incidence of ragging takes place and deals with the cases (if any) as per law</td>
</tr>
<tr>
<td>26</td>
<td>NAAC Committee</td>
<td>06</td>
<td>--</td>
<td>To carry out tasks related to NAAC accreditation process.</td>
</tr>
<tr>
<td>27</td>
<td>Computer Hardware, Software, Networking</td>
<td>02</td>
<td>05</td>
<td>To maintain and enhance the IT infrastructure of the college</td>
</tr>
<tr>
<td>28</td>
<td>Entrepreneur Development Cell</td>
<td>02</td>
<td>03</td>
<td>Provides a platform for students interested in entrepreneurial careers.</td>
</tr>
<tr>
<td>29</td>
<td>NSS Unit</td>
<td>02</td>
<td>04</td>
<td>To carry out special and regular activities of the scheme.</td>
</tr>
<tr>
<td>30</td>
<td>LGC Committee</td>
<td>02</td>
<td>--</td>
<td>To handle meeting and correspondence related to LGC.</td>
</tr>
<tr>
<td>31</td>
<td>ISR Committee</td>
<td>02</td>
<td>05</td>
<td>To implement policies of ISR</td>
</tr>
<tr>
<td></td>
<td>Club Name</td>
<td>Code</td>
<td>Type</td>
<td>Description</td>
</tr>
<tr>
<td>---</td>
<td>-----------------------------------</td>
<td>------</td>
<td>------</td>
<td>-----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>32</td>
<td>Management Council</td>
<td>02</td>
<td>--</td>
<td>Related to institutional planning, that includes the college budget,</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>enrollment, management, facilities, diversity and accreditation etc.</td>
</tr>
<tr>
<td>33</td>
<td>Cultural &amp; Heritage Club</td>
<td>02</td>
<td>05</td>
<td>Creating awareness and participation in heritage related activities among</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>the students.</td>
</tr>
<tr>
<td>34</td>
<td>Community Services Club</td>
<td>02</td>
<td>03</td>
<td>The club plans and carries out activities for the benefit of the community</td>
</tr>
<tr>
<td>35</td>
<td>Student’s Council</td>
<td>02</td>
<td>06</td>
<td>Link between the students and the college management</td>
</tr>
<tr>
<td>36</td>
<td>Academic Committee</td>
<td>06</td>
<td>--</td>
<td>Formulating and implementing the college's academic policies.</td>
</tr>
<tr>
<td>37</td>
<td>Photo Club</td>
<td>02</td>
<td>10</td>
<td>To enhance the skills of the students related to photography.</td>
</tr>
<tr>
<td>38</td>
<td>Film Club (Chitrapat Chawadi)</td>
<td>02</td>
<td>10</td>
<td>To enhance the skills related to film making.</td>
</tr>
<tr>
<td>39</td>
<td>Documentary Club</td>
<td>02</td>
<td>10</td>
<td>To prepare the documentaries and short stories.</td>
</tr>
<tr>
<td>40</td>
<td>Eco-Friendly Club</td>
<td>02</td>
<td>10</td>
<td>To aware and inform the environmental related issues.</td>
</tr>
</tbody>
</table>

ii. College grooms leadership among the faculty members by giving them opportunities to work as heads of various academic, curricular and co-curricular activity committees.
iii. The Principal plays the role of mentor, coordinator and motivator in decision making process. Decision making is delegated as well.

iv. Students and non-teaching staff are also involved in leadership roles.

v. Details of committees in which the students and faculty work together are given in table below:

6.1.7 How does the Institute delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?

i. Financial powers are delegated to the Principal by the Trust.

ii. The College delegates authority for efficient implementation of the policies regarding subject allocation, finalization of time table and conduct of formative evaluation to coordinator academics and course coordinators.

iii. Repetitive tasks need very few instructions and job is completed efficiently.

iv. Policy regarding leave to student is delegated to GFMs.

v. Job description of all appointments is given in QMS of ISO.

vi. Delegation of authority is also evident in organizational chart of the College.

6.1.8 Does the Institute promote a culture of participative management? If yes, indicate the levels of participative management.
a) Yes, the College promotes a culture of participative management by involving the entire staff and students in many ways as mentioned below:

i. There are forty committees and clubs functioning in the college to manage and execute a number of tasks. Please refer 6.1.6.

ii. Student council is functional and it participates in management in many ways.

iii. IQAC is functional and it functions to improve academics and management practices.

iv. Numbers of committees are also set up depending on the requirement e.g. committee for National Conference, seminars and parent teachers meet etc.

b) Participative management is also practiced by the Trust and important decisions are taken in the meetings of LGC and routine meetings.

c) Therefore management is participative at students- faculty-Principal and Trust level.

6.2 Strategy Development and Deployment

6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

i. The College has formally stated quality policy in tune with MGM Trust policy. The quality policy of the college is aligned with vision and mission of MGM.
ii. The faculty, course coordinators and stakeholders like alumni, parents, academic experts and top management play important role in policy development. College takes feedback from these stakeholders and by analyzing this feedback and by analyzing the environmental factors and benchmarking, quality policy is developed systematically. Changes are made as per requirement.

iii. Guidelines given by the statutory bodies are also taken into account for developing the quality policy.

iv. Vision and mission of the College provides direction to the college quality policy.

v. Quality Policy is deployed in the form of policies and operating procedures and activities.

vi. Quality policy is reviewed in the Management Review Meetings and report of the same is presented in local governing meeting.

vii. Review of quality policy is also carried out by internal and external audits of ISO.

6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

The College has developed a perspective plan for development. The College has decided phases for development. Details are given below:

a) Phase I (Year 2017-2018)

i. To set up Center of Excellence in Media Research.
ii. To setup “MGM Radio” a community radio station at MGM CJMC for best practices.

iii. Publish 03 research papers per faculty member in national / international journals.

iv. Participation in 3 international conferences by faculty members.

v. Organize 1 FDP in the college for the Faculty members.

vi. Center for innovation and consultancy to start functioning fully.

vii. MGM CJMC has 62 percent placement record of MAMCJ and 70 percent for BA IJ its final year students.

b) Phase II (By Year 2019-2020)

i. Centers of Excellence to publish 10 reports each for Media industry and /or community related subjects.

ii. Publish 05 research papers per faculty member in national / international journals.

iii. College would target to have 50 percent faculty with Ph.D. degree.

iv. To organize a one international and one national conference every year.

v. Participation in 5 international conferences by faculty members.

vi. Organize two FDPs in the college for the faculty members.

vii. Provide consultancy to two projects and incubate at least one media house.

viii. MGM CJMC would strive to be among top 50 Media Institutes in India.
6.2.3 Describe the internal organizational structure and decision making processes.

a) Organizational Chart of MGM CJMC:
b) Decision making processes.

i) Communication channels for decision making are given in the figure below:

![Decision Making Process Diagram]

ii) Decisions are made in a consultative and participative manner. The arrows show the flow of information for decision making.

6.2.4 Give a broad description of the quality improvement strategies each of the following:

a) Teaching & Learning

b) Research & Development

c) Community engagement

d) Human resource management

e) Industry interaction
a) **Teaching and learning -**

Quality improvement is carried out by:

i. Effective IQAC.

ii. Systematic course planning and enriched content development.

iii. Review of course plans and effective monitoring of content delivery.

iv. Results and feedback analysis.

v. Academic Committee mechanism for improvement.


vii. Attention on weak students.

viii. Monthly staff meetings to discuss methodology of teaching and quality improvement.

b) **Research and Development -**

i. Providing resources to all faculty members and students.

ii. Media Industry tie ups.

iii. Financial assistance to Research Project by providing seed money.

iv. Training in research methodology for students and teachers.

v. Exploring media research projects.

vi. Motivating students to carry out research on local, social and media problems.

c) **Community Engagement -**

i. Tie-ups with village Panchayat and NGOs.

ii. Establishment of NSS unit.
iii. Motivation of staff and students to participate in community service.
iv. Providing resources including financial and medical resources.
v. Interaction with government departments.
vi. Recognition and rewards for good social work.
vii. Working for local social and natural problems like health, draught etc.

d) Human Resource Management.

i. Transparent recruitment and selection process.
ii. Highly competitive compensation.
iii. Recognition and reward for good performance.
iv. Opportunity for career development.
v. Training for updating knowledge.
vi. Healthy working environment.
vii. Incentives for good performance.
viii. Workshops in the college with MGM HRM Unit

e) Industry interaction.

i. Constant liaison with media industry.
ii. Resource sharing with media industry by providing them with students for their project work, faculty for training and infrastructure for their training and assessment tasks (Advance Development Centers).
iii. Mutual training sessions and guest speakers.
iv. Visit of faculty members and students to media houses.
v. Feedback from industry to improve quality of teaching and curriculum.
vi. Conduct of Media Development Programmes (MDPs).

vii. The college has taken the membership of Marathi Patrakar Sangh Mumbai, All India Editors Council, ILNA, INS.

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

College principal has developed a system for taking feedback from stakeholders of the college as under:

i. **Alumni Feedback** - College takes feedback from alumni in Alumni meet, whenever they visit to college and also in Alumni association meet.

ii. **Parents Feedback** - College conducts parent teacher meet every year and college takes feedback from parents.

iii. **Faculty Feedback** - College asks faculty members for feedback about college and welcome suggestions for development of college. Guests/Academicians College conducts guest lectures by academicians / people from media industry. MGM CJMC keeps record of feedback given by these visitors.

iv. **Placement** - Feedback is taken from placement providing organisations/ industries.

v. **Student Feedback** - It is taken from the students in the end of the semester. It gives valuable inputs for improvement.

vi. The Principal interacts with parents, students, visitors, government officials, NGO officials and people from industry. Media associations are invited to the College or
their events are attended. Similarly informal meetings with heads of other institutes and university officials are held and feedback is taken. The information is provided to top management in LGC meetings and/or formal meetings.

6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the Institutional processes?

a) MGM CJMC has formed Management Council and staff of the College is part of this council which works for improving the effectiveness and efficiency of the institutional processes.

b) Members of the staff are made responsible for the conduct of events as in-charges or members of committees. Great deal of flexibility is given to them for accomplishing the task efficiently.

c) Staff members get involved in planning of academic system, suggestions of faculty members are considered in decision making process regarding academics.

d) The Principal calls meeting before every extra-curricular activity conducted by College for development of student. In this meeting the Principal communicates with staff about importance and about conduction of event and brings out the salient points of desired outcome and evaluation of the student and solves anticipated queries, problems.

e) The Principal appreciates achievements of faculty which positively affects the motivation level of staff.
6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

a) Following are the resolutions made by LGC and status of implementation is mentioned below:

<table>
<thead>
<tr>
<th>Sr.No.</th>
<th>Resolution Made</th>
<th>Status of Implementation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Tie up with local media houses</td>
<td>College has made tie up with local media houses</td>
</tr>
<tr>
<td>2.</td>
<td>Internship projects</td>
<td>Students were placed for internship in metro cities</td>
</tr>
<tr>
<td>3.</td>
<td>Launching of Research magazine</td>
<td>Media Messenger research magazine was launched in Jan 2016</td>
</tr>
<tr>
<td>4.</td>
<td>Incorporating Language skills and translation techniques</td>
<td>Regular lectures of language skills &amp; translation techniques were made a part of curriculum</td>
</tr>
<tr>
<td>5.</td>
<td>Improvement in studio Infrastructure</td>
<td>Studio was reconstructed</td>
</tr>
<tr>
<td>6.</td>
<td>Up-gradation of Equipments</td>
<td>Required equipments were purchased</td>
</tr>
<tr>
<td>7.</td>
<td>Selection of New faculty (CHB)</td>
<td>CHB approval was taken by university</td>
</tr>
<tr>
<td>8.</td>
<td>Starting Community Radio station at CJMC</td>
<td>The process is in the concluding stage and within 3 months the station would be on air</td>
</tr>
<tr>
<td>9.</td>
<td>Reach students beyond the district</td>
<td>Special social networking strategy was implemented</td>
</tr>
<tr>
<td>10.</td>
<td>To enrich students in practical training</td>
<td>Special workshops on News Bulletin &amp; Documentary making were taken</td>
</tr>
<tr>
<td>11.</td>
<td>Increase computer literacy in students</td>
<td>Computer training of various needed software is given regularly. Also focus was given on language typing</td>
</tr>
</tbody>
</table>

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If yes, what are the efforts made by the institution in obtaining autonomy?
a) The provision of granting autonomy to the College does not exist in Dr. BAMU.

b) Therefore, the College has not applied to the University for granting autonomous status.

6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?

a) Faculty, non teaching staff and the students may have some grievances related to academics, facilities and functions of the College.

b) MGM CJMC has a grievance handling committee. This committee has been formed for handling cases regarding grievances and complaints. College puts information about this committee on notice boards and in the prospectus. Till now no complaints / grievances have been received from anyone.

c) Grievance committee is maintaining register for record for grievances and suggestion boxes have been installed at many places.

6.2.10 During the last four years, had there been any instances of court cases filed by and against the Institute? Provide details on the issues and decisions of the courts on these?

Nil
6.2.11 Does the Institution have a mechanism for analyzing student feedback on Institutional performance? If yes, what was the outcome and response of the institution to such an effort?

a) As student is one of the most important stakeholders of College, the College concentrates on student feedback. College takes feedback on Infrastructure, Curriculum, Faculty, College activity, Media Industrial visits etc.

b) The College has mechanism for analyzing student feedback. Corrective action is taken on feedback analysis. The College has recorded improvements in library, facility, as per feedback and suggestions of students. Similarly Multimedia studio, computer labs have been upgraded.

6.3 Faculty Empowerment Strategies

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?

a) The institution supports the teaching and non teaching staff to enhance professional development by:

i. Granting duty leave and financial assistance for paper presentation and participation in seminars/ workshops/ conferences.

ii. Faculty members are encouraged to associate with State, National and International professional bodies like CAJAC, ICTR and Maharashtra Journalism Communication Teacher Association, PRSI etc.
iii. Providing latest study materials including e-Journals to the faculty members through the central library.

iv. The Institution encourages staff for their academic enrichment by making them to participate in orientation programs, Refresher Courses, Seminars, Workshops and Conferences at the universities and institutes of national importance.

v. Conduct of FDPs on research methodology for enhancing research skills.

vi. Granting permission and leave to non-teaching staff to improve their qualifications. Two non-teaching staff members are improving their qualifications now.

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

a) MGM CJMC is always active to provide opportunities for the development of the faculty. Three members of the faculty are pursuing their doctorate degrees from various universities.

b) College conducts weekly classes and encourage faculty to attend workshops and seminars, to get latest inputs and give exposure to the faculty. It allows the members of the faculty to attend pre Ph.D. training programmes being run by Dr. BAMU. Faculty members are sent to attend training programmes at institutes of national and international repute.
c) Faculty members who present research papers are sponsored to attend the conferences. Financial incentives are also granted as per policy.

d) Employees with service of ten were honoured by the trust for their services on 34th foundation day.

e) Principal was selected for ideal teacher award.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

a) MGM CJMC has developed an effective performance appraisal system for both teaching and non-teaching staff. It includes self appraisal, peer appraisal and appraisal by the Principal.

b) The appraisal is carried in July every year.

c) The appraisal is discussed with the staff members and strengths and weakness are intimated.

d) Deserving cases are brought to the notice of top management.

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?
a) The review of the performance appraisal facilitates the management to decide on the retention of the temporary faculty and upgrade their pay scales.
b) The review of the performance appraisal reports has helped in understanding the strength and weakness of faculty members.
c) The outcome of the review is communicated to the stakeholders through appraisal interview conducted by the Principal.
d) Principal reviews the performance and many good points come up in the interview. The same are communicated to the top management and decisions are taken jointly about their appraisal.

6.3.5 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

Employees Welfare Schemes being run in MGM CJMC.

a) 50% Health care facility at MGM hospital.
b) 50% Educational fees for its staffs ward in MGM CJMC’s sister institutes.
c) 25% concessions in SALT (restaurant) at MGM campus.
d) 15% concession in MGM Bakes & Bakes.
e) 15% concession in MGM Naturopathy.
f) 10% concession in MGM Golf membership fees.
g) 10% concession in all MGM Khadi items.
h) 20% concession in MGM sports and health club.
i) MGM CJMC arranges one family picnic in a year for all employees and their families

These concessions are available to all teaching and non teaching staff. They do take benefit of these initiatives as per their requirement.

6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?

a) As part of the Recruitment process, every year applications for the vacancies are called through a Newspaper Advertisement. The applications are thoroughly scrutinized and are short listed as per the requirement. The short listed candidates are called for an interview and for a demonstration lecture. The candidates are selected on the basis of their academic record, performance in the interview and demonstration lecture.

b) Following are the measures taken by the Institution for attracting and retaining eminent faculty:-

i. Highly competitive salary.

ii. Annual Increment in salary based on the performance.

iii. Faculties are permitted to pursue further education and leave is sanctioned during their examination

iv. Appreciation certificates letter for exceptional performances.

v. Staff is involved in decision making for educational activities.
vi. Opportunities for development of leadership qualities among the staff members by giving challenging tasks.

c) In this way conducive atmosphere is created by the institution to retain and enrich the staff.

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

a) MGM CJMC is a non-granted institute. College budget is made every year after taking inputs from previous years, income and expenditure and anticipated expenditure and income for next financial year.

b) The institution is liberal yet follows the strategy of restraint as far as the expenditure is concerned. Proper procedure for purchases is adopted (ISO:DP/STOR/02). Quotations are called for and prices are compared.

c) The regular audit of the budget also exercises check on the expenditure.

d) There is fully computerized accounts department in the College. Tally software is used. Double entry system is followed to maintain the accounts. The following three types of accounts / documents are created:

i. Receipts & Payment Accounts.

ii. Income & Expenditure Accounts.

iii. Balance Sheets.

e) Each and every transaction is supported by the vouchers. All the collections are deposited in the bank and all expenditure,
recurring and non-recurring, are incurred through cheques. Only duly authorized persons can operate through the bank.

f) For effective check on the accounts the two tier audit system is followed; the internal and the external audit. The external audit is monitored by the Chartered Accountant before the session comes to an end.

g) Income expenditure account is approved by Local Governing Council.

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

a) The internal audit report will inform the management how well the systems and processes designed to keep the finance on track are working. Mechanism for Internal Audit of MGM CJMC:

   i. Internal audit of CJMC is conducted on half yearly basis.

   ii. Internal audit committee is nominated by the Principal.

   iii. The auditors will check all the financial transactions and vouchers in order to ensure that all transactions are as per financial regulation. Bills are authentic and tax liabilities are accounted for and other such points to ensure that accounting has been done correctly.
iv. Audit committee finds out the major audit objections, if any, and gives its report within fifteen days.

v. Internal audit is also carried out by Accountant from MGM corporate office at regular intervals.

b) External audit is performed by a separate and registered auditing firm. Last audit was carried out on March 2016. As per audit certification, no major objections were found.

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

a) MGM CJMC is non granted institute. The major sources of institutional receipts or funding is the fee paid by the students. The deficit is manageable.

b) Income and expenditure statements of academics and administrative activities are audited.

A fixed deposit (Bank of Maharashtra) of Rs. 01 Lakh (One Lakh) is available.

6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (If any).
a) The institution always manages the effective and efficient use of available financial resources for the infrastructural development and teaching learning process. Money spent for the development is properly auditable by the Charted Accountant.

b) College has secured additional funds by the following:

   i. Conduct of workshop for media professional and students.
   ii. Providing center for conduct of exams of University or other training activities by media industrial organizations.
   iii. Conduct of Media Development Program.
   iv. From media industrial projects.
   v. funding received from BAMU for conducting NSS Activities are on average Rs.25,000/-
   vi. The College gets funding from other MGM institutes from preparing documentary, video shoot and still photography and consultancy for social media. Approximately 03 Lakhs

d) The fund so generated is put in institute account and are utilized for the institute.

6.5. **Internal Quality Assurance System (IQAS)**

6.5.1 **Internal Quality Assurance Cell (IQAC)**

   a) Has the institution established an Internal Quality Assurance Cell (IQAC)? If “yes”, what is the institutional policy with regard to quality assurance and how has it
contributed in institutionalizing the quality assurance processes?
The College established Internal Quality Assurance Cell in the year 2016. College has a well defined Quality Policy in place.
The Principal, the head of IQAC, meticulously looks into institutionalizing the quality assurance processes.
a) The Quality Policy serves as the standard document according to which the policies and their implementations are executed by various committees of the college.

b) How many decisions of the IQAC have been approved by the management / authorities for implementation and how many of them were actually implemented?

A. In order to enhance quality in various processes in the college, two councils have been established at institutional level. The two types of quality circles administrative and academic quality circles have their regular meetings. And quality assurance is carried out as per decision taken.

B. Administration has approved two decisions of IQAC:
   i. Creation of Quality Circles
   ii. Conduct of Communication Skills, Training Program, General Awareness, Aptitude and Etiquette classes along with curriculum.

C. Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.
a) IQAC has external members in its committee.

i. Dr. Prapti Deshmukh - (Principal G.Y Pathrikar college of IT, Aurangabad)

ii. Dr. Sanjay Harke - Director, Institute of Biotechnology, Aurangabad

iii. Dr. V.L. Dharurkar, Emeritus Professor, Dr. BAMU, Aurangabad)

b) Suggestions: given by them are considered by IQAC during the decision making process. Constitution of quality circles was suggested by Dr. V.L. Dharurkar and the same was adopted. Similarly inclusion of IT Applications in media, general awareness, aptitude and etiquette classes were included in the regular time table as per the recommendations of IQAC.

D) How do students and alumni contribute to the effective functioning of the IQAC?

i. Feedback is taken from students on different parameters in every semester, the analysis of which leads to quality improvement in various activities of the institute.

ii. Student council members are part of quality circles where they are giving their opinions and suggestions.

iii. Alumni give suggestions and feedbacks on various activities of the college during the Alumni meet as well as interactions with the teachers as and when they come to the campus. Alumni association meetings are also conducted to have discussions with alumni regarding quality improvements.
E) How does the IQAC communicate and engage staff from different constituents of the institution?

i. Both academic and administrative councils include members of the staff i.e. course coordinators and In-charge administration.

ii. They give their suggestions and recommendations for quality improvements.

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If yes, give details on its operationalisation.

i. College is ISO 9001:2008 certified and conducts regular Internal, Maintenance and Surveillance Audits every year for quality assurance. All administrative and academic activities are carried out according to Quality Management System laid by ISO standards.

ii. College has established two councils named Academic Committee and administrative council.

iii. These councils work like quality circles and give suggestions and recommendations for quality assurance.

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If “yes”, give details enumerating its impact.

a) College encourages the staff to attend the seminars, workshops organized by various colleges on quality assurance and it has greatly helped the MGM CJMC in the effective
implementation of the quality assurance procedures. Quality Management System awareness trainings have been conducted.

b) In such kind of trainings along with QMS emphasis is given on quality policy and quality objectives of college. The impact of such meetings has been quite positive. Every staff member is aware of quality management system and its effective implementation.

c) The workshops and conferences attended on higher education by faculty members of the college are as under-

<table>
<thead>
<tr>
<th>Sr.No.</th>
<th>Name of the activity</th>
<th>Held at</th>
<th>Attended by</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>“International Convention on challenges in Medical education.”</td>
<td>MGM Medical College, Aurangabad.</td>
<td>Dr.Rekha Shelke</td>
</tr>
<tr>
<td>02</td>
<td>One day National conference on “Gramin madhyam Karyashala.”</td>
<td>Ministry of Information and Broadcasting, India.</td>
<td>Dr.Rekha Shelke</td>
</tr>
<tr>
<td>03</td>
<td>National Media conference on “Spiritual wisdom for social transformation-Role of Media.”</td>
<td>Shantivan, Abu Road, Rajasthan</td>
<td>Dr.Rekha Shelke</td>
</tr>
<tr>
<td>04</td>
<td>National Conference on “History of Indian Press: Traditions and Inspirations”</td>
<td>Dept. Of Mass Comm. Dr. BAM University.</td>
<td>Dr.Rekha Shelke</td>
</tr>
<tr>
<td>05</td>
<td>National conference on “Role of Community Radio as a medium of Rural &amp; Urban Development.”</td>
<td>North Maharashtra University, Jalgaon</td>
<td>Dr.Rekha Shelke</td>
</tr>
<tr>
<td>06</td>
<td>2 Day National Conference “Media-Sidhant aur prayog”</td>
<td>Maharashtra Hindi Prachar Sabha, Aurangabad.</td>
<td>Dr.Rekha Shelke</td>
</tr>
<tr>
<td>07</td>
<td>National Seminar on “Social Media and</td>
<td>North Maharashtra University, Jalgaon.</td>
<td>Dr.Rekha Shelke</td>
</tr>
<tr>
<td>No.</td>
<td>Event Description</td>
<td>Organizer/Location</td>
<td>Presenter/Chairperson</td>
</tr>
<tr>
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<td>---------------------------------------------------------</td>
<td>-----------------------------</td>
</tr>
<tr>
<td>08</td>
<td>National seminar on “Media and society”</td>
<td>School of social science, Solapur University.</td>
<td>Dr. Rekha Shelke</td>
</tr>
<tr>
<td>09</td>
<td>National Conference on “Media: Society and Culture.”</td>
<td>MGM College of Journalism, Aurangabad.</td>
<td>Dr. Rekha Shelke</td>
</tr>
<tr>
<td>10</td>
<td>National seminar on “Corporate communication policies and responsibilities”</td>
<td>North Maharashtra University, Jalgaon.</td>
<td>Dr. Rekha Shelke</td>
</tr>
<tr>
<td>11</td>
<td>National seminar on “Media Ethics &amp; Responsibility: Need for Introspection.”</td>
<td>Dept. of Mass Comm &amp; Journalism, Dr. B.A.M University</td>
<td>Dr. Rekha Shelke</td>
</tr>
<tr>
<td>12</td>
<td>International seminar on “Multiculturalism: Role of religion and Media”</td>
<td>Dept. of Mass Comm &amp; Journalism, Dr. B.A.M University</td>
<td>Dr. Rekha Shelke</td>
</tr>
<tr>
<td>13</td>
<td>National seminar on “New Trends in Corporate Communication and PR”</td>
<td>Dept. of Mass Comm &amp; Journalism, Dr. B.A.M University</td>
<td>Dr. Rekha Shelke</td>
</tr>
<tr>
<td>14</td>
<td>National seminar on “New Media: Prospects and Problems”</td>
<td>Swami Ramanand Teerth Marathwada University, Nanded</td>
<td>Dr. Rekha Shelke</td>
</tr>
<tr>
<td>15</td>
<td>National Seminar on “Reporting of judicial and legislative proceedings by Media.”</td>
<td>Manikchand Pahade Law College, Aurangabad.</td>
<td>Dr. Rekha Shelke</td>
</tr>
<tr>
<td>16</td>
<td>International conference on “Sant Mahatmanchi Bhumika”</td>
<td>Chishtiya College, Khuldabad.</td>
<td>Dr. Rekha Shelke</td>
</tr>
<tr>
<td>17</td>
<td>One day National conference on “Gramin madhyam Karyashala.”</td>
<td>Ministry of Information and Broadcasting</td>
<td>Dr. Asha Deshpande</td>
</tr>
<tr>
<td>18</td>
<td>National Media conference on “Spiritual wisdom for social transformation-Role of Media.”</td>
<td>Shantivan, Abu Road, Rajasthan</td>
<td>Dr. Asha Deshpande</td>
</tr>
<tr>
<td>19</td>
<td>National Conference</td>
<td>Dept. Of Mass Comm.</td>
<td>Dr. Asha</td>
</tr>
<tr>
<td>No.</td>
<td>Event Description</td>
<td>Organizing Institute</td>
<td>Presenter(s)</td>
</tr>
<tr>
<td>-----</td>
<td>--------------------------------------------------------</td>
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</tr>
<tr>
<td>20</td>
<td>National Seminar on “History of Indian Press: Traditions and Inspirations”</td>
<td>BAM University.</td>
<td>Deshpande</td>
</tr>
<tr>
<td>21</td>
<td>National Conference on “Social Media and Responsibility”</td>
<td>North Maharashtra University, Jalgaon.</td>
<td>Dr. Asha Deshpande</td>
</tr>
<tr>
<td>22</td>
<td>National Seminar on “Media: Society and Culture.”</td>
<td>MGM College of Journalism, Aurangabad.</td>
<td>Dr. Asha Deshpande</td>
</tr>
<tr>
<td>23</td>
<td>National seminar on “Corporate communication policies and responsibilities”</td>
<td>North Maharashtra University, Jalgaon.</td>
<td>Dr. Asha Deshpande</td>
</tr>
<tr>
<td>24</td>
<td>National seminar on “Media Ethics &amp; Responsibility: Need for Introspection.”</td>
<td>Dept. of Mass Comm. &amp; Journalism, Dr. B.A.M University</td>
<td>Dr. Asha Deshpande</td>
</tr>
<tr>
<td>25</td>
<td>National seminar on “New Trends in Corporate Communication and PR”</td>
<td>Dept. of Mass Comm &amp; Journalism, Dr. B.A.M University.</td>
<td>Dr. Asha Deshpande</td>
</tr>
<tr>
<td>26</td>
<td>National seminar on “New Media: Prospects and Problems”</td>
<td>Dept. of Mass Comm &amp; Journalism, Dr. B.A.M University.</td>
<td>Dr. Asha Deshpande</td>
</tr>
<tr>
<td>27</td>
<td>National Seminar on “Reporting of judicial and legislative proceedings by Media.”</td>
<td>Manikchand Pahade Law College, Aurangabad.</td>
<td>Dr. Asha Deshpande</td>
</tr>
<tr>
<td>28</td>
<td>National seminar on “Media and Society”</td>
<td>Mudra Institute of Communication, Ahmedabad.</td>
<td>Dr. Asha Deshpande</td>
</tr>
<tr>
<td>29</td>
<td>National Conference on ‘Media and Society’</td>
<td>Chishtiya College, Khuldabad.</td>
<td>Dr. Asha Deshpande</td>
</tr>
<tr>
<td>30</td>
<td>National Conference on’ Journalism and Responsibility’</td>
<td>School Of Social Sciences, Solapur University, Solapur</td>
<td>Dr. Vishakha Garkhedkar</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Department of Mass Communication and Journalism, North Maharashtra University, Jalgaon</td>
<td>Dr. Vishakha Garkhedkar</td>
</tr>
</tbody>
</table>
6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If “yes”, how are the outcomes used to improve the institutional activities?

a) MGM CJMC conducts regular internal audits of academic activities every year for quality assurance.

b) Maintenance and surveillance audits are conducted by external certification body of ISO 9001:2008. As a part of ISO system procedures outcomes (Non conformities) of such audits are communicated to respective departments for taking further action.

c) Internal audit findings are compulsory agenda point of management review meeting. All departmental heads along with Principal are members of this meeting.

d) Decisions made in such meetings are implemented to improve institutional activities. Other activities include review of result analysis and placement analysis in Academic and LGC meetings.
6.5.5 How is the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

a) External quality assurance agencies for College are

   i) Continuation of Affiliation Committee (CAC) of Dr. BAMU which visits every year for continuation of affiliation.

   ii) ISO certification body conducts audits and reports are sent to top management.

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

The following mechanisms are adopted by the College to continuously review the teaching learning process:

i) Continuous review of teaching learning process is taken by course coordinators, academic coordinator and Principal through monitoring course plan of individual faculty members on regular basis.

ii) Faculty feedback is taken from students in every semester. Counseling of faculty is then conducted suggesting further improvements in the teaching methodologies which ultimately lead to quality improvement in teaching.

iii) The appropriate training in new methods of teaching and learning is given to teachers through various training programs which ultimately leads to an improvement in
the teaching methodology reflected in the excellent feedback of our teachers.

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

a) College communicates its quality assurance policies, mechanisms and outcomes through the following:

i) College website is the main source of information pertaining to quality policy.

ii) Quality policy is displayed at several prime locations in College. Quality policy and objectives are communicated to staff members through meetings.

iii) Academic calendar is designed stating the activities planned by the College for every semester which is distributed to the management, staff and students.

iv) Monthly Review Report stating all the activities conducted in the College is sent to the MGM trust office.

v) Staff meetings are conducted and the minutes of the meetings are recorded.

vi) All important decisions, activities, plans are communicated to the all faculties and students through regular Circulars/Notices put up on the Notice Board.
vii) Parent teacher meetings and Alumni meets are arranged by college and quality assurance policies, mechanisms and outcomes are communicated to them.

viii) The effective plan of IQAC is reported systematically to the management and publicities also given media.
Criterion VII:
Innovations And Best Practices
Criterion - VII:

Innovations and Best Practices

MGM College of Journalism & Mass Communication always strives to adopt modern and appropriate practices in teaching-learning process to give the students an outstanding experience of learning, practicing and growing. It is our commitment to all stakeholders to produce human resource which is dynamic, pioneering, innovating and hardworking with highest regard for moral and ethical values and deep rooted commitment to the community and the nation. The innovations and best practices which are followed at MGM CJMC are given in this section.

7.1 Environment Consciousness

7.1.1 Does the institute conduct a green audit of its campus and facilities?

i. Yes, green audit and energy audit are conducted in the college. Recommendations of the same are considered for the betterment of the green initiatives of the College.

ii. Electricity, water and paper consumption is measured, recorded and controlled.

iii. This is done by Economic Measures Committee of the College. Students are the members of this committee
and they get involved in green initiatives of the college fully.

iv. Environmental safe DRY HOLI was celebrated by involving students of the campus.

v. The college students have participated in clean city campaign launched by Aurangabad Municipal Corporation (Local Authority).

7.1.2 What are the initiatives taken by the institute to make the campus eco-friendly?

i. Spreading awareness is the first initiative. Awareness is created by speaking to the students and by displaying appropriate messages on Wall Magazines and Notice boards.

ii. An essay writing competition on climate change and role of media was conducted.

iii. Eco Club has been established to promote eco consciousness among students.

iv. Visits to Environmental saving organisations and college conducted like, Students visited MGM Institute of Biotechnology.

v. Students are made aware about environment consciousness, waste management, recycling of waste.

vi. Paper consumption is checked by using e-communication and paper is printed on both sides.

vii. Training has been conducted for faculties and students on energy audit and green audit.
viii. Students, volunteers of NSS unit conducts cleanliness programme in Tembhapuri village every year.

ix. Value added courses like Environmental journalism certificate course is offered by College.

**Energy Conservation: Following measures have been taken.**

i. Utilization of energy in class is controlled. Main switch has been put outside each room which switches off the electricity supply when class room is vacant. Students are instructed to switch off lights, fans and computers when they leave. Display boards are placed next to switch boards to remind them to switch off the lights in class rooms, labs and office.

ii. Use of compact fluorescent lamp (CFL) bulbs and tube lights.

iii. Use of light-emitting diode (LED) monitors in the computer labs.

iv. Boards are displayed about energy conservation.

v. Heaters have been installed in hostels.

vi. Buildings are constructed in such a manner that sufficient illumination and aeration is available.

vii. Air conditioner (AC) is used at 22 - 24 degree Celsius.

viii. Renewable sources of energy generation are also explored by using solar based street lights.

ix. Three to five star rating of electrical appliances.

**Use of Renewable Energy**

a. Use of solar lights at places.

b. Use of solar water heaters in the hostels.
Water Harvesting

i. Rain water harvesting has been done at many buildings.

ii. All taps and water outlets are serviced periodically to prevent wastage of water by leakage.

iii. Sewage treatment plant is available and recycled water is used for gardening.

Efforts for Carbon Neutrality

i. Tree plantation program has been implemented in the campus.

ii. Creating awareness amongst the students and staff about PUC check up.

iii. Dumping garden leaves in compost pit instead of burning.

Tree Plantation

i. The students plant trees in “Varsha Mangal Mahotasav” week.

ii. MGM has planted about 4000 trees in the campus for which MGM has received Environment Trophy from UNO.

iii. The college has launched massive tree plantation drive at MGM Agricultural College at Gandheli. 4000 trees have been planted on in collaboration with Dainik Divya Marathi.

iv. MGM Trust has started a project “MGM Clean India (community let environment action network)” to aware issues and solutions related to cleanliness, environment and solid waste issue. Dr. R.R Deshpande is the director of this project.

v. Plantation drives are organized.
**E-waste Management**

i. E-waste Management to avoid the build-up of electronics waste in the College campus, the institute identifies e-waste and it is stored for disposal.

ii. Additional Measures has been planned to make campus free from E waste and pollutants.

iii. College is also planning to recycle these E-waste resources.

iv. The campus has been declared as polythene free zone.

v. The campus is declared tobacco free and smoking free zone.

### 7.2 Innovations

#### 7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the institute.

**A) Innovations in academics**

CJMC has implemented Learn and Earn scheme where students are involved in professional PR networking. Students prepare documentaries, short films; short videos, digital media marketing, PR consultancy, Photography etc and they are paid as stipend.

**B) Specially Designed Institutional Curriculum.**

This includes:

i. Communication soft skills for improving the soft skills and personality.

ii. Translation training sessions are organised to students.

iii. Language skill training sessions are organised.
iv. General awareness course to create awareness regarding the M.Phil, PhD and NET/SET aspects.

v. Foreign languages are taught to enable multilingual skills.

vi. Short term courses such as Radio Jockey and Environmental Journalism is offered.

vii. Technical classes and tests are conducted for MA (MCJ) students to help them to perform well in Audio & Video editing.

viii. Classes in etiquette and mannerism

ix. Classes by TPO to prepare students to face interviews.

x. Gandhian thoughts for motivation, inspiration and value education.

xi. Transformation and Empowerment Saturday. Every Saturday is earmarked for co-curricular activities like guest lecture, group discussions, presentations, book reviews, debate, extempore etc.

c) Club Activity. Various clubs like Radio Club, Eco Club, Film Club (Chitrapat Chawdi) and Photography Club are working in the college. The club activities are organized by the students for professional enhancement.

d) Committees. Regular participation of students in institutional activities as the students is involved in some committees.

e) Criteria of internal marks: Criteria of internal marks drive the students to work harder and participate in maximum activities. System is transparent and motivational as well.
f) **Students Progress Card**: Students Progress Card monitors the progress of student at a glance. Good points and weaknesses are noted and guidance/counseling is done accordingly.

g) **Parents Involvement**: Parents are involved in monitoring the progress and activities of students. Parent teacher meet and regular intimation to parents is given through phone calls for better involvement.

h) **ERP**: Details of student attendance, course plan progress is available on the ERP for students to make use of it for continuous improvement.

i) **Encouragement**: Encouragement through award of marks in social behavior, social activities, ethical behavior, creative writing and class participation.

j) **Industry Interaction**: Healthy interaction and MoUs with media industry for resource sharing, project work, training activities, guidance, and guest speakers.

k) **Inter-institutional Tie ups**: Healthy interaction with sister institutes of MGM Trust located in near vicinity. Use of expertise, sharing of resources, inter-disciplinary research and generating competitive spirit in sports and cultural activities.

l) **Administrative innovations**:

i. Creation of leadership positions at various levels through committees involving students.

ii. Involvement of students in administrative committees like publication committee, Student council.
iii. Streamlined official work in filling up forms of university exam etc leading to more efficiency.

D) Automation of library. As per details noted earlier.

7.3 Best Practices

7.3.1 Elaborate on any two best practices as per the annexed format which has contributed to the achievement of the Institutional Objectives and/or Contributed to the Quality improvement of the core activity.

Best Practice 1:

a) Title of the practice: Institutional Curriculum.

In addition to curriculum of the university the college has designed institutional curriculum including Radio Jockey, Social Media Consultancy, PR Consultancy, Constitution of India, General Awareness, Aptitude, Etiquettes, Gandhian Thoughts and TPO lectures, Certificate Course in Environmental Journalism for value addition of the students.

b) Objectives of the Practice:

i) To make the students versatile and to improve their soft and analytical skills as per requirement of the media industry.

ii) To update the students knowledge about current topics of economical, political, business and social nature at national, international levels.
iii) To enhance the Media Management and Public Relationship qualities of students.

iv) To enhance the employability of the students.

v) To enable them to shine in various activities at various inter-college and inter-university level thereby boosting their confidence and self image.

c) The Context:

To enhance the employability of students is one of the major objectives of the CJMC. Students of college come from rural and or semi urban environment of Marathwada region in Maharashtra. They are found weak in soft skills and academics. Many students are poor in language skills and current affairs during college entrance examinations. Such students are given special assistance by conducting a bridge course after admission. The students also need extensive training in soft skills, general awareness and development of leadership qualities. College has formalized specially designed institutional curriculum and earmarked specific periods for delivering this curriculum. As a result, the students are becoming more aware and are more adept in soft skills.

d) The Practice:

i) The practice is to provide training in IT Application in media, and other areas as mentioned above by organising special classes along with and in addition to the university curriculum.

ii) Majority of students in this college came from rural/semi urban where schooling standards are low.
iii) The practice is unique as it has been designed after intense observation and analysis of the requirement and performance of the students.

iv) Most students of MA (MCJ) AND BA (Ij) programs receives placement even before completing their studies.

v) Formal curriculum is not enough to make a student employable.

vi) Students who are weak in soft skills, analytical skills and leadership qualities find it difficult to get placed.

vii) Institutional curriculum is a major step for developing graduate attributes and to bring in multidimensional improvement in his personality. Details of periods earmarked for institutional curriculum are given in table below:

Table: Time Made Available for Institutional Curriculum

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name of the course</th>
<th>No. of periods allotted per week</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>Translation Techniques</td>
<td>03</td>
</tr>
<tr>
<td>02</td>
<td>Linguistic Skills</td>
<td>02</td>
</tr>
<tr>
<td>03</td>
<td>Foreign Language</td>
<td>05</td>
</tr>
<tr>
<td>04</td>
<td>Media Skills Training (with Practical)</td>
<td>01</td>
</tr>
<tr>
<td>05</td>
<td>Sports Activity</td>
<td>01</td>
</tr>
<tr>
<td>06</td>
<td>Preparation for Competitive examinations</td>
<td>10 Lectures per Semester</td>
</tr>
<tr>
<td>07</td>
<td>General Awareness</td>
<td>10 Lectures per Semester</td>
</tr>
<tr>
<td>08</td>
<td>Training and placement Orientation</td>
<td>10 Lectures per Semester</td>
</tr>
</tbody>
</table>
e) Evidence of success:

i) As a result students have achieved better results in intercollegiate competitions and activities where such skills are required.

ii) Students are giving positive feedback about this practice.

iii) Since this practice has started in academic year 2015-16, 05 students have successfully received the placement immediately.

f) Problems Encountered and Resources Required:

i. Framing of befitting institutional curriculum and awarding suitable weightages to various subjects.

ii. Sparing time for additional classes.

iii. Resources are available and also new resources have been procured.

Best Practice 2:

Title of the Practice: Student Progress Card

a) Objectives of the practice:

i) To keep a record of student’s progress and his/her important activities in the college.

ii) To monitor the progress in academics.

iii) To monitor the psychological, social and ethical behavior.
b) The Context:

A number of students being admitted in this college score low marks in graduation and lower exams. It is a challenge to bring them up to the expected standard of post graduation. In order to accomplish this task, close monitoring of his/her progress in academic and behavioral aspects is very important. The institute nominates a guardian faculty member (GFM) for each student who maintains the entire data of the student. This data is available at a glance to monitor the progress of the student and to guide and counsel her if required. Record of bahavioural aspects is also kept so that a personality profile of the student could be drawn for record and for advice / improvement.

c) The Practice:

i) Each student is allotted one GFM.

ii) The GFM maintains the Progress Card for each student.

iii) Entire data (personal, academic performance, fee record, behavioral record) is maintained on this card.

iv) Good points/work done in social, moral and ethical aspects is also noted.

v) Corrective/preventive/counseling is based on this record.

vi) It becomes handy while interacting with parents or at the time of any critical incident
d) Evidence of Success:

i) Easier to track the progress of the students.

ii) Behavioural aspects are recorded.

iii) Graphical representation of academic performance has helped to monitored and counsel.

iv) Record of counseling is there. Students are aware that the monitoring is taking place.

e) Problems Encountered and Resources Required:

i) Initial hesitation of maintaining the data.

ii) Flow of administrative data to GFMrs from College office.

iii) Training to GFMrs on behavioral aspects was required which has been now given and system is functioning.

iv) Students are given personal guidance for improving their personality. Mr. Jai Prakash Bagde of Lotus College has been given the consultancy work.

v) Weekly interaction with students on educational development is conducted.
Evaluative Report

Mahatma Gandhi Mission
College of Journalism and Mass communication
Aurangabad. (Maharashtra)
Evaluative Report

Mahatma Gandhi Mission
College of Journalism and Mass communication
Aurangabad. (Maharashtra)

1. Name of the College:
   MGM College of Journalism and Mass Communication, Aurangabad

2. Year of Establishment: 1993

3. Names of Programmes / Courses offered:
   Under Graduate Courses:
   - B.A. (MCJ) Three Years
   - B.A.(International Journalism) Three Years
   Post Graduate Course:
   - M.A. (MCJ) 2 years

Names of Interdisciplinary courses and the departments/units involved: None

4. Annual/ semester/choice based credit system programmewise): Semester

5. Participation of the department in the courses offered by other departments:
CJMC faculties participated to conduct classes at Jawaharlal Nehru Engineering College, Aurangabad on the topic of Multimedia Engineering. Lecture on Communication Skill, Publicity in Mother Teresa Nursing College.

6. Courses in collaboration with other universities, industries, foreign institutions, etc.: Nil.

7. Details of courses/programmes discontinued (if any) with reasons-
   Bachelor of Journalism one year degree course was discontinued by the college so as to facilitate students with the depth of knowledge CJMC has adopted three year degree course against it.

8. Number of teaching posts

<table>
<thead>
<tr>
<th>Teaching Posts</th>
<th>Sanctioned</th>
<th>Filled</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal</td>
<td>-</td>
<td>01</td>
</tr>
<tr>
<td>Associate Professor</td>
<td>- -</td>
<td>- -</td>
</tr>
<tr>
<td>Asst. Professor</td>
<td>06</td>
<td>04</td>
</tr>
</tbody>
</table>

9. Faculty profile with name, qualification, designation, specialization, (D.Sc. /D.Litt. /Ph.D. / M. Phil. etc.

<table>
<thead>
<tr>
<th>Name</th>
<th>Qualification</th>
<th>Designation</th>
<th>Specialization</th>
<th>No. of years of Exp.</th>
<th>No. of Ph.D.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Rekha Shelke</td>
<td>M.A.(MMCJ)</td>
<td>Principal</td>
<td>Public Relation</td>
<td>17</td>
<td>08</td>
</tr>
<tr>
<td></td>
<td>Ph.D.</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Dr. Vishakha</td>
<td>M.A.(MMCJ)</td>
<td>Asst.</td>
<td>Film Communication</td>
<td>12</td>
<td>08</td>
</tr>
<tr>
<td>Garkhedkar</td>
<td>Ph.D.</td>
<td>Professor</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
10. **List of senior visiting faculty**
   
a) Dr. Ranjan Garge - Ex Principal Government Arts and Science College, Aurangabad.

b) Dr. Umar Khan - Ex HOD, Dept. of Political Science, Dr. B. A. M. University, Aurangabad

c) Dr. Shahed Shaikh - Faculty Maulana Azad Higher Learning Centre, Aurangabad

**List of Contract Hour Basis Faculty**

a) Adv. Sadhana Gaikwad  
b) Mr. Vivek Rathod  
c) Mrs. Sharmistha Bhosale  
d) Mr. Joshua Boit

11. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:  
    **25 percent of lectures are taken by media professional.**
12. **Student -Teacher Ratio (programme wise):**
   15:1

13. **Number of academic support staff (technical) and administrative staff; sanctioned and filled:** 05

14. **Qualifications of teaching faculty with D. Sc./ D. Litt/ Ph. D/ M Phil/ PG.**

Details of Qualifications of teaching faculty is as shown in the table

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Name</th>
<th>Qualification</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Dr. Rekha Shelke</td>
<td>BA, BJ, MMCJ, Ph.D.</td>
</tr>
<tr>
<td>2</td>
<td>Dr. Vishakha Garkhedkar</td>
<td>BA, BJ, MMCJ, Ph.D.</td>
</tr>
<tr>
<td>3</td>
<td>Dr. Asha Deshpande</td>
<td>B Com, BJ, MMCJ, Ph.D. SET</td>
</tr>
<tr>
<td>4</td>
<td>Prof. Satyajeet Jadhav</td>
<td>BE(Mech.) MA(MCJ), SET, PGCC Cinematography from FTI</td>
</tr>
<tr>
<td>5</td>
<td>Prof. Kavita Pachchigar</td>
<td>BA, BMCJ, MMCJ, SET (Pursuing Ph.D.)</td>
</tr>
<tr>
<td>6</td>
<td>Prof. Anuradha Inamdar</td>
<td>B.Sc., MMCJ, (Pursuing Ph.D.)</td>
</tr>
<tr>
<td>7</td>
<td>Mr. Madhav Savargave</td>
<td>MA(MCJ), SET, (Pursuing Ph.D.)</td>
</tr>
<tr>
<td>8</td>
<td>Mr. Abdul Wahab Shaikh</td>
<td>MA(MCJ), SET, (Pursuing Ph.D.)</td>
</tr>
</tbody>
</table>

15. **Number of faculty with ongoing projects from**
   a) National - Nil
   b) International funding agencies and grants received: Nil
16. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received:
One major project by ICSSR, New Delhi is under pipeline

17. Research Centre /facility recognized by the University:
No

18. Publications:
Publications of all faculties:
Details are follows –

• Number of papers published in peer reviewed journals (national /international) by faculty and students
  o i) National - 13 ii) International - 04
• Number of publications listed in International Database (For Ex: Web of Science, Scopus, Humanities International Complete, Dare Database International Social Sciences Directory, EBSCO host, etc.) -Nil
• Monographs- Nil
• Chapter in Books - Indian Cinema Society and Culture ISBN : 978-81-8457-587-3
• Books Edited -
  i. Dr.Vishakha Garkhedkar is Writing the Tutorial book for BMCJ in Yashwantrao Chavan Open University
• Books with ISBN/ISSN numbers with details of publishers
• Citation Index -Nil
• SNIP- Nil
• SJR- Nil
• Impact factor –Yes
• H-index Nil

19. **Areas of consultancy and income generated.**

Details are as follows

<table>
<thead>
<tr>
<th>Sr.No.</th>
<th>Specification</th>
<th>Amount in Rs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Promo Advertisement</td>
<td>75000</td>
</tr>
<tr>
<td>2</td>
<td>Social media</td>
<td>75000</td>
</tr>
<tr>
<td>3</td>
<td>Video and Photography</td>
<td>1,00,000</td>
</tr>
<tr>
<td>4</td>
<td>P R consultancy</td>
<td>50000</td>
</tr>
</tbody>
</table>

20. **Faculty as a members in**

i. **National committees :-** Nil

ii. **International Committees :-** Nil

iii. **Editorial Boards :-**

- Dr. Rekha Shelke worked as a review panel member for Shodhankan Quarterly International Multi-Disciplinary Referred and Reviewed Research Journal ISSN-2250-0383
- Dr. Rekha Shelke & Dr. Asha Deshpande has been working as an Editor in chief & Associate Editor respectively for the Research magazine ‘Media Messenger’.
- Dr. Asha Deshpande has been a member of editorial board of the book published by Dr. BAMU named ‘Amhi pahilele Dr.Babasaheb Ambedkar’.
• Dr. Rekha Shelke & Dr. Asha Deshpande has been a member of editorial board of the book named ‘Adharvad’.

21. Student projects
   
a) Percentage of students who have done in-house projects including inter departmental/programme
   
   - All the students of BA (MCJ), BA (IJ) and MA(MCJ) have to do in-house projects as a part of academic curriculum as per university guidelines.

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies.
   
   - All the students of BA (MCJ), BA (IJ) and MA(MCJ) have to do in-house projects as a part of academic curriculum as per university guidelines.

22. Awards / Recognitions received by faculty and students -

• Dr. Rekha Shelke won the Excellence Bhoomika award given by Eastern.
• Satyajeet Shobha Shriram won the best cinematography award given by Akhil Bhartiya Marath Chitrapat Maha Mandal for his debut film ‘Lathe Joshi’ at PIFF.

23. Award List of eminent academicians and scientists / visitors to the department
In each semester guest lectures and seminars are arranged for students of eminent academicians, scientists and visitors to the MGM CJMC, details of which are as follows:

<table>
<thead>
<tr>
<th>Name of the Visitor</th>
<th>Designation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mark Lindly</td>
<td>USA</td>
</tr>
<tr>
<td>Nana Patekar</td>
<td>Famous Actor &amp; Founder of NAAM</td>
</tr>
<tr>
<td>Mr. Nick Oza</td>
<td>Photo Journalist</td>
</tr>
<tr>
<td>Dr. Mansingh Parmar</td>
<td>Vice Chancellor, Kushabhau Thakre Patrakarita Vishva Vidyalay, Raipur.</td>
</tr>
<tr>
<td>Dr. Durgesh Tripathi</td>
<td>Prof. Guru Govind Singh Indraprastha University, Delhi.</td>
</tr>
<tr>
<td>Mr. Sanjay Raut</td>
<td>Editor, Samana.</td>
</tr>
<tr>
<td>Medha Patkar</td>
<td>Social Activist, Narmada Bachav Andolan</td>
</tr>
<tr>
<td>Tushar Gandhi</td>
<td>Social Activist,</td>
</tr>
<tr>
<td>Kiran Shantaram</td>
<td>Producer</td>
</tr>
<tr>
<td>Dr. Sanjiv Bhanavat</td>
<td>HOD Journalism Department, Rajsthan University, Jaipur</td>
</tr>
<tr>
<td>Prof. C.K. Sardana</td>
<td>P. R. Expert, Indore</td>
</tr>
<tr>
<td>Dr. Sundar Rajdeep</td>
<td>HOD Journalism Department, Mumbai University, Mumbai</td>
</tr>
<tr>
<td>Dr. Nisha Mude</td>
<td>HOD Journalism Department, Shivaji University, Kolhapur</td>
</tr>
<tr>
<td>Dr. Ravindra Chincholkar</td>
<td>HOD, Solapur University, Solapur</td>
</tr>
<tr>
<td>Dr. Tukaram Daud</td>
<td>HOD, North Maharashtra University.</td>
</tr>
<tr>
<td>Kumar Ketkar</td>
<td>Senior Journalist and Editor</td>
</tr>
<tr>
<td>Mr. Rajiv Khandekar</td>
<td>Editor ABP MAZA</td>
</tr>
<tr>
<td>Milind Bhagwat</td>
<td>News Anchor ABP Maza</td>
</tr>
<tr>
<td>MR. Rajan Khan</td>
<td>Writer</td>
</tr>
</tbody>
</table>
Mr. Nagraj Manjule  
Film maker and Director

Mr. Uttam Kamble  
Senior Journalist and Editor

Dr. Abhay Bang  
Social Activist

24. **Seminars/ Conferences/Workshops organized & the source of funding :-**

   a) National

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Programme</th>
<th>Date</th>
<th>Participants</th>
<th>Source of funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>FDP Research Methodology</td>
<td>Jan 2016</td>
<td>04 faculty members</td>
<td>College</td>
</tr>
<tr>
<td>2</td>
<td>National Conference on Media: Culture &amp; Society</td>
<td>Feb 2016</td>
<td>06 faculty members</td>
<td>Participant &amp; College</td>
</tr>
<tr>
<td>3</td>
<td>Digital Media Marketing</td>
<td>Sept 2017</td>
<td>05 members</td>
<td>Participant &amp; College</td>
</tr>
</tbody>
</table>

25. **Student profile programme/course wise: (2015-16)**

<table>
<thead>
<tr>
<th>Name of the Course Programme(refer question no.4)</th>
<th>Applications received</th>
<th>Selected</th>
<th>Enrolled</th>
<th>Pass Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>M</td>
<td>F</td>
<td></td>
</tr>
<tr>
<td>MA (MCJ)</td>
<td>62</td>
<td>42</td>
<td>07</td>
<td>61.2 %</td>
</tr>
<tr>
<td>BA(MCJ)</td>
<td>39</td>
<td>33</td>
<td>06</td>
<td>82.35 %</td>
</tr>
<tr>
<td>BA (IJ)</td>
<td>28</td>
<td>22</td>
<td>06</td>
<td>70.37 %</td>
</tr>
</tbody>
</table>
26. Diversity of Students

<table>
<thead>
<tr>
<th>Name of the Course</th>
<th>% of students from the same state</th>
<th>% of students from other states</th>
<th>% of students from abroad</th>
</tr>
</thead>
<tbody>
<tr>
<td>PG</td>
<td>50</td>
<td>00</td>
<td>00</td>
</tr>
<tr>
<td>UG</td>
<td>83.3</td>
<td>03</td>
<td>00</td>
</tr>
</tbody>
</table>

27. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? 05

28. Student progression

<table>
<thead>
<tr>
<th>Student Progression</th>
<th>Against % enrolled (2015-16)</th>
</tr>
</thead>
<tbody>
<tr>
<td>UG to PG</td>
<td>80 %</td>
</tr>
<tr>
<td>PG to M. Phil</td>
<td>05 %</td>
</tr>
<tr>
<td>PG to Ph. D</td>
<td>6.8 %</td>
</tr>
<tr>
<td>Ph. D to Post Doctor</td>
<td>Nil</td>
</tr>
<tr>
<td>Employed</td>
<td></td>
</tr>
<tr>
<td>Campuses Selection</td>
<td>12 %</td>
</tr>
<tr>
<td>Other than campus recruitment</td>
<td>50 %</td>
</tr>
<tr>
<td>Entrepreneurship/Self-employment</td>
<td>25 %</td>
</tr>
</tbody>
</table>
29. Details of Infrastructural facilities

a) Library: Main Library having around 3000 books and Reference Library consisting of reference books reading space with audio visual devices

b) Internet facilities for Staff & Students are available.

c) Class rooms with ICT facility

d) 3 Computer Laboratories and 1 Language laboratory are available

e) Audio Visual Studio with HD Camera and Teleprompter, Lights.

30. Number of students receiving financial assistance from college, university, government or other agencies

Details of CJMC students receiving financial assistance from government in academic year 2015-16 are as shown below:

<table>
<thead>
<tr>
<th>Programme</th>
<th>ST</th>
<th>SC</th>
<th>NT</th>
<th>SBC</th>
<th>OBC</th>
<th>EBC</th>
<th>Minority</th>
<th>Institute</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>MA(MCJ)</td>
<td>00</td>
<td>07</td>
<td>11</td>
<td>00</td>
<td>08</td>
<td>NA</td>
<td>NA</td>
<td>01</td>
<td>26</td>
</tr>
<tr>
<td>BA(MCJ)</td>
<td>00</td>
<td>06</td>
<td>03</td>
<td>00</td>
<td>06</td>
<td>NA</td>
<td>NA</td>
<td>01</td>
<td>16</td>
</tr>
<tr>
<td>BA(IJ)</td>
<td>00</td>
<td>00</td>
<td>00</td>
<td>00</td>
<td>00</td>
<td>NA</td>
<td>NA</td>
<td>01</td>
<td>01</td>
</tr>
</tbody>
</table>

Details on student enrichment programs (special lectures / workshops/seminar) with external experts

<table>
<thead>
<tr>
<th>Date</th>
<th>Name of the Speaker</th>
<th>Designation &amp; Organisation</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>07/07/2016</td>
<td>Mr.Krishna Kende</td>
<td>Reporter ABP MAZA, Aurangabad</td>
<td>Electronic Media</td>
</tr>
<tr>
<td>25/07/2016</td>
<td>Arti Kulkarni</td>
<td>News anchor</td>
<td>News bulletin</td>
</tr>
<tr>
<td>Date</td>
<td>Name</td>
<td>Organization/Role</td>
<td>Event Description</td>
</tr>
<tr>
<td>------------</td>
<td>-----------------------</td>
<td>--------------------------------------------------------------</td>
<td>------------------------------------------</td>
</tr>
<tr>
<td>06/08/2016</td>
<td>Mr. Krishna Bhoge</td>
<td>Ex. divisional commissioner, Aurangabad</td>
<td>Workshop</td>
</tr>
<tr>
<td>02/09/2016</td>
<td>Mr. Madhav Savargave</td>
<td>Jay Maharashtra</td>
<td>Camera</td>
</tr>
<tr>
<td>03/09/2016</td>
<td>Mr. Amol Parchure</td>
<td>IBN LOKmat</td>
<td>TV Journalism</td>
</tr>
<tr>
<td>03/09/2016</td>
<td>Mr. Kamlesh Devrukhkar</td>
<td>Freelance Journalist</td>
<td>Script writing for documentary, news bulletin</td>
</tr>
<tr>
<td>17/09/2016</td>
<td>Dr. Mangala Vaishnav</td>
<td>Language Expert</td>
<td>Speech on Hyderabad mukti sangram</td>
</tr>
<tr>
<td>30/09/2016</td>
<td>Dr. Shilpa Deshpande</td>
<td>Soft Skill trainer</td>
<td>Soft skills</td>
</tr>
<tr>
<td>22/11/2016</td>
<td>Mr. Rajendra Hundekar</td>
<td>Manshkti Prayog Kendra</td>
<td>Youth and ambitions</td>
</tr>
<tr>
<td>26/01/2016</td>
<td>Mr. Vijay Shinde</td>
<td>Bapu sudha Pratishan</td>
<td>Constitution</td>
</tr>
<tr>
<td>06/12/2016</td>
<td>Mr. Shyam Agle</td>
<td></td>
<td>Philosophy of Dr. B.R Ambedkar and education</td>
</tr>
<tr>
<td>15/12/2016</td>
<td>Mr. Sanjay Sontakke</td>
<td>Social activist, Nagpur</td>
<td>Gender equality</td>
</tr>
<tr>
<td>13/01/2017</td>
<td>Dr. Chandrajyoti Bhandari</td>
<td>Professor</td>
<td>Marathi Bhasha</td>
</tr>
<tr>
<td>17/01/2017</td>
<td>Mr. Nilu Damle</td>
<td>Senior journalist</td>
<td>Print Media</td>
</tr>
<tr>
<td>20/01/2017</td>
<td>Mr. Madhuri Purnam</td>
<td>Editor and art Critic</td>
<td>Cultural reporting and art writing</td>
</tr>
</tbody>
</table>
31. **Teaching methods adopted to improve student learning.**

Faculty adopt various teaching methods as follows:

- Lecture Method
- Interactive Learning
- Independent Learning
- Collaborative Learning
- Problem Method
- Case Study Method
- Use of ICT Tools
- Seminar, Workshops
- Language Lab Sessions

32. **Participation in Institutional Social Responsibility (ISR) and Extension activities.**
Yes, the Institute promotes institution-neighborhood-community network through NSS activities, association with NGO NAAM and Community Development Trust promotion of social activities and through patient welfare at MGM Hospital.

33. **SWOC analysis of the department and Future plans**

a) **Strengths:**

   i. Majority faculties are qualified and experienced.
   
   ii. Well equipped Audio Visual Studio and good infrastructure.
   
   iii. Good performance of students in University examinations.
   
   iv. All round exposure of the students.
   
   v. Critical analysis of feedback of stakeholders.

b) **Weakness:**

   i. No control over quality of students.
   
   ii. No control on quality of students getting admitted.
   
   iii. No flexibility in terms of curriculum designing and development.
   
   iv. Resource Constraint.

c) **Opportunities:**

   i. Collaboration with National/ International Universities
ii. Many opportunities for interdisciplinary research with sister institutes.

iii. Use of e-learning and adoption of new technology.

iv. Consultancy & Research

v. Potential to be a mentor institute in the region.

d) Challenges:

i. Limited time available for running curriculum and all activities in a semester.

ii. Attracting quality students.

iii. To develop multi skills and creativity among the student

iv. To prepare student for updated knowledge skills.

v. To encourage research, publications and consultancy

e) Future Plans

i. To motivate and involve faculty members in research based activities.

ii. Proposal for new vocational and job oriented short term training programs.

iii. More innovation in teaching-learning process.

iv. To add two more value addition courses by 2017-18

*****************************************************************************
DECLARATION BY THE HEAD OF THE INSTITUTE

I certify that the data included in this Self Study Report (SSR) is true to the best of my knowledge.

This SSR is prepared by the College after internal discussions and no part thereof has been outsourced.

I am aware that the peer team will validate the information provided in this SSR during the peer team visit.

Date: 27 Mar 2017

Principal

Place: Aurangabad

(Name and Signature with Office seal)
Certificate of Compliance

(Affiliated/Constituent/Autonomous Colleges and Recognized Institutions)

This is to certify that MGM College of Journalism & Mass Communication all norms

1. Stipulated by the affiliating University and/or
2. Regulatory Council/Body [such as NCTE, AICTE, MCI, DCI, BCI, etc] and
3. The affiliation and recognition [if applicable] is valid as on date.

In case the affiliation / recognition is conditional, then a detailed enclosure with regard to compliance of conditions by the institution will be sent.

It is noted that NAAC"s accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation or Recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.

Date: 27 Mar 17
Principal
Place: Aurangabad
(Name and Signature with Office seal)
Approval of courses of Affiliating University - 2016

This is to certify that MGM COLLEGE OF JOURNALISM AND MASS COMMUNICATION, AURANGABAD, is affiliated to the DR. BABASAHEB AMBEDKAR MARATHWADA UNIVERSITY, AURANGABAD since 1993 and recognized by the University Grants Commission and the following Courses/Subjects are taught in the said college as per approval.

<table>
<thead>
<tr>
<th>Sr. No</th>
<th>Name of the Course(s) and Duration</th>
<th>Affiliation</th>
<th>Period of Validity for the year(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>Three Year - under graduate degree course B.A. (Mass Communication and Journalism)</td>
<td>Temporary</td>
<td>2016-17</td>
</tr>
<tr>
<td>02</td>
<td>Three Year - under graduate degree course B.A. (International Journalism)</td>
<td>Temporary</td>
<td>2016-2017</td>
</tr>
<tr>
<td>03</td>
<td>Two Year - post graduate degree course B.A. (Mass Communication and Journalism)</td>
<td>Temporary</td>
<td>2016-17</td>
</tr>
</tbody>
</table>

Ref. Acad/Aff/MAK/2016-17/439
Dated: 25-04-2017

Deputy Registrar,
[Academic section]
Dr. Babasaheb Ambedkar Marathwada University, Aurangabad.
ISO CERTIFICATE

This is to Certify that the Management System of:
MAHATMA GANDHI MISSION’S COLLEGE OF JOURNALISM AND MASS COMMUNICATION
MGM Campus, N-6, CIDCO, Aurangabad-431 003, Maharashtra India.
has been assessed and found to comply with the requirement of
ISO 9001:2008
The Quality Management System is Applicable to
Provide Education in Journalism, Mass Communication and Broadcasting Journalism As Per Syllabus Prescribed by Dr. Badasaheb Ambedkar Marathwada University, Aurangabad.

Certificate No.: 11545
Date of Issue: 07.05.2014
Date of Certification Audit: 18.04.2014
Date of Expiry: 06.05.2017

1st Surveillance Audit: March - 2015
2nd Surveillance Audit: March - 2016

British Certifications Inc.
Office No: 4, 1st Floor, C-4/7, Shiva Arcade Achariya Niketan, Mayur Vihar, Phase-1, Delhi-110091 (India)
Tel.: +91-11-43601911, 43601987 Fax: +91-11-43601911, E-mail: bci@britishcertification@gmail.com Web: www.ibd.co.in
Visit for verification: www.jas-anz.org/register
Master Plan of CJMC
## Abbreviation

<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>B.O.S</td>
<td>Board of Studies</td>
</tr>
<tr>
<td>BA</td>
<td>Bachelor of Arts</td>
</tr>
<tr>
<td>CBCS</td>
<td>Credit Base Choice System</td>
</tr>
<tr>
<td>CBSC</td>
<td>Central Board of Secondary Education</td>
</tr>
<tr>
<td>CCTV</td>
<td>Closed-circuit television</td>
</tr>
<tr>
<td>CD</td>
<td>Compact Disc</td>
</tr>
<tr>
<td>CET</td>
<td>Common Entrance Test</td>
</tr>
<tr>
<td>CFL</td>
<td>Compact Fluorescent Lamps</td>
</tr>
<tr>
<td>CHB</td>
<td>Contract Hour Basis</td>
</tr>
<tr>
<td>CIDCO</td>
<td>City and Industrial Development Corporation</td>
</tr>
<tr>
<td>CJMC</td>
<td>College of Journalism and Mass Communication</td>
</tr>
<tr>
<td>CMC</td>
<td>Center for Media Consultancy</td>
</tr>
<tr>
<td>CRP</td>
<td>Corporate Recruitment Plan</td>
</tr>
<tr>
<td>CSR</td>
<td>Corporate Social Responsibility</td>
</tr>
<tr>
<td>D.litt</td>
<td>Doctor of Literature</td>
</tr>
<tr>
<td>D.sc</td>
<td>Doctor of Science</td>
</tr>
<tr>
<td>DL</td>
<td>Duty Leave</td>
</tr>
<tr>
<td>Dr.BAMU</td>
<td>Dr. Babasaheb Ambedkar Marathwada University</td>
</tr>
<tr>
<td>DTE</td>
<td>Directorate of Technical Education</td>
</tr>
<tr>
<td>DVD</td>
<td>Digital Optical Disc</td>
</tr>
<tr>
<td>e.g.</td>
<td>Example</td>
</tr>
<tr>
<td>ECC</td>
<td>Environment Consciousness Committee</td>
</tr>
<tr>
<td>EDE</td>
<td>Entrepreneurship Development Cell</td>
</tr>
<tr>
<td>ERP</td>
<td>Enterprise Resource Planning</td>
</tr>
<tr>
<td>Acronym</td>
<td>Full Form</td>
</tr>
<tr>
<td>--------</td>
<td>-----------</td>
</tr>
<tr>
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<tr>
<td>FDP</td>
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<td>HRD</td>
<td>Human Resource Development</td>
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<tr>
<td>IC</td>
<td>Integrated Circuit</td>
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<tr>
<td>ICSSR</td>
<td>Indian Council of Social Research</td>
</tr>
<tr>
<td>ICT</td>
<td>Information and Communication Technology</td>
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<tr>
<td>ICTR</td>
<td>International Conference of Translation research</td>
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<tr>
<td>IFLC</td>
<td>International Festival of Language and Culture</td>
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<tr>
<td>IIFLC</td>
<td>Institute of foreign Language</td>
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<tr>
<td>IJ</td>
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<tr>
<td>ILNA</td>
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<td>IOM</td>
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<tr>
<td>IQAC</td>
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<td>LAN</td>
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<tr>
<td>Acronym</td>
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<td>LED</td>
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<td>TV</td>
<td>Television Video</td>
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<tr>
<td>UG</td>
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<td>UNESCO</td>
<td>United Nation Educational, Scientific &amp; Cultural Organization</td>
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<tr>
<td>UPS</td>
<td>uninterruptible power supply</td>
</tr>
<tr>
<td>VIP</td>
<td>Very Important Person</td>
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