

**JANUARY 13, 2018**

**ARTS, COMMERCE  
AND SCIENCE  
COLLEGE TUKUM,  
CHANDRAPUR-442401**

**ANNUAL QUALITY ASSURANCE REPORT  
BY INTERNAL QUALITY ASSURANCE CELL**

**AQAR-Year 2014-15**

***Submitted to***

**National Assessment and Accreditation  
Council (NAAC) Bangalore – 560 072**

## Part – A

### 1. Details of the Institution

1.1 Name of the Institution

**Arts, Commerce and Science  
College, Tukum, Chandrapur**

1.2 Address Line 1

**Near, S.T.Workshop**

Address Line 2

**Tadoba Road ,Tukum**

City/Town

**CHANDRAPUR**

State

**MAHARASHTRA**

Pin Code

**442401**

Institution e-mail address

**acs\_college@rediffmail.com**

Contact Nos.

**07172265305**

Name of the Head of the Institution:

**Dr. Suresh Bapuji Mohitkar**

Tel. No. with STD Code:

**07172 265305**

Mobile:

**9403111122**

Name of the IQAC Co-ordinator:

**Dr. Pravin Madhukar Telkhade**

Mobile:

**9850066690**

IQAC e-mail address:

iqac15acs@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879) MHCOGN12182

1.4 NAAC Executive Committee No. & Date:

EC/35/139 dated 28/02/2005

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

1.5 Website address:

www.acscollegetukum.ac.in

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	C+	61.5	28/02/2005	
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

27/03/203

1.8 AQAR for the year (for example 2010-11)

2012-13

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- AQAR \_\_\_\_\_ (DD/MM/YYYY)
- AQAR \_\_\_\_\_ (DD/MM/YYYY)
- AQAR \_\_\_\_\_ (DD/MM/YYYY)
- AQAR \_\_\_\_\_ (DD/MM/YYYY)

### 1.10 Institutional Status

University State ☒ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College ☐ Yes ☐ No ☐

Autonomous college of UGC Yes ☐ No ☐

Regulatory Agency approved Institution Yes ☐ No ☐

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☒ Rural ☐ Tribal ☐

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

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

### 1.11 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☒ Law ☐ EI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

**Not Applicable**

### 1.12 Name of the Affiliating University (*for the Colleges*)

**Gondwana University,  
Gadchiroli**

### 1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

NA

Any other (*Specify*)

NA

UGC-COP Programmes

NA

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

4

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

Nil

2.4 No. of Management representatives

1

2.5 No. of Alumni

2

2.6 No. of any other stakeholder and  
community representatives

1

2.7 No. of Employers/ Industrialists

Nil

2.8 No. of other External Experts

1

2.9 Total No. of members

11

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders:

No.

Faculty

3

Non-Teaching Staff Students

1

Alumni

1

Others

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

No

✓

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.

NIL

International

National

State

Institution Level

(ii) Themes

## 2.14 Significant Activities and contributions made by IQAC

IQAC Plan and supervision on following significant activities for students during the session 2014-15

From academic calendar IQAC has instructed to follow the academic calendar 2014-15. Total working days-184 where to dedicate 134 for various activities academic calendar.

In the month of July, 3 days for project or library services to be render to stakeholders and offer the counselling for enhancement of skill of the students by taking the audition much before 1 week.

In the month of August, 3 days sports or library services are ment for counting abilities of the students by inculcating holistic approaches by the faculty members of various department. Library services provided for enhancement of research quality and support to imbibe the latent qualities heading to help concern by the selection by the department of support. The seminar to be held by each department prior to holding the seminar for class diligent (Industrious) students are asked to select their desirable topic much before 7 days of presentation. The seminar is ment for to expose the talent of students of their various sphere of knowledge.

In the month of September, assignment is meant for enhancement of congruity by delirious of advance students they study at home, collect some questions and everyone disseminate amongst all the students for answering in group or in person much before 30 days of teaching plan getting in the hand and ask to submit to department for evaluation. The RD means for resolving difficulties of the students who come across to technical world vocabulary.

In the month of November, BC means bridge course. It is talented device in the hand of faculty to compensate and pace making of the lag behind students by absence or due to slow learning.

In the month of February, GD is a teaching method for students centric methodology. The students are ask to Uttar a, b, c, d, e and Uttar letter denominate the group and every group is given various topic of hard core syllabus whereby they can get some points and ask to present before the class and the presentation of excellent group is awarded by department.

In the month of March, the GL to remove the hackneyed ambiance of the student they are occasion to listen from other person and also they can get varied knowledge and marine of experience.

In the month of December, 3 days sports or library services are meant for counting abilities of the students by inculcating holistic approaches by the faculty members of various department. Library services provided for enhancement of research quality and support to imbibe the latent qualities heading to help concern by the selection by the department of support.

The seminar to be held by each department prior to holding the seminar for class diligent (Industrious) students are asked to select their desirable topic much before 7 days of presentation. The seminar is meant for to expose the talent of students of their various sphere of knowledge.

In the month of January, department end over to organized industry visit for students to go through pragmatic approach alienated from theoretical experience.

**Teachers Quality Assessment:**

- a) Annual Academic Audit:- The IQAC Conduct Internal Academic Audit Of All the Department about
  - 1) Teaching Learning Process
  - 2) Students Evaluations.
  - 3) Internal Feedback Mechanism
  - 4) Curricular, Extracurricular and Extension activities
- b) End of the Session IQAC Coordinator supervised the PBAS review committee which assessed the PBAS submitted by the staff.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality

Enhancement and the outcome achieved by the end of the year \*

Plan of Action	Achievements
Preparing for NAAC Re-accreditation process	
Review of Admission Process	Various promotional strategies were undertaken viz. participation in Education, fair, distribution of pamphlets and erection of banners in prime location * Counselling students on various courses * Orientation about the college, rules and regulations given to the stakeholders before admission.
To conduct Faculty Development Programmes towards continuous improvement in teaching and Learning	03 FDPs were conducted for CHB and new recruits by IQAC
To sustain and enhance quality of education through effective teaching – learning practices.	Use of MOODLE and preparation of Unit planners which includes teaching-learning methodologies

	* Implementation of teaching-learning practices monitored by HoD's / IQAC/ Principal * Criterion II explains the outcomes
To encourage student-centric methods and use of technology for teaching and learning	described in Criterion II & V
To conduct Student development programmes for enhancing the quality of output	

*\* Attach the Academic Calendar of the year as Annexure.*

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

Management ☒      Syndicate ☐      Any other body

Provide the details of the action taken

- ❖ The suggestions and recommendations of the Management, IQAC Members followed for Preparation of the final Draft of the AQAR .
- ❖ The Management Approved the Plan of Action and gave consent to Implement activities as proposed.

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## Part – B

### Criterion – I

#### 1. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	<b>9</b>	NIL	NIL	
UG	<b>18</b>	NIL	NIL	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
<b>Total</b>	<b>27</b>			
Interdisciplinary				
Innovative				

##### 1.2 (i) Flexibility of the Curriculum: **CBCS**

##### (ii) Pattern of programmes:

Pattern	Number of programmes
<b>Semester</b>	<b>27</b>
Trimester	
Annual	

1.3 Feedback from stakeholders\* Alumni ☐ Parents ☐ Employers ☐ Students ☒  
*(On all aspects)*

Mode of feedback : Online ☐ Manual ☒ Co-operating schools (for PEI) ☐

*\*Please provide an analysis of the feedback in the Annexure*

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

#### **English**

Soft Skills & Competitive Examination segment has been added to the syllabi to enhance the employability skills for higher learning.

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

NO

## Criterion – II

### 2. Teaching, Learning and Evaluation

#### 2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
<b>31</b>	<b>23</b>	<b>8</b>		

#### 2.2 No. of permanent faculty with Ph.D. **11**

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
<b>23</b>	<b>3</b>	<b>8</b>	<b>-</b>					<b>31</b>	<b>3</b>

#### 2.4 No. of Guest and Visiting faculty and Temporary faculty **4** **-** **46**

#### 2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	<b>19</b>	<b>20</b>	<b>4</b>
Presented papers	<b>10</b>	<b>6</b>	<b>-</b>
Resource Persons	<b>-</b>	<b>1</b>	<b>-</b>

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

- ICT Based Teaching
- Demonstrative Teaching
- Student Presentations
- Workshops, Group Discussions, Case Studies, Role Plays
- Seminars/Guest Lectures
- Visits /Industrial Visits/Outdoor Shooting/Exhibitions
- Innovative & Creative Assignments
- Article/Book Reviews
- Documentaries & Movies, Videos through YouTube

2.7 Total No. of actual teaching days during this academic year **184**

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

\* Revaluation was introduced, if required third valuation was introduced for PG Courses.

\* Automation of Results processing by university.

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

**8**

3 Workshop

**76%**

2.10 Average percentage of attendance of students

2.11 Course/Programme wise Distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.	300	-	15.33	32	2.33	49.66%
B.Com.	158	-	8.87	38.60	16.45	63.92%
B.Sc.	221	0.45	10.40	31.22	-	41.62 %
M.A.(Mar.)	22	----	27.27	45.45	4.54	77.27%
M.A.(Soc.)	56	----	33.92	51.78	1.78	85.71%
M.A.(Pol.)	16	--	37.50	31.25	--	68.75%
M.A.(His.)	16	--	43.75	31.25	--	75.00%
M.A.(Eco.)	17	--	17.64	41.17	11.76	70.58%
M.Com	75	4.00	26.0	50.66	6.67	88.00%
M.Sc.(Maths)	29	---	13.79	41.87	3.44	58.62%
M.Sc.(C/S)	10	--	40.00	---	----	40.00%
M.Sc.(E/S)	12	--	50.00	--	--	50.00%

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

Our aim is to move away from the traditional practices of teaching with one modality (typically linguistic) for all students in a lesson. Instead, if we recognize that our students learn in different ways, then we also need to recognize that our students need us, when possible, to teach lessons with strategies that allow students to process information through multiple modalities. At the same time each method is not fool-proof, but has its own advantages and disadvantages. That is why IQAC would recommend the use of complementary methods rather than one method.

### **SPECIFIC TEACHING METHODS:-**

**THE LECTURE METHOD-** The lecture method of instruction is recommended for trainees with very little knowledge or limited background knowledge on the topic.

**THE DISCUSSION METHOD-** Discussion involves two-way communication between participants. In the classroom situation an instructor and trainees all participate in discussion.

**THE DEMONSTRATION LESSON-** Demonstration means any planned performance of an occupation skill, scientific principle or experiment.

### **PRESENTATION**

1. Make sure all students can see and hear the lesson.
2. Be enthusiastic, professional, effective but not dramatic.
3. Relax; use any mishaps or humour to YOUR advantage.
4. Observe all safety rules and procedures.
5. Keep eye-contact with the class; ask and encourage class questions.
6. Explain WHY and HOW: use the techniques of SHOW and TELL.
7. Use a medial summary to strengthen your explanation.

### **PRECAUTIONS**

1. Avoid interruptions; keep demonstration smooth and continuous.
2. Never demonstrate on a student's material.
3. Work towards one aim.
4. Allow time for possible student participation.

After a session, the ideas can be discussed further and evaluated, for example listing the best options in a systematic way. Ideas can be grouped and analyzed so that they belong to the group rather than individuals. Unlike a buzz session, a brainstorm session can work well with a large group and usually takes less time. It is best to limit the time for plenary brainstorms, as teacher might lose the attention of some participants.

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	Nil
UGC – Faculty Improvement Programme	Nil
HRD programmes	Nil
Orientation programmes	Nil
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	Nil
Others (Short term)	<b>02</b>

### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	<b>31</b>	<b>3</b>	-	<b>02</b>
Technical Staff	<b>20</b>	<b>4</b>	-	<b>02</b>

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## Criterion – III

### 3. Research, Consultancy and Extension

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

- Motivating the faculty to register for M.Phil / Ph.D and apply for Minor Research Projects to UGC
- Providing research incentives.
- Research facilities -free Internet, INFLIBNET, journals are provided.
- Flexible time table and financial assistance to attend and participate in Seminars /workshops/ conferences etc. at the regional /state level.
- Faculty are encouraged to present and publish papers. The outcome is 06 papers published in International Journal, 07 in National Journal, 04 in International Conferences, 2 in National Conference and 6 paper presentations in various International and National conferences /Seminars.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs	Nil	Nil	Nil	Nil

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs	Nil	Nil	Nil	Nil

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	<b>24</b>	-	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	<b>7</b>	<b>8</b>	-

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	Nil	Nil	Nil	Nil
Minor Projects	Nil	Nil	Nil	Nil
Interdisciplinary Projects	Nil	Nil	Nil	Nil
Industry sponsored	Nil	Nil	Nil	Nil
Projects sponsored by the University/ College	Nil	Nil	Nil	Nil
Students research projects (other than compulsory by the University)	Nil	Nil	Nil	Nil
Any other(Specify)	Nil	Nil	Nil	Nil
Total	Nil	Nil	Nil	Nil

3.7 No. of books published i) With ISBN No  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

Level	International	National	State	University	College
Number					
Sponsoring agencies					

3.11 No. of conferences organized by the Institution

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

3.13 No. of collaborations  International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency  From Management of University/College   
Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialised	Applied	Nil
	Granted	Nil

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

Total	International	National	State	University	Dist	College
<b>02</b>	<b>2</b>	-	-	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

**4**  
**12**

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

**2**

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level **70** State level   
National level  International level

3.22 No. of students participated in NCC events:

University level  State level   
National level  International level



3.23 No. of Awards won in NSS:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.24 No. of Awards won in NCC:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text" value="10"/>	
NCC	<input type="text"/>	NSS	<input type="text"/>	Any other <input type="text"/>

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

- College organized **Study and Excursion** tour for B.Sc final year students at Hyderabad, 29 students were participated.
- Submission of Ph.D thesis by Faculty Prof. **A.R.Mathankar** and Prof. **Swapnil Gudadhe** to R.T.M. Nagpur University, Nagpur.
- RTMNU Nagpur **Ph.D Award** to college Faculty Dr. V.N. Vaidya ,Dept. of Home Economics during session 2014-2015.
- **“Self Governance Day”** organized by Dept. of Geography on Teachers day on 5th of September.
- **Gunwant Gaurav students** are felicitated who stood First Rank in our College.
  - ❖ Roshani Ghanshyam Shende --(Arts Faculty)
  - ❖ Priyanka Sahadev -- (Commerce Faculty)
  - ❖ Swapnil Nathuji Zade ---- (Science Faculty)
- **“Economic and Social serve”** organized by Dept. of Geography at Mohurli (Aagarrari) on 31 march 2014
- **Felicitation programme** was organized for the Ph.D. awarded professors in the college, on this occasion Prof. Dr. Sharyu Katkamwar, Prof. Dr. V. V. Lade,

Dr. S. B. Kapoor, Dr. Madhuri Paul, Dr. P.R. Moharkar and Dr. M. G. Thakare were felicitated by Hon. Dr. N. H. Khatri , President DYSPM, Chandrapur

- **Felicitations programme** was organized for the students who had passed various competition exams. 300 Students were felicitated on this occasion. The programme was presided by Dr. N. H. Khatri sir. Programme was inaugurated by **Adv. Ravindra Bhagwat** and **Mrs. Kalpana Thufe** Deputy Collector, Chandrapur was present as a chief guest.
- Two days workshop on **“Public Speaking”** was organized in A.C.S. College Tukum by **Manovedh Sanskrutik Pratishthan**. Mr. Ashutosh Salil, CEO, Z.P. Chandrapur was invited as chief guest. Mr. Vijay Badkhal, Mr. Avinash Dev, Mr. Pankaj Chimaralwar, Mr. Chaitanya Sathe (speaker), Prof. Ravi Ghodchor (speaker) and Surendra Lagu (speaker).
- **“Tree Plantation programme”** was conducted by NSS department. More than 100 trees were planted in and around the college area.
- Tribute was paid to **Dr. S. R. Rangnathan on his Death Anniversary**. Dr. M. M. Wankhede presided. Dr. Shriram Rokade, Librarian, Gondwana University, was invited as chief guest.
- **Birth Anniversary of Dr. Radhakrishnan** was celebrated as **self-Governance programme** on 05.09.2014.
- **“Cleanliness campaign** was conducted on the occasion of Birth Anniversary of Rashtrapitha **Mahatma Gandhi**.
- **NSS day** was celebrated on 24/09/2014. On this occasion Prof. Yelane, S. P. College, Chandrapur was invited as chief guest. Near about 150 students attended the programme.
- Special Lecture **“Industrial Development and Deforestation”** was given by Principal Dr. M. M. Wankhede.
- Tribute was paid to **Mahatma Jotiba Fule** on his death anniversary.
- **Sanvidhan Din** (Constitution Day) was celebrated on 26.11.2014.
- Tribute was paid to **Dr. Babasaheb Ambedkar** on his Death Anniversary.
- Felicitations programme was organized for Ku. **Shweta Ratnaparkhi** as she got **Gold Medal** in M.Sc. Environment Science and **Shweta Rachmalla** as she got second place in M.Sc. Computer Science in Gondwana University, Gadchiroli.
- **One Day workshop** was held on **“Competitive Examination”** by Career Guidance Cell. Principal Dr. M. M. Wankhede presided over and Dr. Devdatta Tare was invited as a chief guest and Mr. Vinod Waikar guided the students. Near about 200 students attended the workshop.



## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	<b>3300 m<sup>2</sup></b>	NIL	College Management	<b>3300 m<sup>2</sup></b>
Rental Building	<b>2772.888 m<sup>2</sup></b>	NIL	College Management	<b>2772.888 m<sup>2</sup></b>
Playground	<b>527.112 m<sup>2</sup></b>	NIL	College Management	<b>527.112 m<sup>2</sup></b>
Class rooms	<b>18</b>	NIL		<b>18</b>
Laboratories	<b>09</b>	NIL		<b>09</b>
Seminar Halls	<b>01</b>	NIL		<b>01</b>
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	<b>NIL</b>	NIL		<b>NIL</b>
Value of the equipment purchased during the year (Rs. in Lakhs)	<b>0.96975</b>			
Others				

#### 4.2 Computerization of administration and library

In office Administration is Computerized Muffler software and college management software installed, All the Admission processes done by this facility.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	<b>8646</b>	<b>1008585</b>	<b>319</b>	<b>59671</b>	<b>8949</b>	<b>1068256</b>
Reference Books						
e-Books						
Journals						
e-Journals						
Digital Database						
CD & Video						
Others (specify)	<b>12</b>	<b>16870</b>	<b>12</b>	<b>3616</b>	<b>12</b>	<b>20556</b>

#### 4.4 Technology up gradation (overall)

	Total Comp	Computer Labs	Internet	Browsin g Centres	Compute r Centres	Office	Depar t- ments	Other s
Existing	<b>27</b>	<b>22</b>	<b>Yes (2MBPS)</b>	<b>2</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>0</b>
Added	<b>1New PC&amp;upgra de 4 pc pentium IV to Core 2 Duo</b>	<b>1</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Total	<b>28</b>	<b>23</b>	<b>Yes</b>	<b>2(lab 1 &amp; lab 3)</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>0</b>

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

With the help of LCD Projector explain syllabus topics.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	<b>31290</b>
ii) Campus Infrastructure and facilities	<b>273497</b>
iii) Equipments	<b>96975</b>
iv) Others	<b>687760</b>
<b>Total :</b>	<b>1089522</b>

-  
-  
-  
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## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Various Committees and Cells are constituted to cater to student support and progression.
2. Prospectus and Student Handbook gives guidelines for various student support facilities, the Institution provides.
3. Students Counselling Programme is conducted at the beginning of the Academic year,
4. Class In-charges facilitate student support in curricular and co-curricular activities
5. Notices are sent to the classes and also displayed on the notice boards
6. SMS is sent to the wards parent in case of absenteeism or shortage of attendance
7. Website is updated regularly to give up-to-date information
8. Students Evaluation Grievance Cell (SEGC) meetings are conducted once in a month to have dialog with student representatives from every class with the IQAC.
9. Scholarships, Concessions for deserving students are given
10. Regular conduction of student centric activities are observed and recorded online with IQAC.

#### 5.2 Efforts made by the institution for tracking the progression

1. Departments maintain a register for recording the Progress of students
2. Alumni meet is conducted at-least once in an academic year thus paving way for the departments to track their progression.
3. The IQAC maintains correspondence with alumni to track their progression.
4. Students are asked to leave their permanent contact details for further correspondence when they leave the institution.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
829	319	-	-

(b) No. of students outside the state

-

(c) No. of international students

-

Men

No	%
444	38.68

Women

No	%
704	61.32

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
104	188	86	398	-	774	252	272	131	493	-	1148

**Demand ratio 2:1**

**Dropout Nil%**

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

- ❖ UG and PG Students are given orientation and counselling in the beginning of the **Academic year** and a **Plan of Action** is shared with regards to career guidance.
- ❖ On the date 05/02/2015 “ **Workshop**; organized by carrier guidance cell ACS college guided by **Mr. Vinod Waykar** from Datta Meghe institute of management study.

No. of students beneficiaries

69

#### 5.5 No. of students qualified in these examinations

NET

SET/SLET

GATE

CAT

IAS/IPS etc

State PSC

UPSC

Others

#### 5.6 Details of student counselling and career guidance

- **Workshop on Leadership Skills**
- In collaboration with the Student's Council, Academy of Skill Enhancement & Training; attended by 37 students.
- **Sessions on Career opportunities in Commerce & Computers:**
- Resource Persons: of cyber laws, Tally - Attended by 142 Third Year Students
- **Resume writing and Interview Skills:** Attended by 150 Students of B.Com, BSc, and M.Com-Session handled by Asso. Prof.G.R.Sapat, HoD-Dept of English of our college.

No. of students benefitted

142

### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
Nil	Nil	Nil	Nil

### 5.8 Details of gender sensitization programmes

1. **Women Empowerment Day** was celebrated on 14 August, 2014. The programme included motivational talks by Mrs. Dr. Gawture. Who inspired the girls to dream big and realise the true essence of womanhood.
2. On date 11/02/2015 Preventing Atrocity at Primary Level organized by Woman Redressal Cell guided by Ku. Varsha KHARSAN PSI
3. On date 26/03/2015 **Mahila Adyan va Sewakendar** organized World woman day guest Dr. T D Kose and Mohitkar madam, Programme President Dr. M M Wankhede.
4. **International Women's Day was** celebrated which was organized by The City Police at Police Kalyan Sabhagrih on 8th March 2015.

### 5.9 Students Activities

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

State/ University level

30

National level

04

International level

0

No. of students participated in cultural events

State/ University level

6

National level

-

International level

-

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

Sports: State/ University level

01

National level

International level

Cultural: State/ University level

National level

International level



### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	<b>679</b>	<b>4146798</b>
Financial support from other sources		
Number of students who received International/ National recognitions		

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

### 5.13 Major grievances of students (if any) redressed:

- ✓ **House Hold Survey**-17 Aug 2014-by final year students-32 students participated.
- ✓ **NSS Day Celebration**-24 Sep 2014-College seminar Hall-103 students participated.
- ✓ **AIDS Awareness Programme**- 01 Dec 2014- College seminar Hall-88 students .participated
- ✓ **Blood Donation camp**-3 Oct 2014- 50 students and staff members participated.

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## Criterion – VI

### **6. Governance, Leadership and Management**

#### 6.1 State the Vision and Mission of the institution

**Vision:**

Our motto is to serve the students in bringing out their potential in education and career with core values of the society.

To impart updated and socially relevant knowledge in various disciplines like Arts, Commerce, Science and Information Technology.

To strive for total development of the personality and character of students enlisting an active co-operation citizens in society.

To make the student aware of the national good and aspirations and to develop the capacity to assume responsibilities as future citizens.

We nurture the culture of research and development in students and faculty in the interest of nation.

**Mission:**

- Our mission is to update academic and research practices and promote quality in all spheres; educational technology to enrich the teaching and learning processes by regularly improving infrastructural resources and inculcate.
- Our approach is to boost up positive thinking; develop analytical skills, moral social and aesthetic values in students.
- To provide platform to the students by giving them an opportunity to face all the challenges of the competitive world with utmost utilization of their potential in sports, athletics and other events.
- To provide facility of hostel to orphan and homeless students from rural areas.
- To establish well equipped research centre for aspirants.
- To run the training center for B.Ed., B.P.Ed. and D.Ed.
- To establish Old folk's Home, and run classes for Adult education.
- To establish institution of Sports and Games for girls and boys from society to aim at over all personality development of the students fraternity through extra-curricular activities in association with various social and cultural organizations.
- To run center for technical training and handcrafts.
- To run training centers for typing, shorthand, small scale and cottage industries whereby the student should become self-employed.

## 6.2 Does the Institution has a management Information System

Accounting, Payroll, Fees management, students MIS recording, exam results, admission management, Campus Management Software (CMS) Implemented and improved in March 2015.

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

### 6.3.1 Curriculum Development

1. A Workshop on **'Smart IT Skills'** to enable faculty, in the effective use of ICT in teaching – learning was conducted on 23 June, 2014, by **Prof.G.R.Sapat**
2. Apart from regular activities such as Role plays, Case studies, Group Discussion, Quizzes, Case presentations, visiting faculty, learning through management games.
3. This year extra Classes were conducted on a weekly basis to develop the basic Concepts and skills in Mathematics, Statistics and Financial Accounting for the students with poor academic performance.
4. A workshop on **"Teaching Methodologies"** was conducted on 28 October, 2014 for the faculty of commerce on 'Usage of Management Games and Book Review Sessions' for teaching certain management concepts to make the class interactive and interesting by Chartered Accountant.
5. SBI sponsored workshop was conducted on **'Investment Planning for Executives'** on 11 December, 2014.
6. An **FDP** (faculty Development Programme) was conducted on 'Communication Skills & Professional Etiquette' on 19 January, 2015 which gave insights into physical, psychological and social dimensions of Language learning and usage.

### 6.3.2 Teaching and Learning

1. Faculty are motivated to conduct value added certificate courses with an MoU
2. Staff as BOS members contributes to up gradation, review and change of syllabus.
3. Encouraging staff to attend syllabus revision workshops, members of programmes contribute by attending regular meetings organized by BOS

### 6.3.3 Examination and Evaluation

- At the beginning of the academic year need based - assessment for replacement /up gradation/addition of the existing infrastructure viz Library, Labs, ICT and Physical infrastructure is carried out by LMC based on the suggestions from BOS members, Heads of the departments, lab technicians and system administrator after reviewing course requirements, computer- student ratio, budget constraints, working condition of the existing equipment and also students' grievances are resolved.
- The ICT facilities and other learning resources are available as required in the institution for academic and administrative purposes.
- Library Committee, Staff and Students request for Library resources are invited to upgrade the Library and its resources.

### 6.3.4 Research and Development

1. Staff for in-house paper presentations, creating conducive environment to register for PhD program.
2. Motivation to apply for minor/major research projects, attend and present papers at international/national conferences and, providing technology and training to take up research work by experts of our college.

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

- Semester system with Continuous Internal Assessment (CIA) is followed
- 20% marks (Internal Assessment) and 80% marks is evaluated by the external assessment
- The examination system and evaluation procedures are made known to the students by giving the question paper pattern, distribution of marks and scheme of valuation.
- Role plays, Oral quizzes, Assignments--Industry related, survey based, internal assessment schedule planned and displayed in advance to space out assignment submission dates.
- 2 different IFSA (Internal Formative and Summative Assessment) modes are used for mock verification of answer books; and every semester, three cycle tests are conducted as a part of internal assessment to evaluate the performance of students, two internal assessments and skill based test as one of the component of internal examinations which include classroom presentations, assignments, class tests, oral tests and class performance

#### 6.3.6 Human Resource Management

1. Planning is done on the basis of workload in the departments and Student ratio and a schedule is prepared to recruit the qualified and competent staff according to the requirement.
2. The existing vacancies are advertised by the college in leading regional and English newspapers inviting applications from eligible candidates (Eligibility as per the University norms). The notification is also put up on the college website.
3. All the applications are screened and the short listed eligible candidates are informed to attend interview along with the original certificates.
4. The short listed eligible candidates are interviewed by selection committee comprising subject experts nominated by Gondwana University, Principal, LMC president and Head of the Department.
5. 2 qualified faculty members were selected and appointed since there was increase in intake of students and who left the institute during the year.
6. **DAC** (Disciplinary Action Committee) monitor Student discipline, students behaviour (rules and Regulations, moral values and etiquette, reduce bunking by fixing fines for late comers), personal counselling and guidance, picnics, trekking, talks and seminars on various issues, training, planning the conduct of activities and programmes for student and staff.

#### 6.3.7 Faculty and Staff recruitment

1. The institution is subject to the recruitment policies and procedures of the Government through the Dept. of Higher Education.
2. LMC recruit Merit based, reservation quota followed for all reserved categories, converting a lecture basis post to contract basis by clubbing lectures from different self-financing courses, paying remuneration as per govt. stipulated wages for teachers who are in service for longer period of 3 years tenure, contracts are given to teachers who are in service for 5 years.

#### 6.3.8 Industry Interaction / Collaboration

1. The management encourages the departments to identify industry collaborators for curriculum design and development, certificate courses, Projects, internships, field trips, industrial visits, guest lectures, workshops, seminars, placements, career guidance etc.
2. Industry visits, Field trips, Internships, Industry Trainings (Accounting, Finance, Banking), Student exchange programme are organized.

### 6.3.9 Admission of Students

- **Admission Committee** of the college comprising the Principal, Vice-Principal, Heads of the Departments and senior faculty ensures transparent and effective admission process.
- As the first step the applicants are counseled by the Admission Committee to create an awareness among the students regarding Courses offered, career prospects, campus culture, rules and regulations and various other add –on courses designed for the holistic development of the students.
- UG Classes Admissions are made on the basis of pass Percentage , co-curricular activities and sports activities
- Preference is given to economically and socially weaker section of the district, specifically students coming from Govt. Schools of the district.
- P.G. Classes Admissions are made on the basis of merits and Category wise according to university norms.

### 6.4 Welfare schemes for

Teaching	* Loan facilities from bank through recommendation and forwarding of the institution. ACS employer Credit Cooperative Society * Medical reimbursement for those who apply for it.
Non-teaching	* Loan facilities from bank through recommendation and forwarding of the institution. ACS employer Credit Cooperative Society * Medical reimbursement for those who apply for it.
Students	Faculty's donation during students' fund-raise drive for their various activities.

### 6.5 Total corpus fund generated

☒
☐

### 6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	No	No	No
Administrative	Yes	J D Office	Yes	C A of College

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

For UG Programmes

Yes

☐

No

☒

For PG Programmes

Yes

☐

No

☒

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

NA

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

NA

6.11 Activities and support from the Alumni Association

The Alumni Association play a supportive role by their constructive questionnaire feedbacks and active participation in major events. In the past years they have made many material contributions.

6.12 Activities and support from the Parent – Teacher Association

The Parent-Teacher Association conducts meetings as and when the need arises. Constructive criticism in the form of annual questionnaire feedback helps the institution in various policies of the running of the college.

6.13 Development programmes for support staff

Government and private agency organized skill development and other such training programmes are availed of by the support staff of the college.

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

- NSS unit observed **World Environment Day**.-05.06.2015.
- Trees/ greenery/ flowers plantation at regular intervals through the initiative of NSS Students.
- Restriction on use of plastic and environmentally hazardous materials and waste products.
- Rain water harvesting reservoir with capacity of 50000 Ltr capacities is constructed.
- Plastic bin utilized for waste management.
- Eco Awareness poster campaign installed in strategic spots of the college
- Tobacco Free Zone posters displayed in all strategic spots of the college by the college authority.

## Criterion – VII

### 7. Innovations and Best Practices

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

1. 'Keep Left' campaign for students, staff and faculty to avoid congestions in corridors, passages and stairs of the college.
2. The policy of 'responsibility rather than control' adopted, hence decentralization of authority in areas of functioning of classes, leave of faculty to be monitored by HODs.
3. Paper presentations by Faculty & Students have increased.
4. Active involvement of Students through departments in various students centric Activities are encouraged.
5. Internal and External Academic Audit by IQAC conducted.

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

1. Review of Admission Process- Counselling students on various courses, Orientation about the college, rules & regulations given to the stakeholders before admission
2. Conducted Faculty Development Programmes towards continuous improvement in teaching and Learning- 3 FDPs were conducted.
3. To sustain and enhance quality of education through effective teaching – learning practices –Academic Calendar includes teaching-learning methodologies, practices are monitored by HoD's / IQAC/ Principal
4. Criterion 2.11 explains the outcomes.
5. To encourage and motivate students to participate in various competitions intra & Inter College/ University- Details of extra-curricular activities and Sports are given in Criterion 3.26.

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

*\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

1. NSS with officers-in-charge and volunteers observed **Swachh Bharat Abhiyan** organized a marathon race –
2. Students participated in the **Workshop on Sustainable Development and Waste Management** in Commemoration of Earth Day-22.04.2015
3. NSS unit observed **World Environment Day**.-15.06.2015
4. Environmental Studies is a compulsory subject for V and VI semester
5. Sensitize students on impact of human population on environment.
6. Restrict use of plastic and environmentally hazardous materials and waste products.
7. Plastic waste-bin structure utilized for waste management.



7.5 Whether environmental audit was conducted?

Yes

☒

No

☐

7.6 Any other relevant information the institution wishes to add. (For example SWOC Analysis)

**Strengths**

- \* Experienced and skilled teachers.
- \* Good rapport among teaching, non-teaching staff and students.
- \* Good co-ordination between different committees of the college.
- \* Supportive and co-operative students.
- \* Supportive alumni and parents.
- \* Homely and peaceful atmosphere.
- \* Good location.

**Weaknesses**

- Poor attendance of students in the first period due to acute shortage of common transportation for students and poor connectivity.
- Powerless to introduce new departments and new streams unless sanctioned by the Government.
- Inability to expand much needed infrastructure unless sanctioned by the Government.
- Inability to admit a greater number of meritorious students due to the admission policy of the college to cater to all applicants from interior rural Government schools pass outs of the district who come with very low grades.

**Opportunities**

- The institution has prospect of becoming a center of excellence if more classrooms are added so as to accommodate more meritorious students.
- The institute can serve society to a greater an extent, specifically the economically and socially less privileged strata of society if new departments and streams are launched as the education offered here is practically free education.

**Challenges**

- Pressure from public, NGOs etc, compels the college to take in excessive enrollment. This poses threat to imparting quality education as personalized attention cannot be meted out to students.
- Competition from other colleges in respect of results. Only economically poor passed-out students apply for admission. Such students stand little chance to achieve university ranking.
- Lack of compact campus area may inconvenience future infrastructural expansion.

**8. Plans of institution for next year**

- To attempt to install smart class room.
- To redesign and update college website.
- To approach the Government for construction of auditorium.
- To extend administrative building and library for reading room on completion of the boys' common room and additional toilets.
- To install a gym in indoor stadium in the next session.
- To install Wi-Fi.

Name \_\_\_\_\_

Name \_\_\_\_\_

\_\_\_\_\_  
*Signature of the Coordinator, IQAC*

\_\_\_\_\_  
*Signature of the Chairperson, IQAC*

\_\_\_\_\_ \*\*\* \_\_\_\_\_

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## ACS COLLEGE TUKUM, CHANDRAPUR.

### 1. Academic Activity Plan prepared at the outset of Session (16 June 2014 to 30 April 2015)

Sr.No.	Month	Total Working Days in the months	Ad+ Ex. act, availed In the Month	Hours Allotted in the Month for T+L Process	Actual classes to be taken	N+I	# Student Counseling	* Research Activity
01	16 June 2014	13	13 Ad	00	0	0	7Hrs/Day	0
02	July	26		26	26	03 Pt/LS	PP 45mts/day	45mts/day
03	August	25		25	25	03 Sp/LS	Sem 45mts/day	45mts/day
04	Sept.	26	02 Ex	24	24	03 Agn	RD 45mts/day	45mts/day
05	Oct.	12		12	12	01 Study Tour	GD 45mts/day	45mts/day
06	Diwali Vac.	20/10 to 19/11/14		4 week Vacation	Ded to Val.			
07	Nov.	09	02 Ex	07	07	02 Sp/LS	BC 45mts/day	45mts/day
08	Dec.	26	03 Ex	23	23	03 Sp/LS	Sem 45mts/day	45mts/day
09	Jan 2015	26		26	26	02 Ind.Vt.	RD 45mts/day	45mts/day
10	Feb.	23		23	23	02 Agn	GD 45mts/day	45mts/day
11	March.	23	10 Ex	13	13	01 GI/GD	BC 45mts/day	45mts/day
12	April.	25	15 Ex	10	05	10 LS	0	6 hrs/W
Total Working Days employed for teaching & co-curricular, extracurricular activities.-		234 Days	28 Days	189 Days	184 Days	21 days		



## ACS COLLEGE TUKUM, CHANDRAPUR.

#,± excluding 5Hrs/day as shown in the above Para no.1 (f) of this report.

**Presumed:-** (a) 8W for (Ad + Ex = Admission Exam. Activities) (b) 30W for (T+L=Teaching + Learning Process) (c) 4W (dedicated to valuation)

(d) 4W for (N+I=Non-instructional/sport, extension act.) (e) 3Hours per week for (R.A. and S.C) other than practical.

**Abbreviations:-** Pjt= Project Agn=Assignment Ind.Vt.=Industrial Visit. GL. = Guest Lecture GD=Group Discussion Sp=Sport LS=Library Service RD=Resolving Difficulty

PP=Promoting for participation in various activity BC=Bridge Course (for Compensation of lapsed days due to Absence in class or for lag behind students)