



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		ARTS, COMMERCE AND SCIENCE COLLEGE, TUKUM, CHANDRAPUR
Name of the head of the Institution		Suresh Bapuji Mohitkar
Designation		Principal
Does the Institution function from own campus		No
Phone no/Alternate Phone no.		07172265365
Mobile no.		8459560877
Registered Email		acs_college@rediffmail.com
Alternate Email		iqac15acs@gmail.com
Address		Tadoba Road, Tukum, Chandrapur
City/Town		Chandrapur
State/UT		Maharashtra
Pincode		442401

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Gajanan Sapat
Phone no/Alternate Phone no.	09850066690
Mobile no.	9404123104
Registered Email	acs_college@rediffmail.com
Alternate Email	iqac15acs@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://acscollegetukum.ac.in/pdf/9.IQAC/AQAR-2017-18.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://acscollegetukum.ac.in/pdf/9.IQAC/Academic-Calendar-18-19.pdf

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	C	61.50	2005	25-Feb-2005	25-Feb-2005

6. Date of Establishment of IQAC	01-Jan-2015
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
MRP	01-Jul-2018	978

	60	
CTA	05-Jul-2018 45	978
SDP	01-Jul-2018 90	978

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2019 0	0

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9. Whether composition of IQAC as per latest NAAC guidelines:

No

Upload latest notification of formation of IQAC

No Files Uploaded !!!

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Following SDP (Student Development Plan) Teaching Plan with various Activities. Conduction of MRP (Monthly Review and Planning). Preparation CTA (Common Technique of Assessment) Format. Felicitation Of highest Attendees in the class.

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

Plan of Action	Achivements/Outcomes
Guest Lectures	Three departments
Extension Activities	Sickel Cell Examination. Law Awareness Programme. Yoga Day and Meditation Programme
Other Activities	Blood Donation Camp. Cleanness Programme. Rehabilitation Programme. Swacha Bhart Abhiyan.Compost Production Project Exterpitation of Plastic Special Camp at Bhatadi Village, Gender Equality and AIDs Awareness Programme
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
LMC	27-Mar-2018

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2018
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Date of Submission	30-Aug-2018
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17. Does the Institution have Management Information System ?	Yes
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If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	Arts Commerce and Science courses have some kind of data which is being collected on several parameters such as teachers students enrollment, programmes, examination result, education finance, infrastructure etc. i) Online admission process for University. ii) Tally software for accounting. iii) Biometric system is used for maintaining records of staff attendance. iv) Close circuit Television (CCTV) system is attached to computer data savings. v) The college uses SMS, mail services for communication. vi) Leaving certificate, Bonafied certificate, Barcode.
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Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

All the learners are different and there is no optimal strategies just as there is no one optimal path or learning method in any subject or skill. the successful implementation of curriculum is twofold : If requires understand the power relationship the traditions the roles and responsibilities of individuals in the teaching system. Secondly, most faculty members are apprehensive, when it comes to changing and existing programs because it requires on to step outside their comfort zone and adapt to new version. The curriculum implementation process can be divided into four phases: planning, content and methods phase concentrate on intended outcome; implementation and education, this phase of process include the design of both formative and summative assessment. This an arduous process that requires time and patience and the combined efforts of many individuals. It provide us with practical strategies and understanding, thinking skills and personal capabilities assessment for learning. Institute recommends using the 4A's planning model as shown below
 Audit: - Revient provision in relation to what teacher currently do. Adapt: - Review teacher provision against the new requirement. Action: - Develop action plan in relation to faculty starting point.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
NIL	NIL	Nil	0	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NIL	Nill
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

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

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nill	0
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nill	NIL	0
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>The development of any organization heavily depends upon a well-functioning feedback system involving all major stakeholders. The college has been practicing feedback system accommodating all the stakeholders including, students, alumni and parents to help the individuals and organization as a whole to improve the performance and effectiveness of the Institution. Since the process of feedback is based online it reduces paper work and in one of the ways to deploy green practices. Online feedback mechanism maximizes the involvement of all stake holders as to give regular reminders if not participated. The institution collects the feedback on curriculum aspects and courses from different stakeholders such as the students, parents, alumni and Faculty. The college maintains an IQAC as a quality enhancement measure. In supervision of IQAC, various departments and committees like Career Guidance, Anti-Ragging and Anti Sexual Harassment Committee, Student Welfare Cell etc reinforce the curriculum by incorporating updated information and diurnal social issues. The college conducts annual Alumni Meet, in which suggestions and feedback are received from Alumni students. Feedback from companies visiting campus on recruitment drives too is recorded and Action taken report is generated for the same. Student Feedback on Institutional Performance is evaluated based on the following parameters. Overall impact of college on Student life College Office Support Security alert and approach Overall ambiance / cleanliness of the Campus Facility, Internet Facility (WiFi) Sports Facility Updates and Class scheduling Assessment, Evaluation and Feedback Co-Curricular and Extra Curricular Activities Parent Feedback on Institutional Performance is evaluated based on the following parameters. Overall ambiance / infrastructure of the College Administrative Office Support and response Field trips and other trips/ Exposure to extracurricular / inter collegiate Activities/ SMS updates/ Periodicity of PTM's/ Class tests and Examination conducted/ Overall / Class Discipline/ Timely updates</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	FY	640	240	228

BCom	FY	720	70	66
BSc	FY	360	140	130
MA	FY	800	92	78
MCom	FY	320	89	67
MSc	FY	132	130	115

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	782	462	32	18	50

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
32	18	0	1	1	4

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

The mentoring system of ACS College ensures that the students adapt to the dynamic learning environment and lead their ways into highly successful careers. The institute has an integrated mentoring system where the faculty acts as a link between the students and the institution and perform the following functions Mentors are assigned to monitor and guide students all through the two years. Mentors coordinate with the parents regarding the progress of the students. Mentors communicate with fellow faculty and promote mentees at the time of difficulty / opportunity to help them develop further in their areas of interest. The HODs (Head of the Department) of various Departments also act as a mentor and monitor different activities of the assigned mentors and the students. The HODs will Meet all mentors of his/her department at least once a month for the reviewing of proper implementation of the system. Suggest and advise mentors whenever necessary. Give a detailed report of the mentoring system to the Head of the Institute time to time. Benefits of a Mentoring System: Enhances the students' confidence and challenges them by setting higher goals, taking risks and ultimately guiding them to achieve higher levels. Individual recognition and encouragement. Psychosocial support at the time of need. Routine advice on balancing of academic and professional responsibilities. Mentors act as role models and facilitate leadership by developing the interpersonal skills and helping students thrive in competitive environments. Students get access to a support system (Mentors) during the crucial stages of their academic, professional and intellectual development. Students get an insider's perspective on navigating your career in the right channel. Students get an exposure to diverse academic and professional perspectives, and experiences in various fields. The mentees get a direct access to powerful resources within your major or profession. The mentors lay the foundation for the students to reach greater heights in their professional lives.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1244	50	1 : 25

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
35	32	3	0	18

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	NIL	Nil	Nil
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	NIL	2019	30/04/2019	22/07/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college ensures that there is a transparent method of assessment. This is maintained uniformly throughout the college across all the streams. There is a detailed Course Hand-out or a Semester planner that is prepared by the respective subject teacher for the papers that will be handled by her/ him. The method of assessment is clearly mentioned in the course hand-out. They are given a clear picture of the assignment and the number of tests or exams that will be held and considered for their assessment. The breakup of the calculations and the rubrics for assessing a particular assignment is also mentioned in the hand out. The students are informed in advance about these assignments, assessments, weightage of each of these. This helps them to prepare for the same. The departments have regular tests, Pre -Final exams and assignments to enhance the learning outcome. These are conducted as per a scheduled Time - Table which is declared in advance so that they can prepare well for the same. Assignments are mostly in the written form in the book prescribed by the University. The college also has the practice of assessing students by conducting quiz, in the form of Presentations like oral and Power Point. The college ensures transparency, frequency and variety in this way.

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

An Academic Calendar is prepared by the IQAC of the College at the beginning of each semester. The calendar includes both academic and co-curricular activities which are strictly adhered to as long as no external stimuli intervene. It is based on this Academic calendar that the course hand-outs are prepared by the teachers. This allows the teachers, students as well as the Institution to approach the academic and non-academic activities in a structured and disciplined manner. It ensures that the internal assessment process is not affected by the co-curricular activities in the college. The students are also

benefited by such a structured approach. They can pre-plan their activities and be ready for all activities without being rushed. This instils in them a sense of punctuality and responsibility. An Academic Calendar guarantees transparency in conducting the Continuous Internal Assessment. A definite time line is set within which the papers are corrected and the marks are recorded in the MS excel format. The students will have immediate access to the DISPLAYED marks on the notice board. The students are clear about the method followed in assessing them which reduces student concerns. If the students have any concerns they can approach the examination committee who will guide them down the right path to find a solution or clarification to their problems.

2.6 – Student Performance and Learning Outcomes

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

[http://acscollegetukum.ac.in/pdf/8.NAAC/UG%20%20PG%20Programme%20PO%20PSO%20and%20CO%20\(2\).pdf](http://acscollegetukum.ac.in/pdf/8.NAAC/UG%20%20PG%20Programme%20PO%20PSO%20and%20CO%20(2).pdf)

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
NIL	BA	NIL	69	49	71.01
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2.7 – Student Satisfaction Survey

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

<http://acscollegetukum.ac.in/studentfeedback.php>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	NIL	0	0
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3.2 – Innovation Ecosystem

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

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

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nill	NIL
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

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

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	CHEMISTRY	3	4.5
International	ZOOLOGY	11	5.2
International	HINDI	1	4.37
International	SOCIOLOGY	1	5.11
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
HINDI	1
ECONOMICS	3
COMPUTER SCIENCE	1
COMMERCE	2
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	0	NIL	2018	0	NIL	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	0	NIL	2018	0	0	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	10	14	8	20
Resource persons	0	0	0	4
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Republic Day ride and Celebrations	In house Department	4	120
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat	NSS	Swacch Bharat Abhiyan	2	100
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Faculty Exchange	3	in house department	2
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant

NIL	NIL	0	Nil	Nil	0
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nil	NIL	0
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
2097154	2170488

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
NIL	Nil	NIL	2018

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	9500	1167674	210	893559	9710	2061233
Reference	100	50649	Nil	Nil	100	50649

Books						
Journals	16	5050	16	7785	32	12835
Others(s pecify)	1	35400	Nil	Nil	1	35400
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nil
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	37	26	12	2	0	9	0	12	2
Added	3	1	5	0	0	2	3	0	0
Total	40	27	17	2	0	11	3	12	2

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

15 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nil

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
8	702427	6.5	669956

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

1. The entire attendance management software is maintained by CMS PVT LTD Nagpur. The software provides remote access support during their office working time 10 am to 6 pm. This system facilitates the maintenance of student attendance through book and faculty attendance through the Information System.
2. The staff can keep a record on the number of leaves availed and the days that they have punched in late. This ensures that the student/staff is aware of their attendance.
3. The annual maintenance contract for system by Remote access support is provided and their office working time 10 am to 6 pm.

3. Drinking water facility is maintained by PURIFLOW SOLUTIONS. This ensures that the water is potable and hygienic. 4. A doctor is available in the campus on Wednesdays, he is also available at her clinic in any case of emergency 8. The football team practices in the ground every day from 6 to 8 in the morning. 5. Cricket coaching and Tournaments are conducted by Gondwana University. Many of our college students have represented and are playing for different tournaments. Electrical work annual maintenance contract from 1st March 2019 to 28th February 2020. The contract is renewed periodically to ensure smooth functioning. 6. Annual Renewal of Maintenance.-CMC water tank and sump cleaning services - Service is carried out once in every three months. The College campus has modern infra and convenient amenities that make life easy and fun during college hours for both students and staff, alongside making learning more interesting. 7. Some of the facilities include well ventilated classrooms, recreational areas, hostel facility for boys and girls, indoor and outdoor games, well stocked library, seamless internet connectivity and medical facilities. 8. The staff rooms are well equipped with work stations for each faculty and comfortable work space with hard boards.

<http://acscollegेतुकुम.ac.in/facility.php>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	0	0
Financial Support from Other Sources			
a) National	NIL	0	0
b) International	NIL	0	0

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
SOFTSKILLS	13/08/2018	700	IN HOUSE
Backlog Classes	15/10/2018	747	IN HOUSE
Yoga and Meditation	08/08/2018	124	IN HOUSE
Bridge Course	10/07/2018	300	IN HOUSE
Mentoring Groups	03/09/2018	1100	IN HOUSE

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed

2018	GUIDANCE FOR COMPETITIVE EXAMS	30	25	0	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	0	0	NIL	0	0
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	18	BSC	Chemistry	Janata Mahavidyalaya, Chandrapur	M.Sc. (Chem.)
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nil	0
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Essay Writing	in house -College	16
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	NIL	National	Nil	Nil	Nil	NIL
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The College has a well-structured IQAC Team, Anti Sexual Harassment Cell, Equal Opportunity Cell, Gender Sensitivity Cell and Student Welfare Cell. Each of these committees has student representation to ensure transparency and reduce favouritism and partiality. The IQAC team assures that The College maintains the highest standards of quality education. To guarantee the quality education provided by The College is in tandem with the student requirements we have student representatives working closely with the senior members of the team. The College is determined to provide a safe and secure working environment for its employees as well as for the students. Students are actively involved to ensure a secure environment for both boys and girls. The Anti-Sexual Harassment Cell has adequate student representation to provide a safe space for students to report any problems and to assure impartial resolution to the problem. The student committee members are also responsible for covertly spreading among the student body the need of the hour to treat our girls and women with respect.

The college has noticed a remarkable positive response to such informal teaching mechanisms when it comes to socially sensitive issues. Equal Opportunity Cell ensures that equal opportunities are made available to all the students without discrimination. The college is sensitive to the needs of differently abled students. The student representatives informally spread awareness regarding the challenges faced by the differentially abled students thus ensuring that the student body is sensitive to their needs and requirements. Thus a safe inclusive environment that provides equal opportunities is guaranteed. The Constitution of India provides certain special Constitutional safeguards for the welfare of Scheduled Castes and Scheduled Tribes and other weaker sections of the population, so that they could take their rightful place in community. As citizens of the Republic of India, they are fully entitled to certain rights and privileges, which were denied to them in the past on the ground of Caste system and the practice of Untouchability.

Keeping in view, the Constitutional mandate, our College, provides a non-discriminative platform through Social Welfare Cell, which formulates various programmes and schemes for the upliftment of Scheduled Castes and Scheduled Tribes (hereafter mentioned as SC ST) especially for their socioeconomic and educational advancement. The Gender Sensitivity Cell started in the academic year of 2018-19. The aim of this cell is to bring in a healthy understanding of the two genders and improved cooperation between them within the college premises that they can carry forward into their life beyond the campus. The Student representatives are chosen from all the departments in college. A balance is maintained among student representatives by ensuring a male and female member is chosen from each department.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Decentralization:- Institute has a mechanism for delegating authority and providing operational autonomy to all the various functionaries to work towards decentralized governance system. 1. Principal Level:-The Management delegates all the academic and operational decisions based on policy to the Academic Monitoring Committee headed by the Principal in order to fulfill the vision and mission of the institute. Academic Monitoring Committee formulates common working procedures and entrusts the implementation with the faculty members. 2. Faculty Level:- Faculty members are given representation in various committees/cells and allowed to conduct various programs to showcase their abilities. They are encouraged to develop leadership skills by being in charge of various academic, co-curricular, and extracurricular activities. They are given authority to conduct industrial tours and to have tie up with industry experts and appointed as coordinator and convener for organizing seminars/workshops/conferences/FDPs. For effective implementation and improvement of the institute following committees are formed. Other units of the institute like sports, library etc. have operational autonomy under the guidance of the various committees/cells. 3. Committee/cell/Coordinator Roles and responsibilities:- Principal Implementation and monitoring of academic and administrative system to cater to vision and mission of the institute. 4. HOD's of Various Departments Participation: - Academic activities of respective programmes like Examination, Internal University examination, activities committee/College Examination, Research committee/Academic Research Coordinator Academic and research activities of the College,these people play the various role.NSS Coordinator NSS activities of the College ,Training placement and career counselling cell Training and Placement activities Entrepreneurship Development Cell, Student welfare committee Planning, execution and supervision of activities of student association Cultural and sports. Student grievances redressal committee and redressal of students problems. 5. Accountant Management of finance and account activities Library Committee Management of learning resources Antraggng committee Prevention and action against ragging cases. 6. Student Level:- Students are empowered to play an active role as a coordinator of co-curricular and extracurricular activities, social service group coordinator. 7. Participative management:- The institute promotes a culture of participative management by involving the staff and students in various activities. All decisions of the institution are governed by management of facts, information and objectives. Both students and faculties allowed to express themselves of any suggestions to improve the excellence in any aspect of the Institute. 8.Strategic Level • The principal, HODs and staff members are involved in defining the policies and procedures, framing guidelines and rules regulations pertaining to admission, placement, discipline, grievance, counselling, training development, and library services etc., and effectively implementing the same to ensure smooth and systematic functioning of the institute. • For the various programs to be conducted by the institute all the staff members will meet, discuss, share their opinion and plan for the event and form various committees involving students and coordinate with others. • Staff members are also involved in deciding academic activities and examinations to be conducted by the college. Functional Level • At functional level the faculty members participate in sharing the knowledge by discussing on the issues.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
<p>Research and Development</p>	<p>Research is an integral part of Institutional development, there are various opportunities provided to facilitate research acumen such as, 1. A Well-defined Research and Consultancy Policy in place. 2. Financial support is provided to Faculties and Students to participate in International Conferences, Seminars, Workshops, Symposiums, FDPs etc. 3. Attending workshops is encouraged, financial support and On Duty attendance is given for attendees. 4. An In house research platform to present papers is provided where all the faculties take turns to present their research work and constructive feedback provided by external chair person. 4 .Student seminar series is also held periodically.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>A well-stocked library in the campus catering to diverse need of students and faculty. International Journals, National Journals, Magazines and dailies. E-Resources like 1. SHODH SINDHU 2. SHODH GANGA. College spread across 0.75 acres with well-ventilated and spacious classrooms. Seminar hall, Auditorium, dedicated sports room, Laboratories, Staff rooms and administrative blocks, well maintained.</p>
<p>Industry Interaction / Collaboration</p>	<p>For internships, the college collaborates with external bodies. We also collaborate with eminent people and companies to come and deliver guest lectures on regular basis.</p>
<p>Admission of Students</p>	<p>The Application Form should be filled completely and handed over to the admission officer. Nominal interview session scheduled by the respective program counsellors for Selected candidates. The admission cell Selected candidates shall have be enrolled on payments of the fees as per the "Fee Structure" All the candidates will have to submit original certificates at the time of admission. The admission is subjected to Gondwana University Approval.</p>
<p>Teaching and Learning</p>	<p>The following are the strategies adopted for Teaching and Learning, 1. A well planned course handout for each</p>

	<p>subject prepared with objectives and learning outcomes. 2. Various innovative pedagogical tools which incorporates latest methods of Teaching and Learning. 3. Value added Programs to enhance and equip students to take on career challenges. 4. Remedial and Backlog classes to cater to the different needs of the students. 5. Projects, Internships, workshops for advanced learners.</p>
Examination and Evaluation	<p>Every department has the Examination Committee which looks after continuous evaluation through periodic weekly tests, assignments, skill development, quiz and pre final exams. Rubrics are designed to evaluate each of the various Internal Assessment parameters. The Examination Committee ensures that, GUG pattern is adhered to in setting the question paper and its evaluation. Continuous Internal Assessment is recorded on GU University Portal. Students are given constructive feedback on the test and examination scores are displayed on the department notice board.</p>

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

E-governance area	Details
Finance and Accounts	<p>With the aim to produce immediate information in finance and Accounts i.e. "Single Click Accounting" this section of College is partially e-governed. The college uses the CMS software, Tally for the transparent functioning of Accounts department. The same software is used to generate various reports like Consolidated Day Book, General Day Book, and Daily Cash Collection report.</p>
Student Admission and Support	<p>Student admission for the year 2018-2019 is partially implemented online. The CMS software is installed so as to fulfill the need of Student admission and Support. CMS Software is used for online admission process via link provided to college website. As the admission process is semi-online, admission forms are also provided. Students submit printouts and required documents at respected counters. The software is also used for student support like issuing Transfer Certificate, Bonafide certificates and Issue of I Cards, Library cards and Challan through the CMS software.</p>

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	NIL	NIL	NIL	0
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	NIL	NIL	Nil	Nil	Nil	Nil
No file uploaded.						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
NIL	0	Nil	Nil	0
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
0	0	0

6.4 – Financial Management and Resource Mobilization

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

Institution has a strong and robust internal audit and statutory audit carried out annually. Audit are managed by qualified and experienced CA firms two separate firms are involved for internal audit and statutory audit firm respectively. Internal auditor is concurrent activity across all the function of finance and reporting to management. Statutory auditor is conducted on fiscal year basis.

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

Name of the non government	Funds/ Grnats received in Rs.	Purpose
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funding agencies /individuals		
NIL	0	0
No file uploaded.		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Local Inspection Committee, Gondwana University	Yes	Principal, HOD and IQAC Coordinator
Administrative	Yes	Local Inspection Committee, Gondwana University	Yes	Principal, HOD and IQAC Coordinator

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

Parent and teacher association is established

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

Teachers are sent to attend various seminars, conference and FDP .
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

NIL

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Faculty Development Program on Research Made Easy with S P College	25/06/2018	25/06/2018	26/06/2018	49
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Guest Lecture on Gender Sensitivity Guest Lecture on Gender Sensitivity	29/03/2019	29/03/2019	100	100
Installation of Gender Sensitivity Cell	04/02/2019	04/02/2019	80	77
Pledge on Women Empowerment for all students	19/03/2019	21/03/2019	535	1344

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

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

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Ramp/Rails	Yes	2
Rest Rooms	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	06/09/2018	2	Save Environment	To save environment	26
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Student Handbook	10/07/2018	The student handbook includes College policies and procedures, General guidelines, syllabus, examination, list of holidays, list of clubs and committees, locations and purposes of

administrative offices, and other helpful details. All students and their parents/guardians should review the student handbook carefully as its contents are binding on all students of the College.

Faculty Handbook

10/07/2018

Faculty Handbook part of the essential employment understandings between members of the Faculty and the College. Other College policies and guidelines are available here.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Kargil Diwas	25/07/2018	25/07/2018	17
Phulwama Attack	20/02/2019	20/02/2019	136
Independence Day Celebrations	15/08/2018	15/08/2018	340
International Womens Day	08/03/2019	08/03/2019	254
Human Rights Day	10/12/2018	10/12/2018	120
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Using of cycle once by all faculty. Waste management by NMC.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Pedagogy based Learning and Evaluation Differentiated learning to ensure: No student is left behind Consistent Pedagogy update Well defined session plan, course outline and Pre class reading Know your student: Mentor Mentee Student led conferences Micromanagement and evaluation Individual attention and care Sensitive learning and teaching Certification courses and Value added courses and support Parent Teacher partnership 2. Create a Learner centric Environment.

2. Do It Yourself (DIY) activities: Advertisement creation and display by students Student presentations and publications: Regional/State/National level seminars Personal accident insurance for all students Merit scholarship Fee waiver and concession: sports achievers, orphans or single parent child, SC/ ST students, physically challenged students, students of Ex-Defence / Defence Personnel Troopers India.

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

<http://acscollegetukum.ac.in/pdf/8.NAAC/best%20practices%202020-2021.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and

thrust in not more than 500 words

Defining our Academic Success Excellence as an institution requires us to carefully assess our students' short-term objectives related to their long-term goals and to provide the right curricula, academic supports, and services to help them achieve these goals. At our College, this means supporting a diverse student population striving for a wide range of outcomes. Like many institutions, our College serves a mix of traditional and non-traditional learners from various academic backgrounds. Our College measures its Academic achievements by establishing goals and expectations tied to our students' aspirations. We compare our outcomes to state and national standards, but we are never satisfied by merely meeting the acceptable mark. Instead, we aim to have a positive impact in our community and the wider society by producing graduates who exceed average expectations, both in their academic achievements and in what they are able to accomplish after leaving Our College. A Holistic Approach at Our College, we focus on the entire student experience, assisting each individual on the journey from prospective student to graduate. We have developed a system to help students navigate their courses and make smart academic choices. We engage them at every point along the academic journey, equipping them with the information they need to make career decisions early so they are driven to succeed in their chosen fields. The college offers several outreach activities to new students, including our Bridge program and our new student orientation program. Our first year experience program offers organized events to engage new students as they transition to college. These offerings are part of a strategic approach to helping new students adjust to the post-secondary education experience by providing important information and managing expectations. To support current students, we have established a series of program progression benchmarks monitored through academic advising. Learning is dependent on the pedagogical approaches teachers use in the classroom. Pedagogy refers to the "interactions between teachers, students, and the learning environment and the learning tasks." Effective pedagogy has led to academic achievement, social and emotional development, acquisition of technical skills, and a general ability to contribute to society. Some of the pedagogy strategies include the following: 1) strong grasp of pedagogical approaches specific to the subject matter and age of the learners (also called pedagogical content knowledge) 2) appropriate use of whole class, small group, and pair work 3) meaningful incorporation of teaching and learning materials in addition to the textbook 4) frequent opportunities for students to answer and expand upon responses to questions 5) helpful use of local terms and languages 6) varied lesson activities and 7) a positive attitude towards students and belief in their capacity to learn. We supplement our academic programs with extracurricular activities. We strongly believe that every higher education institution should strive to produce graduates who have had opportunities for personal development and civic engagement, and who have grown from students into responsible and active citizens.

Provide the weblink of the institution

<http://acscollege.tukum.ac.in/pdf/8.NAAC/Institutional%20distinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

1. Evaluation of the students' performance can also be enhanced. 2. A plethora of value added courses with credits would not only introduce students to other disciplines but also improves their prospects while appearing for job opportunities. Courses not just pertaining to academics but also related to life skills will be offered. 3. Assisting the scholars by involving the students in the research process would not only ignite the young minds to be more focussed but also expose them to the process of conducting research as they gain a handsome experience. Apart from the conventional degree path of an UG followed by

PG, introduction of various post graduate courses are in the pipeline. 4. To publish at least one research Paper by a Faculty member in UGC Recognised Journal. 5. To make the automation of library. 6. To start skill based short term courses. 7. To strengthen academic flexibility by adding new PG courses. 8. Additional courses of PG will be started. 9. To organize medical camp for the poor people in adopted Village by NSS Special Camp. 10. To register Students Alumni by login on the website from the Next Academic year.