

1/11/2018

# Arts, Commerce and Science College Tukum, Chandrapur-442401

ANNUAL QUALITY ASSURANCE REPORT  
BY INTERNAL QUALITY ASSURANCE CELL

**AQAR-Year 2012-13 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. Gajanan. Ramchandra Sapat

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:

(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)

EC/35/139 dated 28/02/2005

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

27/03/2013

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)

- i. AQAR Submitted ----- (DD/MM/YYYY)
- ii. AQAR Submitted ----- (DD/MM/YYYY)
- iii. AQAR Submitted ----- (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 (PhysEdu)

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

NA

UGC-CPE

NA

DST Star Scheme

NA

UGC-CE

NA

UGC-Special Assistance Programme

NA

DST-FIST

NA

UGC-Innovative PG programmes

NA

Any other (*Specify*)

NA

UGC-COP Programmes

NA

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

2.1 No. of Teachers	<input type="text" value="04"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text" value="02"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="00"/>
2.6 No. of any other stakeholder and community representatives	<input type="text"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="00"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="09"/>
2.10 No. of IQAC meetings held	<input type="text" value="02"/>

2.11 No. of meetings with various stakeholders:      No.  Faculty   
Non-Teaching Staff  Students  Alumni  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.  International  National  State  Institution Level

(ii) Themes

## 2.14 Significant Activities and contributions made by IQAC

IQAC has instructed to follow the academic calendar 2012-13. Total actual working days were 205 days to dedicate for various activities as per the academic calendar. In the month of July 03 days for project/ Library services to be render to the stakeholders and offer the counselling for enhancement of skill of the student by taking audition must before one week.

In the month of August 03 day for sports / library services are meant for counting abilities of the students by inculcating holistic approaches by the faculty members of various departments. Library services provided for enhancement of research quality. Sport to imbibe the latent qualities heading to health concern by the selection by Sport department. 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 07 days of presentation. The seminar is meant for to expose the talent of student of their various spheres of knowledge.

In month of September 03 days for Assignment. It is meant for enhancement of congruity by delirium of advanced students. They study at home, collect some questions & everyone disseminate among all the students for answering in group or in person much before 30 days of teaching plan getting in the hand & ask to submit assignment to the department for evaluation. The RD is for resolving difficulties of the student who come across the technical word or vocabulary.

In the month October the students are asked to organize study tour keeping in the view department. Social attitude for study of sociata for the various strata of new dimension for the angles of language. In the month of November BC meant for bridges course. It is talented device in the hands of Faculty to compensate and pace making of the lag behind students by absence or due to slow learning. Industrial Visit (Ind.Vt) It is a mode of PBL (Project based learning) Every department endeavour to organise Industrial visit for students to go through pragmatics approaches alienated from the theoretical experiences.

**GD-** Group dissection is teaching method for student centric methodology. The students are asked to utter ABCDE and utter letter denominate the group & every group is given various topic of hard-core syllabus whereby they can get some points & ask to present before the class. Presentations of excellent groups are awarded by the department.

**GL-** To remove the hackneyed ambience of the student they are occasioned to listen from other person & also they can get varied knowledge and myriad experience.

**Debate and Elocution-** This are the latent qualities of the students which demand focus of faculty to derive if and expose to the culmination for the institutes mission and goal to contribute to participate in holistic approaches.

**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 assesse 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
Sports	<b>Ku.Ashwini Sontakke</b> participated in University and National level in Volleyball team
Merit	1) 01 Student 10 <sup>th</sup> merit in P.G. M.A.(pol.sci.) <b>Ku. Archana Meshram</b> 2) M.Sc. (E/S) I : Distinction Students Name:- <b>Ku. Sweta Rambhau Ratnaparkhi</b>
Extension	In <b>Avishkar 2013</b> B.Sc I students got Ist prize for model & selected for state level research festival 2013 at- <b>North Maharashtra University Jalgaon.</b>
Poster & Essay	Ist , IInd & IIIrd prize given by <b>Education department of Z.P. Chandrapur.</b>

\* *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  **IQAC& LMC**

Provide the details of the action taken

**The suggestions and recommendations of the Management, IQAC Members were followed for Preparation of the final Draft of the AQAR .**

## 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	10			
UG	18			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
<b>Total</b>	28			
Interdisciplinary				
Innovative				

- 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options  
(ii) Pattern of programmes: Credit base / Annual

Pattern	NO. Of Programmes
Semester	11
Trimester	
Annual	17

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.

- The University frames the syllabus and also makes the necessary revision and updation. The faculty members of each department along with the heads of department revise the syllabus in workshop on syllabus discussion. Few members of our faculty are on the board of studies in their respective faculties in the Rastrasant Tukdoji Maharaj Nagpur University , Nagpur and Gondwana University, Gadchiroli
- The HODs of various departments and senior faculty members who are in the taskforce constituted by R.T.M. Nagpur University, Nagpur and Gondwana University, Gadchoroli are involved in syllabus framing of different UG & PG courses.

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

NIL

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
29	21	08	NIL	NIL

2.2 No. of permanent faculty with Ph.D.

09

**1. Submission of Ph.D thesis by S.B.Kapoor and P.R. Moharkar to RTMNU, Nagpur**

**2. RTMNU , Nagpur Awarded Ph.D to M.G.Thakre during 2012-2013.**

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
21	05	08	----	----	----	----	----	29	05

2.4 No. of Guest and Visiting faculty and Temporary faculty

02

01

17

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	15	23	28
Presented papers	22	26	NIL
Resource Persons	01	NIL	03

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

- Aptitude Test conducted and Brain storming session conducted.
- KWL (What do you Know?, want to know, did learn?) Method was adopted.
- Soft Skill development & entrepreneurship development.
- Workshop on Subjects. Educational Quiz competition.
- Career Orientation. Social & Gender sensitization programme.
- Educational tours & Industrial visits and Environment awareness
- Celebration of specific & important days to create awareness like women's day, ozone day, Environmental day, Teachers day.
- Teaching spoken English through language by English department.

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

205 Days

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

**1. Evaluation of Assignments.**

**2. To Conduct Seminar, Class Test, Unit test, MCQ, Model exam ,etc.**

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

06

02

09

2.10 Average percentage of attendance of students

76%

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. I,II, III	295	----	21	32	01	18.30%
B.Com. I,II,III	141	----	10	27	01	26.95%
B.Sc. I,II,II	139	----	08	38	----	33.09%
M.A.(mar.)I,II	04	----	----	01	----	25.00%
M.A.(soc.)I,II	07	----	01	----	----	14.28%
M.A.(pol.)I,II	02	----	----	----	01	50.00%
M.A.(his.)I,II	02	----	01	----	----	50.00%
M.A.(eco.)I,II	03	----	----	----	01	33.33%
M.Com I,II	09	----	----	01	----	11.11%
M.C.M. I,II	07	----	----	01	----	14.28%
M.Sc.(maths)I,II	18	----	02	----	01	16.66%
M.Sc.(C/S)I,II	09	----	04	----	----	44.44%
M.Sc.(E/S)I,II	11	01	05	----	----	54.54%
B.Com.(C.A.)III	05	----	----	03	----	60.00%

**Ku. Sweta Rambhau Ratnaparkhi M.Sc. (E/S) I Achieved Distinction .**

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

- Evaluation is the process of collecting and using information for decision-making. A hallmark of College-wide Positive Behaviour Support (PBS) is a commitment to formal evaluation. The purpose of this PBS Evaluation Blueprint is to provide those involved faculty members in developing Evaluation Plans and Evaluation Reports with a framework for
  - (a) Addressing evaluation questions that may be most useful,
  - (b) Selecting evaluation measures and measurement schedules that practically meet the needs of local decision-makers, and
  - (c) Using evaluation information for active decision-making at the college, district, region, and state levels.
- We provide samples of brief formative and summative reports, outlines for end-of-session documents, and illustrations of content for small- and large-group presentations intended for sharing outcomes with decision-makers (IQAC).

## 2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	14
UGC – Faculty Improvement Programme	02
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.	01
Others (Short term)	01

## 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
<b>Administrative Staff</b>	11	NA	NA	02
<b>Technical Staff</b>	10	03	NA	02

## Criterion – III

### 3. Research, Consultancy and Extension

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

The institution has the responsibility to enable faculty to undertake research projects useful to the society. Serving the community through extension, which is a social responsibility and a core value to be demonstrated by institutions and that possible because the president of our institute was the DEAN of commerce in Nagpur University, who always encourage every faculty to undertake research work.

The process of promoting research culture among faculty and students is ensured by IQAC by facilitating participation in research and related activities, providing resources and other facilities such as FIP or curtailing workload by appointing contributory and allowing researcher to avail more leave of absence and the workload is transferred to assistant teachers.

The institution provides support in terms of possible financial aid, academic and human resources required and timely administrative decisions to enable faculty to submit project proposals and/approach funding agencies for mobilizing resources for Research.

Required infrastructure in terms of space and equipment and support facilities are available on the campus for undertaking research. The institution collaborates with other institutions/research bodies for sharing research facilities and undertaking collaborative research.

#### 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	04	05	00
Non-Peer Review Journals	01	05	00
e-Journals	00	00	00
Conference proceedings	13	11	00

#### 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 <i>(other than compulsory by the University)</i>	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

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	NIL	NIL	NIL	<b>01</b>	NIL
Sponsoring agencies				<b>College Management</b>	

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>03</b>	<b>01</b>	<b>02</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>

3.18 No. of faculty from the Institution who are Ph. D. Guides

and students registered under them

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

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  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"/>		
NCC	<input type="text"/>	NSS	<input type="text" value="08"/>	Any other	<input type="text"/>

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

- Organisation of **inter-collegiate chess tournament** of Gondwana University
- To organised **Teachers-Parents meeting**,
- To organised **Teachers day celebration**.
- **Dr. S.R. Ranganathans death anniversary** celebration by Library department delivered a talk by **-Dr.Rajan Jaiswal ,Nagbhir, Distict Chandrapur**
- **N.S.S. day celebration**.(10.10.2012)
- **Constitutional Day celebration**.
- **Savitribai Fuley Jayanti** programme. Guest:- **Dr.Abhilasha Gavture**, (API) Wakupanjar
- one week celebration of” **Jagar Janiv Abhiyan “(Stri- Purush Samanta)**
- **Personality development** workshop by **Hemant Deshmukh** .(Rajiv Gandhi Engg. College.)
- Poster Presentation on Gender Equality, Save Girl Child and Anti-Ragging.
- **NSS. Special Camp** of one week At village Vendali.

- **One Day Worksop** on newly introduced syllabus of semester system in Chemistry of Gondwan University Gadchiroli.(Guest:- **Vice-Chancellor Dr. V. S. Ainchwar**)
- Celebration of 150<sup>th</sup> **Swami Vivekanand Jayanti**.
- Celebration of **Netaji Subhashchandra Bose Jayanti**.
- **National Voters Day celebration**.
- Celebration of **Marathi Rajbhasha Diwas** in memories of 101<sup>th</sup> Jayanti of **Kavi Kushumagraj**.
- **Poster & Essay Competition** Prize distribution to college students by Education department of Z.P. Chandrapur.
- Organisation of **College Mahotsav** (Debat,Drama,Dish Decoration, Sports, Dance, Singing Competition.)
- **Workshop on Solar Cell Future Energy** for Environment by **Dr. Sanjay Dhage**.(University of California. U.S.A.)
- Inauguration of **Galelioscope** by the hands of scientist **Dr. Sanjay Dhage**, D.S.P.M. President Dr. N.H. Khatri and Dr. Rajesh Gauture.
- **Guest Lecture** on Archeology by **Prakash Salame**.

## 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 m2</b>	NIL	College Management	<b>3300 m2</b>
Rental Building	<b>2772.888 m2</b>	NIL	College Management	<b>2772.888 m2</b>
Playground	<b>527.112 m2</b>	NIL	College Management	<b>527.112 m2</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>0.05695</b>			
Others				

#### 4.2 Computerization of administration and library

College Management Software of Master Software Agencies to computerized office system. All the admissions processes done by this software.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	<b>8103</b>	<b>900045</b>	<b>148</b>	<b>34988</b>	<b>8251</b>	<b>935033</b>
Reference Books						
e-Books						
Journals						
e-Journals						
Digital Database						
CD & Video						
Others (specify)	<b>09</b>	<b>8368</b>	<b>07</b>	<b>4877</b>	<b>16</b>	<b>13245</b>

#### 4.4 Technology up gradation (overall)

	Total Computers	Comp. Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	25	20	YES	1	0	5	0	0
			1mbps					
Added	02 New PC & Upgrade 2PC PIV core to due	2	YES 1mbps	01(Lab1)	0	0	0	0
Total	27	22	YES 1mbps	2	0	5	0	0

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

1. Workshop on "Use of ICT Tools in Teaching and Learning" for Faculty
2. Short term course in E-Learning for Life Science Students.
3. Expert Lecture on Net Banking for Commerce Teachers and Students.
4. Expert Lecture on Networking Protocol for Students
5. Expert Lecture on Cyber Security for UG and PG Students
6. Online Admission Process Training Program for Teaching and Non- Teaching Staff
7. Participation of staff in training programs organized off campus.

#### 4.6 Amount spent on maintenance in lakhs: College management & student tuition fees.

i) ICT	NIL
ii) Campus Infrastructure and facilities	401279
iii) Equipments	5695
iv) Others	857183
<b>Total :</b>	<b>1264157</b>

## Criterion – V

### 5. Student Support and Progression

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

- 1) IQAC annually prepares calendar for curricular and Extra-curricular activities of the college.
- 2) Conduct of an orientation programme for admitted students for making aware about the college campus, teachers, laboratory, Library, Sports, NSS, Adult Education and Scholarship, Practical exam, incentive marks etc.
- 3) IQAC monitor activities of NSS unit, Adult Education unit, Grievance redressal cell, anti-ragging cell.

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

1. Student interaction involving in communication after the final year examination.
2. Formation of students progression tracking committee
3. Organisation of Alumni and Parent Meet.

5.3 (a) Total Number of 

UG	PG	Ph. D.	Others
712	92	----	----

 students

(b) No. of students outside the state 

NIL
-----

(c) No. of international students 

NIL
-----

	No	%		No	%
Men	284	35.32	Women	520	64.67

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
190	159	196	367	NIL	812	186	189	80	349	NIL	804

Demand ratio :- **4:1**

Dropout % :- **1%**

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

- 1) Central library provide competitive books and motivate the final year students to refer Competitive books for Exam.
- 2) Commerce Department provides the MCQ Pattern question bank.
- 3) College provide Competitive Coaching Class facility for Competitive exam MPSC, Banking, Staff selection etc **By Shri. Vilas More**

No. of students beneficiaries

12
----

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

Six programmes of student counselling and career guidance and two programmes of personality development are conducted.

No. of students benefitted

02

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

5.8 Details of gender sensitization programmes

- **Programme on Savitribai Fule Jayanti.**
- **Constitutional day celebration.**
- **Jagar Janiv Abhiyan. (One Week)**
- **Poster Presentation on Gender equality, Save Girl Child.**
- **AIDS awareness programme.**
- **Dowry Death, illiteracy, addiction, Andhshraddha Nirmulan.**

5.9 Students Activities

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

State/ University level  National level  International level

❖ Volleyball:- **Ku. Ashwini Sontakke** of B.A. selected for event by Gondwana University, Gadchiroli.

No. of students participated in cultural events

State/ University level  National level  International level

- ❖ Participation of students in College Mahotsav and Intercollegiate events (Sports, Drama, Debate, Rangoli, Dish Decoration, Essay, Song Competition etc.) :- **35 Students were participated**

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

Sports: State/ University level  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	NIL	NIL
Financial support from government	<b>538</b>	<b>2483002</b>
Financial support from other sources	NIL	NIL
Number of students who received International/ National recognitions	NIL	NIL

#### 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: **Following grievances were redressed**

- Internet Facility was provided.
- Teachers are informed to conduct their classes in the room specified in the time table only.
- Suggestion about dress code was not considered.
- Girls common room was kept cleaned.
- All personal problems were solved by grievance redressal committee.

## 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

Arts, Commerce and Science, Courses have some kind of Data which is being collected on several parameters such as teachers, student enrolment, programmes, examination results, education finance, infrastructure etc.

The college is going to establish web based MIS to use computer technology to provide information and decision support to Universities and, helping them becomes more effective.

- Tally Software for Accounting.
- Bio-Metric system is used for maintaining record of staff attendance.
- Close Circuit Television (CCTV) System is available

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

### 6.3.1 Curriculum Development

- Induction and Orientation of curriculum at opening of academic session.
- Some teaching faculties are members of BOS.
- HODs of various departments and BOS members in R.T.M. University Nagpur and Gondwana University Gadchiroli were involved in syllabus framing of UG & PG courses.

### 6.3.2 Teaching and Learning

The most important role of teachers is planning and controlling the educational process for students to be able to achieve a comprehensive learning. Class curriculum planning includes preparation, effective transition of content, and the use of learning and evaluation of learning. Our faculty members give emphasis on

1. Increasing the students' motivation.
2. Helping students feel confident in solving problems.
3. Teaching students to plan their learning activities.
4. Helping them to carry out self-assessment at the end of each lesson.
5. Encouraging the students to motivate them for future work.
6. Giving feedback to the students and inform them about their individual

### 6.3.3 Examination and Evaluation

We believe that Examination & Evaluation Policy is an integral part of learning process during the progression of a course. A variety of assessment methods are used in the examination and evaluation process for students enrolled for UG and PG courses

Semester system promotes continuous learning and inculcates regular studying habits among the students.

Participation in tutorials, assignments, debates, quizzes, presentations, case-studies, projects, practical test, viva-voice and many more modern tools are used.

The students are assessed on continuous basis by the subject teachers based on their attendance, participation in tutorials, assignments, presentations, viva-voice and other activities.

Surprise tests is actually measure the actual learning of the students. Teacher take regular surprise tests and the scores of these tests are incorporated in the final internal assessment.

- Regular class test, unit test.
- Assignment.
- Model examination.
- Environmental studies examination for II nd year students of all UG programmes.

### 6.3.4 Research and Development

Teachers and students are encouraged to undertake research projects that are relevant to local, state and national requirements.

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

Library is being regularly upgraded and updated. New books and journals are added every year

- Library Committee plans and executes library resources. New books are recommended for the session, Renewal of Journals-, Renewal of Magazines.
- Increase in ICT based software and hardware infrastructure.
- Building Committee plans and executes maintenance and development of infrastructure.
- Development of new Science Laboratories, DST-FIST sponsored Central Instrumentation and
- Computer Laboratories, Parking Zone common room for Girls, Water Filter Plant Unit, etc.

### 6.3.6 Human Resource Management

- Teaching and non-teaching staff are appointed by the institute as per the requirements of the institute.
- Various committees are formed for smooth functioning of college activities throughout the year.
- Faculty members have attended orientation, refresher and soft skill development courses.
- Workload Distribution: Each department of the institution conducted departmental meetings for the allotment and distribution of workload among its teachers as per the teacher's specialization and area of interest.

### 6.3.7 Faculty and Staff recruitment

The institute appoints teaching and non-teaching staff as per the state government and UGC norms.

As per the requirement of the college, non-grant faculty is appointed by the institutes through advertisement with prior permission from government.

### 6.3.8 Industry Interaction / Collaboration

NIL

### 6.3.9 Admission of Students

- Admission is done on the basis of merit and reservation policies of the government.
- Admission to PG Programme is through the single window system managed by the University which ensures high transparency and efficiency.

### 6.4 Welfare schemes for

Teaching	Teaching & Non teaching co. Operative Patsanstha
Non teaching	Teaching & Non teaching co. Operative Patsanstha
Students	GOI

### 6.5 Total corpus fund generated

NIL

### 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	YES	C.A. of college
Administrative	J.D. office	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 has established a strong linkage with the college and will makes generous contributions for the development of the college in the future.

6.12 Activities and support from the Parent – Teacher Association

Annual meetings were held and an interactive session of Principal & Teachers with parents at the beginning of each academic session was conducted.

PTA is involved in all the day to day activities of the college, looks after the needs of students, caters to developmental needs, suggest maintenance projects (building, computer etc.) , helps maintain the discipline of the college, and supports cultural activities.

6.13 Development programmes for support staff

The members of the support staff are encouraged to make use of the avenues provided by the government for their promotions, to avail themselves of the all welfare measures of government that ensures their welfare.

Online Admission Training Programme arranged for administrative staff

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

1. The Campus Beautification Committee plans and maintains the eco-friendly campus.
2. Solid Waste Management, Rain Water Harvesting, Vermi-composting Plant, Tree Plantation,
3. Ozone day celebration, Geography day celebration, Tree plantation at college campus & nearby area.
4. Maintain Record of Flora in college campus.

## 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.

- **Women's day, Anti ragging, Aids awareness, Book exhibition, Tree Plantation, Eco Club**, Participation of students in **Avishkar 2013**.
- In **Avishkar** students of B.Sc. Ist year got First prize at G.U.G. level & selected in state level research **festivel 2013** at North Maharashtra University Jalgaon.
- Programme on role of **Seva Sahakari Sanstha** for welfare of Farmers organized by **N.S.S. Camp** at Vendali Village.

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

- Purchased 7KVA Generator
- Purchased new books and journals worth Rs. 1,73,754/-
- 3 books have been published by faculty

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

1. ICT enabled teaching and learning started.

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

7.4 Contribution to environmental awareness / protection

1. Ozone day Celebration
2. Tree Plantation programme
3. Maintenance of Flora in college campus

7.5 Whether environmental audit was conducted? Yes  No

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

**The institution conducted an internal SWOS analysis based on Cloud Analysis and identified its strengths, weaknesses, opportunities and Challenges and is devising plans for future development accordingly.**

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

1. Contractual teaching faculty for the new PG Programmes
2. Air-conditioning, Principal's Office, Departments
3. Apply for new academic programmes
4. Apply for NAAC Reaccreditation.
5. To procure funds for all round development
6. Completion of Indoor Stadium/sports facilities
7. Construction of women's hostel
8. Equipping college for receiving assistance on account of Five Year Plan
9. Obtaining assistance from the state government for renovation and maintenance work on existing buildings and boundary wall.

Name \_\_\_\_\_

Name \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*Signature of the Coordinator, IQAC*

*Signature of the Chairperson, IQAC*

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



**ACS COLLEGE TUKUM, CHANDRAPUR.**

**I. Academic Activity Plan prepared at the outset of Session (11 June 2012 to 30 April 2013)**

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	11 June 2012	18	18Ad	00	0	0	7Hrs/Day	0
02	July	25		25	25	03 Pjt/LS	PP 45mnts/day	45mnts/day
03	August	22		22	22	03 Sp/LS	Sem 45mnts/day	45mnts/day
04	Sept.	24	02 Ex	24	24	03 Agn	RD 45mnts/day	45mnts/day
05	Oct.	22		22	22	01 Study Tour	GD 45mnts/day	45mnts/day
06	Diwali Vac.	27/10 to 26/11/12		4 week Vacation	Ded to Val.			
07	Nov.	03	02 Ex	03	03	02 Sp/LS	BC 45mnts/day	45mnts/day
08	Dec.	24	03 Ex	24	24	03 Sp/LS	Sem 45mnts/day	45mnts/day
09	Jan 2013	25		25	25	02 Jnd.Vt.	RD 45mnts/day	45mnts/day
10	Feb.	24		24	24	02 Agn	GD 45mnts/day	45mnts/day
11	March.	26	10 Ex	26	26	01 GL/GD	BC 45mnts/day	45mnts/day
12	April.	24	15 Ex	24	10	10 LS	0	6 hrs/W
<b>Total Working Days employed for teaching &amp; co-curricular, extracurricular activities.-</b>		<b>237 Days</b>	<b>50 Days</b>	<b>189 Days</b>	<b>205 Days</b>	<b>29 days</b>		



## 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 Agr=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)

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