# YEARLY STATUS REPORT - 2020-2021

| Part A | |
|---|---|
| **Data of the Institution** | |
| **1.Name of the Institution** | Arts, Commerce and Science College, Maregaon |
| • Name of the Head of the institution | Dr Avinash N Gharde |
| • Designation | Principal |
| • Does the institution function from its own campus? | Yes |
| • Phone no./Alternate phone no. | 07237237216 |
| • Mobile No: | 9552120217 |
| • Registered e-mail | acsmaregaon@gmail.com |
| • Alternate e-mail | acm424@sgbau.ac.in |
| • Address | Wani Yavatmal Road, SH-6, NH-930 |
| • City/Town | Maregaon |
| • State/UT | Maharashtra |
| • Pin Code | 445303 |
| **2.Institutional status** | |
| • Type of Institution | Co-education |
| • Location | Rural |
| • Financial Status | Grants-in aid |

| | |
|---|---|
| • Name of the Affiliating University | **Sant Gadge Baba Amravati University** |
| • Name of the IQAC Coordinator | **Dr N R Pawar** |
| • Phone No. | **07237237216** |
| • Alternate phone No. | **07237237216** |
| • Mobile | **9850365754** |
| • IQAC e-mail address | **pawarsir1@gmail.com** |
| • Alternate e-mail address | **acsiqac@gmail.com** |
| **3.Website address (Web link of the AQAR (Previous Academic Year)** | http://www.acscollegemaregaon.co.in/aqa_r.html |
| **4.Whether Academic Calendar prepared during the year?** | **Yes** |
| • if yes, whether it is uploaded in the Institutional website Web link: | http://www.acscollegemaregaon.co.in/aca_demic-calender.html |

**5.Accreditation Details**

| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
|---|---|---|---|---|---|
| **Cycle 1** | **B+** | **2.51** | **2016** | **16/12/2016** | **15/12/2021** |

| | |
|---|---|
| **6.Date of Establishment of IQAC** | **30/01/2015** |

**7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

| Institutional/Department /Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|---|---|---|---|---|
| **Nil** | **NA** | **NA** | **NA** | **0** |

| | |
|---|---|
| **8.Whether composition of IQAC as per latest NAAC guidelines** | **Yes** |
| • Upload latest notification of formation of IQAC | View File |
| **9.No. of IQAC meetings held during the year** | **2** |

| | |
|---|---|
| • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? | **Yes** |
| • If No, please upload the minutes of the meeting(s) and Action Taken Report | View File |

| | |
|---|---|
| **10.Whether IQAC received funding from any of the funding agency to support its activities during the year?** | **No** |
| • If yes, mention the amount | |

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

**• Organized e-Workshop on Intellectual Property Rights • Organized e-workshop on 'Recent Trends in Algebra Career perspectives' • Organized Soft Skill, Employment and Entrepreneurship Development program • Organized Carrier Counselling programs • Organized International conference on " Recent Advances in Material Science and Nanotechnology" during 7-9 February, 2021 • Conducted State Level MCQ test on 21 August, 2020 • Organized National Level "Dr. A. P. J. Abdul Kalam Virtual Lecture Series" during 27-29 October, 2021**

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

| Plan of Action | Achievements/Outcomes |
|---|---|
| To conduct State, National and International level seminar/ workshops/conferences | Conducted 08 Webinar and 04 workshops at State, National and International level |
| To conduct guest lectures | Various departments conducted 11 Guest lecturers |
| To organize workshop on research methodology | Conducted workshop on research methodology |
| To organize workshop on e-content development | Conducted workshop on e-content development |
| To conduct Alumni interactions | Conducted Alumni interactions |
| To organize student and faculty exchange program | Various departments conducted student and faculty exchange program |
| To celebrate Swachh Bharat Abhiyan | Organized Swachh Bharat Abhiyan on 06 December 2020 |
| To organize various competitive Examination for students | Conducted Competitive Examinations for students |
| To conduct tree plantation | Conducted tree plantations |
| To organized Quiz competitions & group discussions | Organized 04 Quiz competitions & group discussions |
| To conduct skill development & Spoken English Classes | Conducted skill development & English spoken classes |

| **13.Whether the AQAR was placed before statutory body?** | **Yes** |
|---|---|

- Name of the statutory body

| Name | Date of meeting(s) |
|---|---|
| College Development Committee (CDC) | 21/03/2022 |

**14.Whether institutional data submitted to AISHE**

| Year | Date of Submission |
|------|--------------------|
| **2020-21** | **16/01/2022** |

**15.Multidisciplinary / interdisciplinary**

|  |
|--|
|  |

**16.Academic bank of credits (ABC):**

|  |
|--|
|  |

**17.Skill development:**

|  |
|--|
|  |

**18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

|  |
|--|
|  |

**19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

|  |
|--|
|  |

**20.Distance education/online education:**

|  |
|--|
|  |

# Extended Profile

**1.Programme**

| 1.1<br><br>Number of courses offered by the institution across all programs during the year | **03** |
|---|---|

| File Description | Documents |
|-----------------|-----------|
| Data Template | [View File]() |

**2.Student**

| 2.1<br><br>Number of students during the year | **979** |
|---|---|

| File Description | Documents |
|-----------------|-----------|
| Data Template | [View File]() |

| 2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | 856 |
|---|---|

| File Description | Documents |
|---|---|
| Data Template | View File |

| 2.3 Number of outgoing/ final year students during the year | 218 |
|---|---|

| File Description | Documents |
|---|---|
| Data Template | View File |

## 3.Academic

| 3.1 Number of full time teachers during the year | 30 |
|---|---|

| File Description | Documents |
|---|---|
| Data Template | View File |

| 3.2 Number of Sanctioned posts during the year | 30 |
|---|---|

| File Description | Documents |
|---|---|
| Data Template | View File |

## 4.Institution

| 4.1 Total number of Classrooms and Seminar halls | 20 |
|---|---|

| 4.2 Total expenditure excluding salary during the year (INR in lakhs) | 13.4315 |
|---|---|

| 4.3 Total number of computers on campus for academic purposes | 25 |
|---|---|

# Part B

## CURRICULAR ASPECTS

## 1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The college offers 3 UG programmes affiliated to SGB Amravati University, Amravati. The vision and mission of the college is in tune with the education policies of the nation. Beginning of the academic session principal conducts meeting with all faculties and finalizes the academic programme accordingly college prepare the academic calendar by following the academic calendar of affiliating university. The faculty members of our college enrich the curriculum by communicating with members of the BOS that comprises experts from other universities and industrialist. The college adopted following initiatives for curriculum delivery.

• Every department has designed unique and effective teaching methods which are compiled in the form of a manual.

• The institution has provided ample opportunities to integrate technology for improvement in learning.

• The institution has a systematic evaluation method.

• Students are provided with opportunities to acquire additional skills through NSS, cultural center and various forums.

• The scheduling of activities is done systematically and it is reviewed regularly.

• Student representatives are involved in governance.

• Effective and timely feedback is a critical component in the institutional performance.

• Information pertaining to the curricular contents is studied by referring curriculum of reputed institutions/universities in India.

• Collecting feedback from employers and alumni, for designing of curriculum.

• All the information gathered are presented in the IQAC meetings for approval.

| File Description | Documents |
|---|---|
| Upload relevant supporting document | **No File Uploaded** |
| Link for Additional information | **Nil** |

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

**The college maintains a student-centric and learner-centric atmosphere to achieve the desired learning outcomes. The teachers employ interactive and participatory approach creating a feeling of responsibility in learning and make learning a process of construction of knowledge. The college plans and organize teaching, learning and evaluation schedules by strictly following the University Academic Calendar, by maintaining academic details of the academic events and co-curricular activities. Continuous assessment of the students is done through various activities such as group discussion, quizzes, seminars, poster presentations, etc. Performance in unit tests, assignments, attendance, classroom interaction and participation in co-curricular and extracurricular activities are also consider for internal assessments.**

| File Description | Documents |
|---|---|
| Upload relevant supporting documents | [View File](#) |
| Link for Additional information | http://acscollegemaregaon.co.in/wp-content/uploads/2021/02/ACS-College-Academic-Calender-2020-21.pdf |

| 1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs  Design and Development of Curriculum for Add on/ certificate/ Diploma Courses  Assessment /evaluation process of the affiliating University | **A. All of the above** |
|---|---|

| File Description | Documents |
|---|---|
| Details of participation of teachers in various bodies/activities provided as a response to the metric | **No File Uploaded** |
| Any additional information | **No File Uploaded** |

## 1.2 - Academic Flexibility

## 1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

## 1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

**0**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| Minutes of relevant Academic Council/ BOS meetings | **No File Uploaded** |
| Institutional data in prescribed format (Data Template) | **No File Uploaded** |

## 1.2.2 - Number of Add on /Certificate programs offered during the year

## 1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

**3**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| Brochure or any other document relating to Add on /Certificate programs | **No File Uploaded** |
| List of Add on /Certificate programs (Data Template ) | [View File](View_File) |

## 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

**122**

## 1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

**122**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | View File |

## 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

**College integrates crosscutting issues related to professional ethics, gender, human values, environment and sustainability into the curriculum.**

**Various cells and committees of the college was conducted number curriculum and extra-curriculam activities for girl's students.**

**The women cell and woman antiharassment committee organizes woman empowerment program, Laws for woman, women's day, etc.**

**Major gender issues are focused and addressed through the activities like Save girl child campaign, poster competition, etc.**

**The NSS unit of our college organizes various extension activities in college premises and in adopted villages during camp.**

**The vision of the college is to offer general education and cultural improvement to produce students who will be equipped to practice justice, honors and charity in their various vocations of life.**

**The goals and objectives are well articulated and they are duly disseminated to fresher through the college calendar, prospectus, website and induction meetings held at the beginning of each academic session.**

**The college encourages the students to take active part in the co-curricular and extra-curricular activities.**

**Any act against rules and discipline of the college will be considered as indiscipline and that student or a group of students are liable for the disciplinary action decided by the principal and the discipline committee of the college.**

`Student has to sign a guarantee bond with respect to the code of conduct and rules for discipline at the time of admission.`

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum | **No File Uploaded** |

## 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

0

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| Programme / Curriculum/ Syllabus of the courses | **No File Uploaded** |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | **No File Uploaded** |
| MoU's with relevant organizations for these courses, if any | **No File Uploaded** |
| Number of courses that include experiential learning through project work/field work/internship (Data Template) | **No File Uploaded** |

## 1.3.3 - Number of students undertaking project work/field work/ internships

20

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | [View File](#) |

| 1.4 - Feedback System | |
|---|---|
| **1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni** | **A. All of the above** |

| File Description | Documents |
|---|---|
| URL for stakeholder feedback report | **No File Uploaded** |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload) | **No File Uploaded** |
| Any additional information(Upload) | **No File Uploaded** |

| **1.4.2 - Feedback process of the Institution may be classified as follows** | **B. Feedback collected, analyzed and action has been taken** |
|---|---|

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](View File) |
| URL for feedback report | **Nil** |

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of sanctioned seats during the year**

**1200**

| File Description | Documents |
|---|---|
| Any additional information | [View File](View File) |
| Institutional data in prescribed format | [View File](View File) |

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**

## 2.1.2.1 - Number of actual students admitted from the reserved categories during the year

**947**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Number of seats filled against seats reserved (Data Template) | View File |

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

**Teachers are identified advanced learners through interactive classroom teaching and discussions. The advanced learners are also identified on the basis of performance in class tests, term tests, internal and university examinations. The institution adopts various strategies for facilitating advanced learners like seminars, group discussions, quiz competitions, etc. They are constantly encouraged and guided for preparation of various competitions. They also get opportunity to participate in several national events. Students are encouraged to communicate with their faculty at any time and discuss their problems. Various extension lectures are organized to overcome the learning needs of advanced learners. Teachers gives them Additional project work and necessary guidance. Also giving extra reading materials.**

**In order to improve the performance of the student's college organized remedial classes for the weaker students, special coaching classes for the average students and special guidance for the advance learners. College organized field studies, industrial visits, project, seminar, surveys, coaching classes for civil services, etc. Social awareness programmes are also organized by the departments and provides consultancy services.**

| File Description | Documents |
|---|---|
| Link for additional Information | **Nil** |
| Upload any additional information | View File |

## 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

| Number of Students | Number of Teachers |
|---|---|
| 979 | 32 |

| File Description | Documents |
|---|---|
| Any additional information | View File |

## 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The students are evaluated based on their performance in academics, skill learning and quantity of work. The faculty members understand the strengths of students from their overall performance. The teachers make the use of ICT for complex concepts and to create interest about the subject in the students. The teachers always try to improve the results and enhance the intellectual level of the students. The teacher and students are exposed to IT upgrade training programmes to keep them abreast of the latest developments.

The teachers make the use of innovative teaching methods, transparent assessment, supportive learning activities like group discussion, advanced coaching and remedial coaching help to achieve the intended learning outcomes.

The students are actively engaged in various types of coacademic and cultural events like quiz, paper-reading, debates, etc. that helps them in refining and redefining their personality. The college also provide the opportunities to the students like academic projects, seminars, power point presentations, creative assignments, story writing competition, slogan writing, essay writing competition, quiz, etc. The students are motivating for participating in academic activities at regional level, at departmental and interdepartmental level. Students are also participated in panel discussions, group discussions, study tours, industrial visits and field visits.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Link for additional information | Nil |

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

College conducting periodic class based on ICT enabled tools. Development of e-content for students is the regular practice of the teachers. The teachers also promote a computer-based learning, experiential learning. The students and faculty have access to current issues, latest events through journals, magazines, periodicals, reports, newspapers, and internet.

In addition to the lecture method teacher used teaching aids like:

- Power point presentations.
- Educational games in Chemistry and Physics.
- Seminars for students.
- Class room presentation and term tests.
- Group Discussions and Seminars for Students.
- Educational trips.
- Industrial visits.
- Extension lecture by experts.

The students have access to current issues, latest events through journals, magazines, periodicals, reports, newspapers, and internet. The students are encouraged and guided by the teachers for optimal use ICT tools.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | Nil |

## 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

### 2.3.3.1 - Number of mentors

32

| File Description | Documents |
|---|---|
| Upload, number of students enrolled and full time teachers on roll. | View File |
| Circulars pertaining to assigning mentors to mentees | **No File Uploaded** |
| mentor/mentee ratio | View File |

## 2.4 - Teacher Profile and Quality

## 2.4.1 - Number of full time teachers against sanctioned posts during the year

**32**

| File Description | Documents |
|---|---|
| Full time teachers and sanctioned posts for year (Data Template) | View File |
| Any additional information | View File |
| List of the faculty members authenticated by the Head of HEI | View File |

## 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

## 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

**20**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template) | View File |

## 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

## 2.4.3.1 - Total experience of full-time teachers

**32**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | <u>View File</u> |

## 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

**Internal assessment is based on the performance of the students in internal their test examinations, home assignment, project and seminar. The college examination committee plans and implements internal assessment process to evaluate the student's performance. The college conducts internal examinations for all UG students. The evaluation process is completely transparent. The examination committee of the college takes care of the evaluation process and monitor the same. The committee prepares the schedule of the internal examinations. The result of the internal examination is declared before commencement of university examination. The college adopts evaluation process based on overall student's performance. The students are also evaluated based on assignments, quiz, field trip reports, seminars, term papers and practical performance. Examination committee of the college resolved all the issues of the students related to the internal examinations.**

| File Description | Documents |
|---|---|
| Any additional information | <u>View File</u> |
| Link for additional information | **Nil** |

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

**Internal assessment is based on the performance of the students in internal their test examinations, home assignment, project and seminar. The college examination committee plans and implements internal assessment process to evaluate the student's performance. The college conducts internal examinations for all UG students. The evaluation process is completely transparent. The examination committee of the college takes care of the evaluation process and monitor the same. The committee prepares the schedule of the internal examinations. The result of the internal examination is**

**declared before commencement of university examination. The college adopts evaluation process based on overall student's performance. The students are also evaluated based on assignments, quiz, field trip reports, seminars, term papers and practical performance. Examination committee of the college resolved all the issues of the students related to the internal examinations.**

**If there is any, grievance relating to university examination, it is redressed by the examination committee and internal assessment committee of the college if it is possible at college level.The doubts of students about evaluation are cleared by the concerned teachers. So, there are no any grievances of students with reference to evaluation at the College level. During the period of internal examination, the students are deputed to attend NSS and Sports activities separate internal examination is conducted for such students.**

| File Description | Documents |
|---|---|
| Any additional information | [View File](#) |
| Link for additional information | **Nil** |

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

**The Principal, HODs and teachers are creating awareness in the students about learning outcomes during students Induction Programme. The course outcomes of each course are also communicated to the student class wise at beginning of each semester while giving introduction of the subject and the syllabus. All learning outcomes including Programme, Programme Specific and Course outcomes are kept available on the College website. Schedule of university and college examinations, curricular and co-curricular activities and official notices have been shared in the official class wise WhatsApp groups of the students. Students are also encouraged at the time of admission in the college about programme outcome and course outcomes.**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for Additional information | Nil |
| Upload COs for all courses (exemplars from Glossary) | No File Uploaded |

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The attainment of programme and course outcomes is regularly evaluated by the college through students' internal assessment and result of university examinations. Internal assessment committee analyse the results of college and university examinations and identify the poor subject area that require more attention. Learning outcomes of students are also regularly assessed through assignments, classroom room test, seminar, project work, quizzes, discussions and tests. The college conducted co-curricular and extra-curricular activities periodically which enable students to develop their overall personality. The students are encouraged to participate in various skill and employability competitions. The teachers make use of ICT to make the complex concepts simple and to create interest about the subject in the students. The teachers always try to improve the results and enhance the intellectual level of the students. The syllabus is completed in time. Besides the regular studies, the college organizes awareness programs, career guidance and counselling, annual gathering and sport activities, etc. These activities help to attain the graduate attributes among the students. These help the students to attain the set outcomes of the programme.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for Additional information | http://acscollegemaregaon.co.in/aqar-2020-2021/ |

**2.6.3 - Pass percentage of Students during the year**

**2.6.3.1 - Total number of final year students who passed the university examination during the year**

229

| File Description | Documents |
|---|---|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | View File |
| Upload any additional information | No File Uploaded |
| Paste link for the annual report | Nil |

## 2.7 - Student Satisfaction Survey

**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**

http://acscollegemaregaon.co.in/aqar-2020-2021/

## RESEARCH, INNOVATIONS AND EXTENSION

## 3.1 - Resource Mobilization for Research

**3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

**3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

Nil

| File Description | Documents |
|---|---|
| Any additional information | No File Uploaded |
| e-copies of the grant award letters for sponsored research projects /endowments | No File Uploaded |
| List of endowments / projects with details of grants(Data Template) | No File Uploaded |

**3.1.2 - Number  of departments having Research projects funded by government and non government agencies during the year**

**3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

0

11-11-2022 02:27:04

| File Description | Documents |
|---|---|
| List of research projects and funding details (Data Template) | **No File Uploaded** |
| Any additional information | **No File Uploaded** |
| Supporting document from Funding Agency | **No File Uploaded** |
| Paste link to funding agency website | **Nil** |

**3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**

**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

**10**

| File Description | Documents |
|---|---|
| Report of the event | View File |
| Any additional information | View File |
| List of workshops/seminars during last 5 years (Data Template) | View File |

**3.2 - Research Publications and Awards**

**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year**

**3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

**44**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| List of research papers by title, author, department, name and year of publication (Data Template) | View File |

**3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**

**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in**

**national/ international conference proceedings during the year**

**6**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| List books and chapters edited volumes/ books published (Data Template) | View File |

## 3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

**Faculty members of our college engaged students in the community development programs through number of activities.**

- **Organizes Blood Donation and health check-up Camps**
- **Awareness program on various health issues**
- **Awareness program on use of new technologies**
- **Awareness program on Gender issues**
- **Rallies and Programme for AIDS awareness**
- **Rallies were carried out to Say No to Polythene**
- **Rallies for celebrating pollution free, cracker-free Diwali and Social Festival**
- **Field work and social activities through NSS camp in the villages**

| File Description | Documents |
|---|---|
| Paste link for additional information | **Nil** |
| Upload any additional information | View File |

## 3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

## 3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

**3**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Number of awards for extension activities in last 5 year(Data Template) | View File |
| e-copy of the award letters | **No File Uploaded** |

**3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year**

**3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

**7**

| File Description | Documents |
|---|---|
| Reports of the event organized | **No File Uploaded** |
| Any additional information | **No File Uploaded** |
| Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template) | View File |

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**

**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

**856**

| File Description | Documents |
|---|---|
| Report of the event | **No File Uploaded** |
| Any additional information | **No File Uploaded** |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | View File |

**3.4 - Collaboration**

**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

**5**

| File Description | Documents |
|---|---|
| e-copies of linkage related Document | View File |
| Details of linkages with institutions/industries for internship (Data Template) | View File |
| Any additional information | No File Uploaded |

**3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year**

**3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year**

**5**

| File Description | Documents |
|---|---|
| e-Copies of the MoUs with institution./ industry/corporate houses | View File |
| Any additional information | No File Uploaded |
| Details of functional MoUs with institutions of national, international importance, other universities etc during the year | View File |

**INFRASTRUCTURE AND LEARNING RESOURCES**

**4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

**The college has adequate infrastructural facilities as a catalyst for ensuring academic excellence. It has long term planning for expansion of facilities to meet future development. The Management takes keen interest and efforts to create and enhance the physical facilities to provide quality education. In every academic year proposals are invited from the departments that are then placed before CDC. The committee gives approval after identifying the needs**

based on the priorities for the development of infrastructure. The budget requirements are analyzed and sanctioned by the Management. The feedback of the stakeholders, regarding their needs is also taken into consideration while deciding the policy. As per their suggestions and needs, the infrastructure is created and enhanced.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | Nil |

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

College has Health Club for physical fitness of students and staff members. The college has an eco-friendly spacious playgroundand excellentsports facilitiesThe Physical Director conducts regular practice of variety of games like, Badminton, Volley Ball, Weight Lifting, Kabaddi, Kho-Kho, Cricket, running etc for students.

| File Description | Documents |
|---|---|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | Nil |

**4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.**

27

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

27

| File Description | Documents |
|---|---|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | Nil |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | View File |

**4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)**

**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**

13.43150

| File Description | Documents |
|---|---|
| Upload any additional information | No File Uploaded |
| Upload audited utilization statements | No File Uploaded |
| Upload Details of budget allocation, excluding salary during the year (Data Template) | View File |

**4.2 - Library as a Learning Resource**

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The college library has Computers with internet connectivity for accessing e-journals. It subscribes journals and periodicals of national and international level. College library has Separate reading zones cater to the faculty and students. Faculty members provide the list of required books as per the syllabi and number of copies of the texts, reference books and journals needed for study and teaching. This is forwarded to the Head of the Department. The librarian refers to book catalogue and contacts the suppliers of book agencies. As per the budgetary provision, the books and other reading material are purchased. It is provided to the students and staff members to access the library collection.

The library has INFLIB-NET, it provides e-journals and e-books for students, researchers and faculty members. The library has LIBMAN

software, computer-based retrieval of information, bar coded issue
and return book reservation.

| File Description | Documents |
|---|---|
| Upload any additional information | No File Uploaded |
| Paste link for Additional Information | Nil |

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

A. Any 4 or more of the above

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template) | View File |

**4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)**

**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

1.4095

| File Description | Documents |
|---|---|
| Any additional information | No File Uploaded |
| Audited statements of accounts | No File Uploaded |
| Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template) | View File |

**4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)**

**4.2.4.1 - Number of teachers and students using library per day over last one year**

200

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| Details of library usage by teachers and students | **No File Uploaded** |

## 4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

**The college provides central computing facility for the staff and students at computer lab from 10:30 AM to 5:30 PM on all working days. The college provides computer and internet facility at library, computer lab and research Centre. Wi-Fi facility is available in the whole area of the campus. Students are allowed to use INFLIBNET, e-resource facility in the**

**library. The College intends to upgrade IT infrastructure and associated facilities by purchasing New Hardware as well as software for research lab, admistrative office, computer lab and library. The college intends to upgrade the PCs with latest configuration available in the market. ICT based equipment's and computers are purchased as per the requirements.**

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |
| Paste link for additional information | **Nil** |

## 4.3.2 - Number of Computers

**36**

| File Description | Documents |
|---|---|
| Upload any additional information | <u>View File</u> |
| Student – computer ratio | <u>View File</u> |

| 4.3.3 - Bandwidth of internet connection in the Institution | A. ? 50MBPS |
|---|---|

| File Description | Documents |
|---|---|
| Upload any additional Information | **No File Uploaded** |
| Details of available bandwidth of internet connection in the Institution | **No File Uploaded** |

## 4.4 - Maintenance of Campus Infrastructure

**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)**

**4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

**2.27899**

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |
| Audited statements of accounts. | **No File Uploaded** |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | [View File](#) |

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

**The college always plans to ensure that its infrastructural development keeps pace with its academic growth and that the available infrastructure is optimally used. In CDC, the Principal presents the proposal for classrooms and others facilities needed for each course and the proposals for augmentation of infrastructure. After getting the approval from the Management new additions are made. To meet the needs of academic growth, the institution has developed infrastructure newly like constructed classrooms, laborartories, reading room, and ICT computer laboratory, etc. The timetable of theory and practical is drawn in such a way that the classrooms and laboratories are made available to all the classes for effective teaching learning process. The cocurricular and extra-curricular activities are also conducted as per the schedule given by respective committee. The students fully take the advantage of library. Even on holidays, the college and campus do not remain vacant. The stakeholders avail the physical**

infrastructure on holidays for the preparation of extracurricular and sports activities. We partake in social activities by extending our seminar hall for conducting different kinds of social programmes.

| File Description | Documents |
|---|---|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | Nil |

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

### 5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

578

| File Description | Documents |
|---|---|
| Upload self attested letter with the list of students sanctioned scholarship | <u>View File</u> |
| Upload any additional information | No File Uploaded |
| Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template) | <u>View File</u> |

### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

### 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

578

11-11-2022 02:27:04

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | <u>View File</u> |

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

**A. All of the above**

| File Description | Documents |
|---|---|
| Link to institutional website | **Nil** |
| Any additional information | <u>View File</u> |
| Details of capability building and skills enhancement initiatives (Data Template) | <u>View File</u> |

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

**326**

**5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

**326**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template) | <u>View File</u> |

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student**

**A. All of the above**

**grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

| File Description | Documents |
|---|---|
| Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee | **No File Uploaded** |
| Upload any additional information | **No File Uploaded** |
| Details of student grievances including sexual harassment and ragging cases | **No File Uploaded** |

## 5.2 - Student Progression

## 5.2.1 - Number of placement of outgoing students during the year

## 5.2.1.1 - Number of outgoing students placed during the year

**55**

| File Description | Documents |
|---|---|
| Self-attested list of students placed | View File |
| Upload any additional information | View File |

## 5.2.2 - Number of students progressing to higher education during the year

## 5.2.2.1 - Number of outgoing student progression to higher education

**35**

| File Description | Documents |
|---|---|
| Upload supporting data for student/alumni | **No File Uploaded** |
| Any additional information | [View File](#) |
| Details of student progression to higher education | [View File](#) |

**5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**

**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

**2**

| File Description | Documents |
|---|---|
| Upload supporting data for the same | [View File](#) |
| Any additional information | **No File Uploaded** |

**5.3 - Student Participation and Activities**

**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year**

**5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

**0**

| File Description | Documents |
|---|---|
| e-copies of award letters and certificates | **No File Uploaded** |
| Any additional information | **No File Uploaded** |
| Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template) | [View File](#) |

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

The diverse programmes in academics and co-academics as well as in sports, cultural and scientific activities are well synchronized and reinforced with an effective support system to produce enlightened and self-reliant students as visualized in the vision and mission of the college. The students are selected on the various academic and administrative committees and cells like cultural committee, discipline committee, NSS, anti-raging committee, subject association, student council, etc. The member of the student council arranges cultural programmes, sports activities and competitions throughout every academic session for participation of students.

Extracurricular activities, sports and games are well encouraged by the college and arrange tours of the students for their personality development. College organized a programme "Meet the Principal" where in the students had opportunity to interact freely with the principal for solving the problems in quality education system in terms of suggestions and discussion.

| File Description | Documents |
|---|---|
| Paste link for additional information | Nil |
| Upload any additional information | [View File](View File) |

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

11

| File Description | Documents |
|---|---|
| Report of the event | **No File Uploaded** |
| Upload any additional information | **No File Uploaded** |
| Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template) | [View File](#) |

## 5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

**The college has a galaxy of alumni who have done the institution proud over the last two decade and they continue to have an indelible impact in the contemporary scenario. The college has a registered Alumni Association which has a dynamic relationship with the alumni. Their feedbacks are highly appreciated.**

**The college alumni committee meets once a year. The committee is always in touch with the members of the alumni. The achievements of alumni members are highly appreciated and felicitated in the meet. The members can fill membership forms as well as inform about their achievements. The network of alumni is also utilized for employment of graduates in various sectors. The retired faculty is also invited in the meetings.**

| File Description | Documents |
|---|---|
| Paste link for additional information | **Nil** |
| Upload any additional information | [View File](#) |

| 5.4.2 - Alumni contribution during the year (INR in Lakhs) | **E. <1Lakhs** |
|---|---|

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

## 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The management of institution is liberal and democratic in practice. The faculty members and non-teaching staffs are the members of number of committees and cells like Grievance and anti-ragging committee, career development cell, placement cell, discipline committee, examination committee, admission committee, sports committee, etc. All committees are constituted with a mix of senior and junior members and middle level faculty members are coordinators of these committees and cells. Total functional freedom is given to the coordinators of all committees and cells, to bring out the leadership qualities among the teachers. Students are grooming their leadership through student council, NSS, sports, various associations and number of activities. Students prove their leadership qualities by organizing various academic activities and events. The head of the departments and faculty members discuss the problems related to college development, Curriculum design and implementation, UGC-innovative programmes, administration, infrastructural needs and student disciplines and convey to the principal. Staff meetings are held regularly in the chairmanship of the president of the institute for the overall development of the college in all respect.

| File Description | Documents |
|---|---|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The major decisions related to the vision and mission being finalized in the meet of governing body. Minor decisions are finalized CDC. A time slot is made available for the students to meet the principal. The students freely approach the principal and for the matters related to their academic life. The reviews of staff members, student representatives, parents, and stakeholders are taken for consideration and turn the college for the fulfilment of

the stated mission. The college makes a healthy relationship with its stakeholder. The annual meet of alumni gives an opportunity for the old students to feel as part of the college. They also contribute to the overall development of the college through life membership of the alumni. The Heads of Departments, teaching and non-teaching staff, students and all the stakeholders have a significant role in the overall development of the college. Leadership of Principal is ensured at every level to promote the culture of excellence. The principal, governing body, CDC and IQAC are involved in defining policies, rules and regulations in admission process, examination, discipline, grievance redressal, support services, finance, infrastructure etc. The composition of different committees is changed timely to ensure to get a uniform exposure to every teacher for their academic and professional development. Non-teaching staff are also members of CDC and IQAC.

| File Description | Documents |
|---|---|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution has a formally stated quality policy. It is developed according to stated vision, mission and objectives of the institution. It is implemented to meet the regional and national problems or issues. CDC and other committees develop the policies as per requirements. All academic matters are monitored by different committees and associations. The Stated policies are reviewed periodically by the governing body. Also, the college has well-defined perspective plans for development. The plan consists of different aspects for the proper functioning of the college such as teaching, learning, research, industry interaction, academic development of the students and infrastructure development. To implement these plans in a meaningful manner, adequate measures are taken by the college. The college involves the students in different social activities to impart the social values among them. The College management extend their supports towards the infrastructural development and financial supports for laboratory equipment's as and when required.

| File Description | Documents |
|---|---|
| Strategic Plan and deployment documents on the website | No File Uploaded |
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The governing body of the college is the policy making body. The principal is the official link between governing body and the college. The feedback obtained from the students, alumni, industries, faculty and visiting experts imparts major inputs for the perspective planning. These inputs are carefully analysed by the principal and different committees. This plan is developed for academic and infrastructural development of the college. The proposed plan discussed at the respective committees, fine-tuned and then implemented. The principal and the heads of departments monitor the efficient implementation of these policies. Appropriate financial allocations on priority basis are made for various schemes. The College development committee monitor the operation of all aspects of the institution including its finance, human resource, research and infrastructure. Principal take care for standardization of teaching methods, student progress, evaluation techniques and various facilities in the college campus. The Internal Quality Assurance Cell (IQAC) monitoring the quality parameters in the college. Appointment of teaching and non-teaching staffs and service rules are as per the norms and rules and regulations of Government of Maharashtra and SGB Amravati University.

| File Description | Documents |
|---|---|
| Paste link for additional information | Nil |
| Link to Organogram of the Institution webpage | Nil |
| Upload any additional information | No File Uploaded |

| 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and | A. All of the above |
|---|---|

**Accounts Student Admission and Support Examination**

| File Description | Documents |
|---|---|
| ERP (Enterprise Resource Planning)Document | **No File Uploaded** |
| Screen shots of user interfaces | **No File Uploaded** |
| Any additional information | **No File Uploaded** |
| Details of implementation of e-governance in areas of operation, Administration etc (Data Template) | **No File Uploaded** |

## 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

**The College organized ICT training program for teaching and non-teaching staff to enhance their Professional capabilities. The faculty members are motivated to organize and participate in the Conferences, Seminars and Workshops. They also motivated to apply for major and minor research projects to develop research activities in the college. The College provides duty leave and medical leave to the employees and organized health awareness programmes regularly for them. The college also organized workshops on newly framed syllabus of the affiliating university and also organized skill development Programme for the staff members. The college offers fee concession to the ward of the employee of the college.**

| File Description | Documents |
|---|---|
| Paste link for additional information | **Nil** |
| Upload any additional information | **No File Uploaded** |

**6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year**

**6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

**4**

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |
| Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template) | View File |

**6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**

**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

**03**

| File Description | Documents |
|---|---|
| Reports of the Human Resource Development Centres (UGCASC or other relevant centres). | **No File Uploaded** |
| Reports of Academic Staff College or similar centers | **No File Uploaded** |
| Upload any additional information | **No File Uploaded** |
| Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template) | View File |

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**

**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

**18**

| File Description | Documents |
|---|---|
| IQAC report summary | View File |
| Reports of the Human Resource Development Centres (UGCASC or other relevant centers) | **No File Uploaded** |
| Upload any additional information | View File |
| Details of teachers attending professional development programmes during the year (Data Template) | View File |

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

**The performance appraisals of teaching staff are collected at the end of every academic year and evaluated by the principal. Performance of nonteaching is evaluated by the heads of the departments and the principal. The principal conveys both satisfactory and non-satisfactory reports to the governing body. Governing body suggests for the improvement in the performance of the employee of the college and appropriate action is taken by reviewing the performance appraisal reports of the employees. The principal communicates to the concerned employee whose performance is below than average.**

| File Description | Documents |
|---|---|
| Paste link for additional information | **Nil** |
| Upload any additional information | **No File Uploaded** |

## 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

**The college has transparent system of accounting. At the beginning of financial year detailed budget is prepared and approved by the CDC. The utilization of the budget is monitored regularly by the secretary followed by president of management. All the quotations or purchasing are forwarded through governing body after their approval budget is utilized. Every transaction is supported by vouchers and all the collections are deposited in the banks. Total Fee collection**

from the students as per parent University norms. The college has both internal and external audit mechanism. The internal audit is carried out by Chartered Accountant appointed by the governing body and is approved in the CDC. External audit is carried out by Senior Auditor appointed by the GOM.

| File Description | Documents |
|---|---|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

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

## 6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

| File Description | Documents |
|---|---|
| Annual statements of accounts | No File Uploaded |
| Any additional information | No File Uploaded |
| Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template) | No File Uploaded |

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Arts, Commerce and Science College is private aided college, the main sources of funds are student tuitionsfees and Grant in aid from State Government. For requirements in research, teaching learning resources and infrastructural augmentation, the college also mobilizes its resources through college management, Alumni Association, Funds received from State government are spent on payment of salary of teaching and non-teaching staff of the college. The college utilizes its funds in a transparent manner. The college promotes research and development involving the faculty at various levels. Grants can be sanctioned to faculty to present research papers at National or International Conferences, workshops and for membership fees of National and International Research Associations. The maximum funds utilize for innovative teaching-learning and evaluation. Appointment of qualified university approved adhoc

teachers for self-financing courses. The available physical infrastructure is generally utilized for regular classes, remedial classes, cocurricular activities and extra-curricular activities, Alumni meet, etc.

| File Description | Documents |
|---|---|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC of the college prepared Annual Quality Assurance Report (AQAR), API of the teachers based on PBAS for Career Advancement Scheme (CAS) and collect Stakeholder's feedback. The IQAC has institutionalized online examination, evaluation, ICT teaching-learning module and feedback systems for all the stakeholders. The collected feedback analyzed and taken required actions for improvement in teaching learning and evaluation process. The IQAC organized Curricular Co-Curricular activities on regular basis for holistic development of the students.

The performance of teaching staff and nonteaching staff are collected at the end of every academic year and evaluated by the by IQAC. The IQAC conveys both satisfactory and non-satisfactory reports to the principal and CDC. During staff meeting Management suggests for the improvement in the performance of the staff members.

| File Description | Documents |
|---|---|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC of the college continuously reviews and takes initiatives for advancement in the quality of the teaching-learning process. The

Academic Calendar is prepared at the beginning of every session, circulated and displayed it on the notice board. IQAC organizes regular activities as per Academic Calender and motivates the students for their participation. The orientation program is organized for newly students, in which students are made aware about rules and regulations, code of conducts, details about the uniqueness of the college, evaluation process, curriculum and extra curriculum activities. IQAC collected feedback from stakeholders analyzed regularly and shared with the Principal, CDC, HODs and faculty members.

The major initiatives taken in the last year are :

1. Automation of new Admission process

2. Online Examination Processes

3. Online teaching on Learning Management Systems like Google Meet, Zoom, Big Blue Button, Moodle, etc.

4. Organizes ICT training program for students

5. Faculty members have developed e-content for students.

6. Tree plantation in the campus

7. Application for new research centers

| File Description | Documents |
|---|---|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

| **6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)** | B. Any 3 of the above |
|---|---|

| File Description | Documents |
|---|---|
| Paste web link of Annual reports of Institution | **Nil** |
| Upload e-copies of the accreditations and certifications | **No File Uploaded** |
| Upload any additional information | **No File Uploaded** |
| Upload details of Quality assurance initiatives of the institution (Data Template) | [View File](#) |

# INSTITUTIONAL VALUES AND BEST PRACTICES

## 7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

**College is conscious about the safety of the females in the campus, CCTV cameras are installed at prominent locations. College is also sensitive about need of the females, college has common girls room, separate washrooms, separate parking facility, and other required services. College organizes various activities to bring about a gender sensitivity among the students. The college also organizes various outreach activities to enable the students to respond to the larger issues of society.**

**Celebrated International Women's day on 08 March, 2021**

**Organizes Legal Awareness camp on 30 March, 2021**

**Organizes Webinar on Prevention of Sexual Harassment on 1 April, 2021**

| File Description | Documents |
|---|---|
| Annual gender sensitization action plan | **Nil** |
| Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | **Nil** |

| 7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy  Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment | D. Any 1 of the above |
|---|---|

| File Description | Documents |
|---|---|
| Geo tagged Photographs | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management  Waste recycling system Hazardous chemicals and radioactive waste management

The College has active Solid waste management, Liquid waste management, E-waste management, Waste recycling system

Hazardous chemicals and radioactive waste management

Following activities are run in the college which supports to the various waste managements systems

Leaf litter from the college is used for vermicompostingcarried out by the Department of Zoology

Use of paper cups in the college canteen

Campus is made polythene bag free

Acids, alkali's and other chemical are drained with plenty of water so that they get diluted and can'tcause harm in the laboratories

The stoppers of the bottles in the chemistry lab are regularly checked

Exhaust fans are provided in laboratory to expel gaseous waste

Reuse of most of the electronic equipment's and other materials wherever possible. After their lifetime, Computers and their accessories sold as scrap to local vendors

e-waste is dumped in the college campus in proper ways

| File Description | Documents |
|---|---|
| Relevant documents like agreements/MoUs with Government and other approved agencies | **No File Uploaded** |
| Geo tagged photographs of the facilities | **Nil** |
| Any other relevant information | View File |

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus** | **A. Any 4 or all of the above**

| File Description | Documents |
|---|---|
| Geo tagged photographs / videos of the facilities | **No File Uploaded** |
| Any other relevant information | View File |

**7.1.5 - Green campus initiatives include**

| **7.1.5.1 - The institutional initiatives for greening the campus are as follows:**<br><br>1. **Restricted entry of automobiles**<br>2. **Use of Bicycles/ Battery powered vehicles**<br>3. **Pedestrian Friendly  pathways**<br>4. **Ban on use of Plastic**<br>5. **landscaping with trees and plants** | **A. Any 4 or All of the above** |
|---|---|

| File Description | Documents |
|---|---|
| Geo tagged photos / videos of the facilities | **No File Uploaded** |
| Any other relevant documents | **No File Uploaded** |

**7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution**

| **7.1.6.1 - The institutional environment and energy initiatives are confirmed  through the** | **A. Any 4 or all of the above** |
|---|---|

**following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

| File Description | Documents |
|---|---|
| Reports on environment and energy audits submitted by the auditing agency | **No File Uploaded** |
| Certification by the auditing agency | **No File Uploaded** |
| Certificates of the awards received | **No File Uploaded** |
| Any other relevant information | **No File Uploaded** |

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment       5. Provision for enquiry and  information : Human assistance, reader, scribe, soft copies of reading material, screen                   reading** | **A. Any 4 or all of the above**

| File Description | Documents |
|---|---|
| Geo tagged photographs / videos of the facilities | **No File Uploaded** |
| Policy documents and information brochures on the support to be provided | **No File Uploaded** |
| Details of the Software procured for providing the assistance | **No File Uploaded** |
| Any other relevant information | **No File Uploaded** |

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

**The college maintains a student-centric and learner-centric**

atmosphere to achieve the desired learning outcomes. The teachers employ interactive and participatory approach creating a feeling of responsibility in learning and make learning a process of construction of knowledge. Interactive instructional techniques like focused group discussions, projects, brain storming sessions, Power Point Presentations and application of ICT resources enrich the teaching learning experience and engage students in higher order thinking and investigation. Creating e-modules, question banks, regular evaluation and assessment of questions and generation of material and content for the exams are some of the best practices of the college.

The college has good infrastructure facility to the students and all the departments of science have well-equipped laboratories.In addition to this, the college takes special efforts among the learners by providing the opportunities like academic projects, seminars, power point presentations, creative assignments viz. story writing competition, slogan writing, essay writing competition, quiz, participating in academic activities at Regional level, organising academic activities at departmental and inerdepartmental level, panel discussions and group discussions, Study tours, industrial visits and field visits. College organizes Republic Day, Independence Day, Constitution Day, Human Rights Day and others National and International days regularly.

| File Description | Documents |
|---|---|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | **No File Uploaded** |
| Any other relevant information | **No File Uploaded** |

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The college is highly conscious of its responsibility to the student community, the society, the nation and the environment. In order to fulfil social responsibility of the institution and to foster that spirit in students, a variety of community development programs are conducted.

Conducted program on Ozone Day, Earth Day, Water Day, International Women's Day,National Mathematics Day,International Pi Day,Wildlife

Week,Environment Day, etc.

Rainwater Harvesting System and restricting use of plastics, campus are some of the initiatives that motivate the students to protect the environment.

The young women educated in this campus go out with a purpose to contribute to the society by doing justice to their profession, building ideal families and moldingsa new generation with values.

Felicitation of meritorious student and awardee.

Felicitation of the faculty members for the achievement

Celebration of Teachers Day, National Youth Day, Science Day, NSS Day, Mother Day, Women Day, Environmental Day, etc.

College students, teacher and non-teaching staff uniform.

Celebration of National Days like Republic Day, Independence Day Constitution day, Voter's day, etc.

Organizes Blood Donation camp, Road Safety Rally and Street Play, Gender Sensitization Program, Human Rights and Equal Opportunity and Plastic Free Campus

| File Description | Documents |
|---|---|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | [View File](#) |
| Any other relevant information | No File Uploaded |

| | |
|---|---|
| **7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff    4. Annual awareness programmes on Code of Conduct are organized** | A. All of the above |

| File Description | Documents |
|---|---|
| Code of ethics policy document | **No File Uploaded** |
| Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims | **No File Uploaded** |
| Any other relevant information | **No File Uploaded** |

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

**The college organizes important days regularly to aware the students on environmental and social issues.**

**During session 2020-2021, the college celebrated the following**

**National and international days and events**

**Independence Day**

**Republic Day**

**Birth Anniversary of Mahatma Gandhi**

**Wildlife Week-2020**

**Constitution Day**

**Birth Anniversary of Savitribai Phule**

**Birth Anniversary of Netaji Subhash Chandra Bose**

**National Voter's Day**

**World Water Day**

**International Yoga Day**

**World Environment Day**

**International Youth Day**

**International Women's Day**

**World Science Day**

**National Science Day**

**World Cancer Day**

**International Human Rights Day**

**National Mathematics Day**

**International Pi day**

| File Description | Documents |
|---|---|
| Annual report of the celebrations and commemorative events for the last (During the year) | **No File Uploaded** |
| Geo tagged photographs of some of the events | **No File Uploaded** |
| Any other relevant information | **No File Uploaded** |

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

**BEST PRACTICE-1:STUDENT SUPPORT**

**Aim: Student support programs are designed to support the transition and engagement of students and their families to the academic, cultural, and social environment of the institution and to initiate the process of higher learning.**

**Objective:To conduct student orientation programs**

**? To provide support in the form of mentor-shipand counselling so that the students can adjust to the new environment**

**? To conduct industry relevant workshops and guest lectures**

**? To conduct Bridge Course and Remedial Classes**

**BEST PRACTICE-II: DIGITALIZATION**

Digitalization is an integral part of the present-day education system as it helps to keep pace with the competitive world. The young learners' attraction towards gadgets like android phone, laptop, and iPad is utilized by the college to impart knowledge. Technology has made the administrative activities in the campus simple and fast.

Objectives:

To develop learner-centricenvironment

To make every student a digital literate to support Digital India

Campaign launched by the Government of India, to enhance the usage of ICT in teaching, learning and evaluation process

To teach responsible and appropriate usage of technology, including online communication etiquette, and digital rights and responsibilities

| File Description | Documents |
|---|---|
| Best practices in the Institutional web site | View File |
| Any other relevant information | View File |

## 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

A preliminary survey made in the library has indicated that the reading habits of the students is

coming down and realize that education is becoming more text-book based and examination

oriented. Therefore the college has taken initiative to increase the rich learning resource and

reading materials in the library and various activities are initiated to attract students towards

library through "ACS DNYNGANGA" started on 01 July, 2018.

In the beginning of academic session class-wise library orientation programme is organized and

**the chief librarian gives information related to the library services, facilities, timings, discipline,**

**rules and regulations under ACS DNYANGANGA. Thus the college has developed reading**

**habit of the students and encouraged them to prepare their own notes and study materials for**

**competitive examinations.**

| File Description | Documents |
|---|---|
| Appropriate web in the Institutional website | View File |
| Any other relevant information | View File |

## 7.3.2 - Plan of action for the next academic year

**To start new PG courses and research centers**

**Planned to conduct Field visits/Study tour**

**To conduct guest lectures**

**To conduct research methodology and e-content development workshops**

**To promote research culture among faculty members**

**To motivate faculty members for publications in International and National UGC care listed journals**

**To organize International/National level conferences/seminars/workshops**

**To developed International & National linkages**

**To motivate faculty members for to apply for Research projects**

**To enhance e-learning resources**

**To encourage faculty members to prepare e-contents and ICT modules**

**To Celebrate National and International days**

**To organize special classes of competitive Examination for students**

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