

**Arts, Commerce & Science College, Arvi**  
**Dist. Wardha.**

AQAR Report for the Session 2015-16

Part – A

**1. Details of the Institution**

1.1 Name of the Institution

Arts, Commerce & Science College,  
Arvi.

1.2 Address Line 1

Talegaon Road, Arvi.

Address Line 2

Arvi

City/Town

Arvi, Dist. Wardha.

State

Maharashtra

Pin Code

442201

Institution e-mail address

principal\_acscriv@rediffmail.com

Contact Nos.

07157-222070

Name of the Head of the Institution:

Dr. H. R. Verulkar

Tel. No. with STD Code:

07157-222308

Mobile:

09423420625

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID : **12456**

1.4 Website address:

Web-link of the AQAR:

### 1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	70.95(old)	2006	5Yrs
2	2 <sup>nd</sup> Cycle	B	2.29	2011	5Yrs
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

1.7 AQAR for the year

1.8 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 2011-12-Submitted on 30-09-2012
- ii. AQAR 2012-13 –Submitted on 11-12-2013
- iii. AQAR 2013-14- Submitted on 22-12-2014
- iv. AQAR 2014-15- Submitted on 30-04-2016

1.9 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

1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys.Edu.)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

Rashtrasant Tukdoji Maharaj  
Nagpur University, Nagpur.

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

Autonomy by State/Central Govt. / University

No

University with Potential for Excellence

No

UGC-CPE

No

DST Star Scheme

No

UGC-CE

No

UGC-Special Assistance Programme

No

DST-FIST

No

UGC-Innovative PG programmes

No

Any other (*Specify*)

No

UGC-COP Programmes

No

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

2.1 No. of Teachers

04

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

01

2.4 No. of Management representatives

01

2.5 No. of Alumni

01

2.6 No. of any other stakeholder and  
community representatives

01

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders:

No.	<input type="text" value="04"/>	Faculty	<input type="text" value="02"/>
Non-Teaching Staff	<input type="text" value="01"/>	Alumni	<input type="text" value="01"/>
Students		Others	<input type="text" value="00"/>

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 encourages the academic environment for advancement of quality of teaching-learning and research in institution.
- To achieve academic excellence Academic calendar is prepared.
- IQAC also monitored the activities of self- prepared Academic Calendar.
- IQAC encouraged and motivated research publication **35** papers were published in Conferences, National and International Journals.
- IQAC takes the account of Bridge Course which offers to newly enrolled students.
- Through Cluster Diary IQAC monitors the overall development of students.
- IQAC organized Student Feedback on Teachers and feedback from various stakeholders.
- IQAC works for quality related activities including adoption of the students and coaching for Entry in Services.
- For better career opportunities IQAC conducted consultancy and training programs.
- IQAC motivates students for self-employment through workshop under Entrepreneurship and Skill Development Cell.
- It also promotes to cultivate ingredients of social service among the students with the help of various socially marginalized activities.
- It also initiate environment consciousness among the students with the help of various Environment based programs.
- IQAC also guided about the need of infrastructure and development to LMC of the institution.
- IQAC guided the institutional head about the academic needs related with the surrounding community.

## 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	Achievement
To organize Conference & seminar sponsored by UGC	unable to organize conference in English due to insufficient fund sanction by UGC.
Earn and Learn Scheme	Two registered students were given part time job.
To create keen interest in the field of Research	35 Research Papers were published during the academic year.
To organize college level Guest Lecture, workshops & Seminars	<p><b>Arts Faculty-</b></p> <ul style="list-style-type: none"> <li>• Workshop on Fundamentals of English grammar.</li> <li>• Class room seminar on Foreign Capital by Economics dept.</li> <li>• Workshop on Personality Development</li> <li>• One Day Workshop of Entrepreneurship &amp; Skill Development.</li> <li>• Guest lecture on 'Kali Umaltana' for teenager Girls by Home Eco. Dept.</li> <li>•</li> </ul> <p><b>Science Faculty-</b></p> <ul style="list-style-type: none"> <li>• Study Seminar by Zoology Dept.</li> <li>• Class room seminar by Maths dept.</li> <li>• Workshop on Astronomy by Physics Dept.</li> <li>• Apart from that 5 guest lectures were organized by Maths, Home-Eco, Political Science, Marathi &amp; English department.</li> </ul>
Placement	Carrier Counselling Cell made Two MOU with local Industries.

<p>Motivating Sports and Games Activities</p>	<p>Two college students are selected in University Volley Ball Team (Men). One student is selected in Kabaddi tournament.</p> <p>Physical Education Dept organized one day workshop on Yoga.</p>
<p>Others</p>	<p>Death and Birth Anniversaries of national heroes, Quiz, Essay competition, Blood Donation camp, Tree Plantation, Book Exhibition, Library orientation Programme, various rallies .</p> <p>Ten days special camp by NSS on dignity of labour, Chart and Poster competition by Zoology and Botany (inter-disciplinary)</p> <p>Molecular Model exhibition by Chemistry Dept.</p> <p>Handy Craft Exhibition by Home-Eco Dept.</p> <p>Education tour by Entrepreneurship and Skill Development Cell</p> <p>One day educational tour at Ramtek and Ramdham.</p>

**Please see Annexure-1**

2.15 Whether the AQAR was placed in statutory body  Yes

Management  Syndicate  Any other body

Provide the details of the action take

The management after few suggestions approved the AQAR -2014-15

## 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	07	-	07	04
UG	04	-	01	01
PG Diploma	01	-	01	01
Advanced Diploma	-	-	-	-
Diploma	01	-	01	01
Certificate	-	-	-	-
Others	-	-	-	-
<b>Total</b>	13	-	10	07
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

#### 1.2 (i) Flexibility of the Curriculum: Elective option

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

Pattern	Number of programmes
Semester	BSc,MA,M.Sc.M.Com, MCM
Trimester	----
Annual	B.A.,B.Com

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

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

Please see Annexure-11

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

Nagpur University introduced semester pattern since 2013- 2014 for B.Sc., M.A., M.Com, M.Sc. & M.C.M. courses. The syllabi have been modified accordingly. The practical programs are modified to improve the scientific skills and research attitude of students. Moreover internal assessment is also introduced in semester pattern.



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

NIL
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## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
28	18	09	01	-

2.2 No. of permanent faculty with Ph.D.

17
----

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
00	00	00	00	00	00	00	00	00	00

2.4 No. of Guest and Visiting faculty and Temporary faculty

-	31	22
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	04	18	02
Presented papers	04	15	-
Resource Persons	01	-	-

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

- |  |
|--|
| <ol style="list-style-type: none"> <li>1. Departmental Libraries are established in several departments.</li> <li>2. Bridge Course is applied for first year students in all faculties.</li> <li>3. Smart class room is established and used by all teachers.</li> <li>4. Teacher teaches 20% syllabus through ITC.</li> <li>5. C.Ds. PPT, Video Lectures, Audio Lectures and E-Books are used as resource for ITC teaching-learning.</li> </ol> |
|--|

2.7 Total No. of actual teaching days during this academic year 217

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

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

2.10 Average percentage of attendance of student 80%

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	395	-	31.57	10.50	26.31	31.57
B.A. II	218	-	50	10.7	32.14	7.14
B.A. III	124	-	32.25	32.25	16.12	22.50
B. COM I	108	-	23.52	11.76	29.41	29.41
B. COM II	88	-	22.72	13.60	27.27	36.36
B. COM III	61	-	38.70	61.29	-	100
B.Sc I Sem I	130	-	16.66	25	58	9.20
B.Sc. I Sem II	117	-	30	40	30	17
B.Sc. II Sem III	110	-	20	54	24	26.36
B.Sc. II Sem IV	105	-	26	60	13	14.28
B.Sc. III SEM V	129	-	38	21	39	64.34
B.Sc. III Sem VI	100	-	42	53	-	47
M.A.MAR SEM I	38	-	40	30	30	52.63
M.A. MAR SEM II	38	-	36.36	45.45	18.18	57.8
M.A.MAR SEM III	21	-	28.57	14.28	57.14	66.66
M.A.MAR SEM IV	21	-	33.33	26.66	40	71.42
M.A.POL. SEM I	31	-	33.14	21.40	46.42	90.32
M.A. POL SEM II	29	-	37.50	16.66	45.83	82.75
M.A.II POL.sem III	29	-	31.57	15.78	52.63	65.51
M.A.II POL.sem IV	26	-	23.80	14.28	50	80.76
M.A.H.ECOSEM I	06	-	16	-	-	16
M.A.H.ECOSEM II	06	-	33.33	-	-	33.33
M.A.H.ECOsen III	05	-	50	50	-	80

M.A.H.ECOsemIV	-	-	-	-	-	-
M.SC.CHE semI	12	-	-	-	-	-
M.SC.CHEsemII	16	-	-	--	-	-
M.SC.CHEsemIII	-	-	-	--	-	-
M.SC.CHEsemIV	-	-	-	--	-	-
M.SC.COMP.semI	14	-	-	--	-	-
M.SC.COM.semII	14	-	-	--	-	-
M.SC.COM.semIII	-	-	-	--	-	-
M.SC.COM.semIV	-	-	-	--	-	-
M.COM sem I	56	-	31.57	10.52	57.89	33.92
M.COM semII	51	-	50	50	-	15.68
M.COM semIII	37	-	44.44	33.33	22.22	48.64
M.COM semIV	36	-	33.33	20	13.33	41.66

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

1. IQAC prepared separate feedback forms for teachers , students, parents, alumni and stakeholders regarding teaching and learning process(Questionnaire)
2. Cluster Incharge Diary helps to bridge the gap between teacher and student.(Mentor Scheme)
3. Bridge Course for new entrants in the first year helps to bridge the gap of knowledge.
4. Monthly feedback of planned activates is taken every month.
5. Teachers with poor performance are monitored to improve teaching and are instructed in IQAC meeting.
6. Monthly meeting with class representatives and discussion tried to solve the hindrances in teaching and learning process.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Program</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Program	-----
HRD program	-----
Orientation program	02
Faculty exchange program	-----
Staff training conducted by the university	-----
Staff training conducted by other institutions	-----

Summer / Winter schools, Workshops, etc.	-----
Others	-----

#### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	13	05	00	02
Technical Staff	05	-	-	-

### Criterion – III

### 3. Research, Consultancy and Extension

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

- Placement Cell under IQAC monitors and checks API of teachers annually.
- IQAC has suggested to apply for Research Center for college.
- IQAC discussed and planned program with Research Innovation Committee regarding promotion of Research Climate and took necessary action.
- IQAC encourages teachers to involve in research activities.
- Notifications of research projects from various institutions are brought to the notice of teachers in order to enable them to participate in it.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	-	-	-
Outlay in Rs. Lakhs	-	471600	839600	-

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	01	-	-
Outlay in Rs. Lakhs	-	-	-	-

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	01	00	00
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	03	13	-

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 Project	2 years	UGC	839600	471600
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			839600	471600

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 **NOT APPLICABLE**

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	00	00	00	00	00
Sponsoring agencies					

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	01
	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
01						

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: **NOT APPLICABLE**

University level  State level

National level  International level

3.23 No. of Awards won in NSS:

University level  State level

National level  International level

3.24 No. of Awards won in NCC: **NOT APPLICABLE**

University level  State level

National level  International level

3.25 No. of Extension activities organized

University forum

College forum

NCC

NSS

Any other

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

- **Dattak Palk Scheme** in collaboration with NGOs namely Rotary Club of Arvi, Red Cross Society and Matru Seva Sangh of Arvi and Lion's Club implemented. 17 new students benefited.
- **Earn and Learn Scheme** benefited **04** students.
- Institution takes initiative to help the families of farmer who committed suicide. Institution starts '**Farmer Suicides Relief Fund**', the main objective of this FSRF is to promote awareness regarding the issue of farmer suicides.
- '**Farmer Suicides Relief Fund**' helps the families of the victims and fund projects that will help farmers build a sustainable means of livelihood.
- Blood donation camp conducted in collaboration of HDFC Bank.
- Environmental Awareness Program was conducted.
- Conducted AIDS awareness rally and guest lectures on Cancer disease.
- Women Cell Committee and Home Eco. Dept. conducted one day workshop on Nutrition, Health & Personality Development.
  - Disease detection camp, tree plantation programs, AIDS week poster and slogans competition, dignity of labour through Parthenium weed eradication program organized by NSS.
- NSS organized One Day Workshop in collaboration with **RTO** Arvi to create awareness about traffic rules.
- NSS organized one day workshop to develop scientific attitude and to create awareness.

## 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	5Acors	-	-	-
Class rooms	14	4	Management	14
Laboratories	07	-	UGC	07
Seminar Halls	01	-	-	01
No. of important equipment purchased ( $\geq$ 1-0 lakh) during the current year.	-		UGC	09
Value of the equipment purchased during the year (Rs. in Lakhs)	-	342567	UGC	342567 56516



Others	-	-	-	-
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#### 4.2 Computerization of administration and library

- OPAC facility is available in library.
- Periodical measures are taken to maintain books and journals in the library in good Condition.
- The library provides open access to staff and students.
- LIBMAN software is used for library Automation and Administration.
- College has appointed technician for the maintenance of the computers and its accessories.
- Journals and magazines are kept in open racks.
- Library office has Computer and Internet facilities to upgrade the process.
- Administration work is fully computerised.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	11660	1097657	581	139315	12241	1236972
Reference Books	573	244659	-	-	573	244659
e-Books	970000	5000	-	-	9700	5000
Journals	08	-	-	950	09	15000
e-Journals	6000	5000	6000	5000	6000	5000
Digital Database	01	20000	-	-	01	20000
CD & Video	70	4900	05	455	75	535
Others (specify)	17924	1397351	21	6675	17945	1404026

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	69	28	09	09	20	09	11	01
Added	-	-	-	-	-	-	-	-
Total	69	28	09	09	20	09	11	01

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

- Every department has been provided with computers and internet facility .
- Expansion of E-technology has enhanced the use of computers in curriculum development, teaching-learning, evaluation and research.
- Students are encouraged to make use of computers for Power Point Presentations of their seminars and projects.
- Students are given regular training in Language Lab and Computer Dept.
- Broadband internet connectivity is given to all the departments. Internet browsing is available for teachers and students at the Computer Dept. free of cost during the working hours.

4.6 Amount spent on maintenance in lakhs :

i) ICT	23101
ii) Campus Infrastructure and facilities	-----
iii) Equipment	56516
iv) Others	337471
<b>Total :</b>	417088

## Criterion – V

### 5. Student Support and Progression

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

- Internal Quality Assurance Cell (IQAC) collected and analyzed student feedback on teachers.
- IQAC helped to cater to the needs of students and established various students support centric cell as - Women Cell, Students Grievance Cell, Students Counseling Cell, Coaching Centre for Entry in Services, Remedial Coaching Centre, Earn and Learn Scheme, Adaptation Scheme, etc.
- IQAC tried to develop the system for consistent, Conscious and Catalytic action to improve the academic performance of the institution.
- Financial assistance extended to economically weaker students (Student Guardian Scheme) and personal counseling given by various committees of teachers.
- The institution publishes its updated prospectus annually with the help of IQAC
- IQAC ensures the adequacy, maintenance and proper allocation of Student support Services and supervise 38 committees in the college.

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

- In this academic year college annual Magazine '**Fulora**' is published.
- 'Student's Mentors Scheme' is closely monitored.
- Positive effect of '**Student's Mentors Scheme**' is observed in student's academic, personal and curricular development.
- Cultural activities are designed in a way that it brings out hidden talents of students.
- The Placement Cell, competitive Examination Cell & Career Guidance Cell promotes entry in government services.
- Entrepreneurship and Skill Development Cell motivates students for self-employment.
- The Alumni Association maintains consistent correspondence with college.

(b) No. of students outside the state

(c) No. of international students

Men	No	%	Women	No	%
	566	40		851	60.00

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
124	190	93	665	-	1282	109	208	126	974	-	1417

Demand ratio 100% **Dropout % --- 46.80% (For UG)**

**38% (For PG)**

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

- College runs **Coaching Centre for Entry in Services**. Students are admitted and offered regular coaching throughout the session.
- Guest lectures and Group Discussion are organized by Coaching & Guidance for Competitive Examinations cell.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET  SET/SLET GATE  CAT    
IAS/IPS etc  State PSC  UPSC  Others

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET IAS/IPS etc  SET/SLET State PSC  GATE UPSC  CAT Others

### 5.6 Details of student counselling and career guidance

The Librarian is the coordinator of ‘Student Counseling and Career Guidance Cell’. As a result students have ease in library facility about Competitive Examination books and other guidelines.

Following guidelines are provided through this cell:

- How to face exams conducted by Public Service Commission
- Guidance about Competitive Examination
- Opportunities of Jobs in Sports Field
- Opportunities of Employment in Agriculture
- Employment in Various Sectors
- Self Employment

\*Library provides the students Employment News and Rojgar Warta, a local news paper

No. of students benefitted

### 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
01	18	04	NIL

### 5.8 Details of gender sensitization programmes

- Guest lecture on ‘Kali Umaltana’ which brings awareness among the teenager girls by Home-Eco. Dept.
- One day student Seminar on AIDS awareness.
- During AIDS week Poster and slogan Competition is organized by NSS.
-

## 5.9 Students Activities

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

State/ University level	Men Volleyball Team(Third Place) 1 University Level & State level – Volleyball – 02 (Men ) Kabaddi – 01 (Ashvmegh Women)		
National level	NIL	International level	NIL

### No. of students participated in cultural events

State/ University level	Nil	National level	Nil	International level	Nil
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### 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	53	106406
Financial support from government	651	12,40,981
Financial support from other sources	--	---
Number of students who received International/ National recognitions	-	-

### 5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: \_\_\_\_\_NIL\_\_\_\_\_

## Criterion – VI

### 6. Governance, Leadership and Management

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

- Vision – ‘ Education to poor and all’
- Mission – ‘ To rejuvenate society with quality education and cater to the educational, finical, cultural needs of the society.

#### 6.2 Does the Institution has a management Information System -

- An online public access catalogue (OPAC) is implemented to enable the students for speedy and convenient access to the library catalogue.
- College Prospectus provides detailed information about the proper functioning and governing of the college
- Institute website has information about all the consultant aspect of the college.

Office maintains the following record in computer system :

- Administrative procedures including finance
- Student admission
- Student records
- Evaluation and examination procedures
- Research administration

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

##### 6.3.1 Curriculum Development

- The curriculum is designed by the University.
- **Five short term courses** are designed by the faculty. (1. Journalism,2. Handy Craft, 3. Spoken English, 4. Certificate Course in Tally, 5. Certificate Course in Chemical Analysis and Laboratory Management.
- Syllabus for **Bridge Course** is designed by the faculty for each subject. This helps for the better functioning of curriculum.

##### 6.3.2 Teaching and Learning

- 20% use of ICT for classroom teaching.
- College provides open access to students for internet and Library.
- Encouraging students to read related articles on internet.
- Science departments organize Seminars and Power Point Presentations by students.
- Individual attention is given during Practical classes of the concerning subjects..
- Special coaching and remedial classes for weaker students are arranged to bring up the backward students to the forefront.
- Bridge Course facilities for the gap building of knowledge.
- Short term courses provide professional knowledge about five different courses.



- The faculties evaluate answer sheet at college and university level.
- Periodical Class-room tests and two terminal exams are conducted.
- In addition to this, students' progress is assessed through assignments, paper presentation, seminars, and viva-voce and group discussion.
- The cluster incharge maintains the record of marks.

### 6.3.3 Examination and Evaluation

Apart from classroom interaction, the following methods are used

- Meaningful learning is initiated through guided teaching and guided library assignments, group discussion, seminars, debates, quiz, viva, etc.
- Inquiry-based learning is provided through community survey, industrial visit and fieldwork.
- Co-operative learning is facilitated through project work, on-the-spot study, and Educational forums.

### 6.3.4 Research and Development

- Out of 27 teachers **17** have been awarded Ph.D. and 10 have been pursuing.
- Research is a significant activity of the college. During this academic year **35** research papers were published in National and International Journals Conferences and Books.
  - Five books are published with ISBN.
  - **One patent** is applied and registered.
- The college encourages the teaching faculty to pursue Research work.
- Paper presentation for students is made an integral part of Seminars/ Conferences conducted by the college.
- **01** Minor Research Project is **completed**

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

- College is a member of N-LIST (National Library and Information Services Infrastructure of scholarly content) which is working under INFLIBNET (Information and Library Network Centre) that provides access to Electronic Journals and Electronic books to eligible colleges. 9,700 e-books & 6000 e-journals can be accessed through it. The annual Membership fees of Rs 5000 is being paid by the institution.
- During the academic year **581** books, 21 other necessary Dds, DVD & magazines are newly added, in all of **1,52,395** rupees were added to the college library.
- To create awareness among the students about the latest arrivals and quality reference, Book exhibition is held annually in the library for two days.
- OPAC(Online Public Access Catalogue) facility is provided in the library and students are trained to use it.
- Paper clippings are maintained in the library.
  
- Construction indoor sports facility center is in progress.

#### 6.3.6 Human Resource Management

- Guest faculties for self-financing courses are appointed by the college.
- Proper care is taken in the selection process for keeping quality in the appointments.
  
- Staff is motivated to attend orientation, refresher programme, conferences, Seminar, workshops and training programs. Thus they add to the knowledge and information of students.
- Academic and administrative responsibilities are distributed amongst the staff to utilise maximum human resource.
- Monthly meetings with teaching and non-teaching staff by head of institution to monitor human resources.

### 6.3.7 Faculty and Staff recruitment

- As per UGC guidelines and official sanction appointment of teaching and non – teaching staffs are made.
- Roaster System followed during Faculty and Staff recruitment.
- The vacancies arising at different points of time are notified in newspapers and applications are received.
- The selection committee consists of subject experts nominated by the University, Government nominees, principal and management representatives.
- The faculty and staff recruitment is done on the basis of merit
- The selection process is thus completed after receiving approval from the competent authority.(Affiliated university)

### 6.3.8 Industry Interaction / Collaboration

- In this session the college established industrial linkage with Plywood factory of Arvi.
- Entrepreneurship and Skill Development Cell is in a process of MOU with MGIRI, Wardha.

### 6.3.9 Admission of Students

- We publish an advertisement in Newspapers about the courses and seats available.
- Applications are invited, scrutinized and merit list is published on notice board.
- All admission information is placed in prospectus and on notice board.
- Admissions are purely done on merit basis adopting transparent procedure.
- . Concession in fees and installment facilities are provided.
- Reservations are strictly followed as per state government and central government rules.

### 6.4 Welfare schemes for

Teaching	Yes
Non -Teaching	Yes
Students	Yes

### 6.5 Total corpus fund generated

Nil



6.6 Whether annual financial audit has been done **Yes**

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	Yes	HOD
Administrative	No	-	Yes	HOD

6.8 Does the University/ Autonomous College declares results within 30 days? **Not Applicable**

For UG Programmes Yes  No

For PG Programmes Yes  No

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

**Not Applicable**

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

**Not Applicable**

6.11 Activities and support from the Alumni Association

- The Alumni Association maintains the record of Alumni.
- Eminent personalities & stake holders are invited for the annual meeting.
- Suggestions and needful support is taken from Alumni for the better functioning of the administration and academic development.
- As per the suggestions in 08<sup>th</sup> Feb 2015, the college constructed Student Co-operative Store and Ladies Common Room.

#### 6.12 Activities and support from the Parent – Teacher Association

- The college regularly organized parent – teacher meetings and suggestions from PTA are accepted.
- Timely feedback and suggestions are given by PTA
- On the recommendations of PTA collage has started skill oriented courses.
- PTA suggests to improve security system and sports facilities in the college.

#### 6.13 Development programmes for support staff

- FDP from UGC for teachers
- Study leave facility for teachers
- Duty leave facility for teacher & nonteaching staff
- Duty leave facility for Refresher and Orientation program
- Research initiatives by the faculty are supported by the institution.

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

- Rain-water harvesting has been planned.
- Vermi-Compost generation plant is proposed to establish in college.
- The inmates of the college are very careful to keep the campus plastic free.
- An activity of Tree Plantation is done every year to make the campus ecofriendly.
- Paperless work is promoted.
- Environment Science subject is taught to all II year UG classes.

## 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.

- **‘Farmer Suicides Relief Fund’** helps the families of the victims and fund projects that will help farmers build a sustainable means of livelihood.
- Dattak Palak Yojana (Parent Guardian Scheme) has been collaborated with other NGOs of town. 12 more students are adopted by them and 05 students have proved their mettle by being class toppers.
- Three short terms vocational courses – Tally, Spoken English and Vermi compost have been started by faculty members.
- Vermi Compost Plant is ready for production.
- Bridge Courses helped to new entrance to join the knowledge gap between 12<sup>th</sup> and UG syllabus.
- Student cooperative store and Xerox Center started.

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

- Academic Calendar for the session is reshuffled as per the present needs.
- IQAC organized One Day Workshop on NAAC.
- IQAC also organized Five Days Seminar for the seven criterion heads.
- Under the Earn and Learn Scheme **04** registered students were given part time job.
- In the field of research **35** Research Papers and **five** books with ISSN were published during the academic year.
- As a social responsibility institution with the help of students made a survey of farmers who have committed suicide and teachers contributed **Rs. 40,000 in Farmer Suicide Relief Fund.**
- Expansion of Library and extinction of reading room is made.
- Various departments organized college level seminars and workshops such as workshop on Nutrition, Health and Personality Development. Workshop on Poetry Appreciation Scientific Aptitude Test, Workshop on MPSC exam.
- Carrier Counselling, Entrepreneurship and Skill Development Cell and Placement Cell organized various workshops, seminars and guest lectures to motivate students for job placement and self-earning.
  - College students are selected in University Volley Ball Team and two students are selected at state level Kabaddi team.

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

*Please see details in Annexure*

- **Farmer Suicide Relief Fund**
- **Dattak Palak Yojana.**
- **Ragging free campus.**
- **Mentors Scheme**
- **Bridge Course**

7.4 Contribution to environmental awareness / protection

- Vermi-Compost generation plant is completed in the college.
- To generate environmental awareness among the students, the university has introduced a subject on environmental studies.
- Institute also enlists the support and co-operation of its NSS Units to create awareness of environmental hazards and of the urgent need to keep the environment clean, green and pollution free.
- The NSS volunteers regularly lead campaigns to prevent use of polythene and polythene products in the college campus.
  - Nature and Science Club keeps check on environment friendly activities.
  - Tours and excursion by Nature & Science club

7.5 Whether environmental audit was conducted?

Yes

No

#### SWOT analysis

##### **Strength**

- Active and regular involvement of students in Teaching-Learning process
- Two Smart Class rooms help the use of ICT in Teaching –Learning process.
- Environment and Eco-friendly Campus.
- Two new schemes for student welfare are functioning (Bridge Course & Mentor Scheme )
- Devoted teaching and support staff, 60% teachers with doctoral degree and 37% with NET/SET
- Least vacant position of staff.
- Active participation of management and alumni.
- Remarkable results of UG & PG, specially PG.
- Least droop out percentage.

##### **Weakness**

- Restricted research activities as no research recognized Lab is available at the institution for Science faculty staff.
- Less motivation of students in sport and game activity.

##### **Opportunities**

- Sports involvement leads to opportunity in competitive examination
- Being multi faculty Institutions, it has opportunities to get interaction with multifarious streams and P.G. education.
  - Promotion of new Skill Development Program.

##### **Threat**

- Less job opportunities due to traditional courses.
- No awareness and inclination of students towards professional courses like B.B.A., M.C.M., D.H.N.T. and P.G.D.C.C.A.
- Seasonal weaker attendance.



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

- To put forward the proposal for Research Lab and PG recognition of Research Supervisors
- To encourage projects by students in Environmental Science and encourage them to sale Vermi- Compost at domestic level, thereby making them self-employed.
  - To enhance the enrolment of students in short term courses.
- Effective monitoring of Mentors Scheme and Bridge Course.
- Follow up of MOU with the Scientific / Industrial/International/ National /State Organization
- To organize field and Industry visits.
- To organize subject/ interdisciplinary Conferences.
- To enhance the Library resources and make it fully automated.
  - To encourage teachers to increase their ICT study material from present 20% to 30%
- To make academic performance audit of the teachers and Students.

Name \_\_\_\_\_

Name \_\_\_\_\_

Dr. D.M. Chavan

*Signature of the Coordinator, IQAC*

Dr. H. R. Verulkar

*Signature of the Chairperson, IQAC*

**Annexure II**

**FEEDBACK OF TEACHERS & COURSES  
SESSION 2015-16**

Sr. No.	Name of Teacher	Subject	Teachers on 10 Pt. Scale	Courses on 10 Pt. Scale
1	2	3		4
	<b>ARTS FACULTY</b>			
1	Smt. Dr. A. M. Deshmukh	Home Eco.	7.1	8.2
2	Shri. D. J. Nandurkar	Pol. Sci.	8.4	8.1
3	Shri. Dr. D. M. Chavhan	History	6.7	6.9
4	Smt. Nima H. Patil	Home Eco.	7.4	7.5
5	Shri. Dr. P. D. Malode	Martathi	7.5	7.1
6	Shri. Dr. P.B. Kale	Martathi	8.0	8.1
7	Shri. S. V. Bhuyar	Martathi	7.5	7.4
8	Shri. Dr. S. A. Pande	Hindi	6.5	7.5
9	Shri. V. M. Khadase	English	7.2	6.9
10	Shri H. D. Choudhari	Economics	6.4	6.5
11	Shri, A. V. Gumble	English	6.3	7.3
12	Shri, N. P. Kendhe	English	7.3	6.8
	<b>SCIENCE FACULTY</b>			
13	Shri. S. K. Sewane	Botany	8.2	8.0
14	Shri. Dr. K. P. Kadam	Physics	8.7	8.7
15	Shri. Dr. V. V. Hiwase	Chemistry	8.9	8.6
16	Shri. Dr. A. S. Dahat	Botany	8.5	8.0
17	Ku. Dr. V. Y. Muley	Zoology	8.3	8.2
18	Ku. Dr. M. S. Bhoyar	Zoology	8.3	8.2

19	Shri. M. T. Kolhe	Mathematics	8.6	8.8
20	Shri. N. M. Khobragade	Physics	8.5	8.7
21	Shri. P. B. Thakare	Chemistry	8.7	8.6
22	Shri. G. R. Yerawar	Physics	8.7	8.7
	<b>COMMERCE FACULTY</b>			
23	Shri. Dr. M. R. Patil	Commerce	8.3	8.1
24	Shri. S. H. Dhanvijay	Commerce	8.1	8.1

**Annexure III**

## **A Report on Dattak Palak Yojana (Parent – Guardian Scheme 2015-16)**

The scheme has commenced in the collage since the year 2008-09. It aims to facilitate the poor and needy students of the region, who could not afford the degree education. Initially 10 students of the entrants in the college were adopted by the teaching staff and every year 10 new students, who are financially backward were added to it.

Through this scheme we provide the education fees, exam fees, stationary expenses to the boys and girls. Bus- Pass fare is also provided to those who come from nearby villages. Uptill now **76students** have passed their degree courses.

In 2014-15 session we also motivated the NGOs and other social organizations like Rotary Club, Lion's Club , Matruseva Sangh and Indian Red Cross Society. In all **07 students** were adopted by them in addition to **10 students** adopted by the teachers of the college.

The college aims to facilitate more number of students every year by raising funds and motivating individuals of the society, so as to bring needy and poor students in the main stream of the education. The coordination committee adopts a fair selection process and keeps the record of scheme.

Co-ordinator

Parent Guardian Scheme

Arts, Commerce and Science College, Arvi

Dist. Wardha.