

ANNUAL QUALITY ASSURANCE REPORT (AQAR)

Submitted to

National Assessment and Accreditation Council (NAAC)

by



Arts, Commerce & Science College (Affiliated)
(Accrditated by NAAC with 'B' Grade with a CGPA of 2.31)

Shankarnagar, Maharashtra

April-2017

2.Details of the Institution

Part – A

Arts, Commerce & Science College, Shankarnagar

Tq. Biloli

Nanded

Maharashtra

Name of the Head of the Institution:

Dr. B. S. Pimple

Tel. No. with STD Code:

024622267116

Mobile:

9423731633

Name of the IQAC Coordinator:

Dr. Jayant S. Cherekar

Mobile:

9423306171

IQAC e-mail address:

iqacacs112@gmail.com

1.3 NAAC Track ID

MHCOGN11815

1.4 NAAC Executive Committee No. & Date:

EC/33/395/112 dated 10.04.2014

1.5 Website address:

www.acsshankarnagar.org

Web-link of the AQAR:

<http://www.acsshankarnagar.org/AQAR2017>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	C ⁺⁺	67.25%	2004	2004—2010
2	2 nd Cycle	B	2.39	2016	2016-2021

1.7 Date of Establishment of IQAC:

16.09.2005

1.8 AQAR for the year

2016—2017

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

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1.10 Institutional Status

University State ☒ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution Yes ☐ No ☒

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

Type of Institution Co-education ☒ Men ☐ Women ☐
Urban ☐ Rural ☒ Tribal ☐

Financial Status Grant-in-aid ☒ UGC 2(f) ☒ UGC 12B ☒
Grant-in-aid + Self Financing ☐ Totally Self-financing ☐

1.11 Type of Faculty/Programme

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

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

Others (Specify)

1.12 Name of the Affiliating University

Swami Ramanand Teerth Marathwada University

1.13 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
CPE

No

UGC-

Yes

DST Star Scheme

No

UGC-CE

UGC-Special Assistance Programme
DST-FIST

No

UGC-Innovative PG programmes
Any other (*Specify*)

No

UGC-COP Programmes

2. IOAC Composition and Activities

2.1 No. of Teachers

9

2.2 No. of Administrative/Technical staff

3

2.3 No. of students

0

2.4 No. of Management representatives

2

2.5 No. of Alumni

1

2. 6 No. of any other stakeholder and
community representatives

2

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

01

2.9 Total No. of members

19

2.10 No. of IQAC meetings held: 4

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes ☒ No ☐

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level ☒

(ii) Themes

Workshop on Revised Curriculum in Pub. Adm.

2.14 Significant activities and contributions made by IQAC

- IQAC motivated the faculty to collect feedback from the students, parents and the alumni of the college.
- IQAC motivated research publication and the ultimate result is the better publication output.
- IQAC suggested remedial measures to be adopted for the fulfillment of the NAAC norms.

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.

PART A The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year.

Plan of Action	Achievements
<ul style="list-style-type: none">• NAAC Peer Team visit	<ul style="list-style-type: none">• NAAC Peer Team visited in the month of September and gave some valuable suggestions to Leadership, IQAC & the Staff.
<ul style="list-style-type: none">• Sharing of the Peer Team Report	<ul style="list-style-type: none">• NAAC Peer Team Chairman Dr. Bawa sir shared Report to the Chairperson Dr. B. S. Pimple.
<ul style="list-style-type: none">• Declaration of grade and CGPA	<ul style="list-style-type: none">• The College acquired B grade with 2.31 CGPA. The Principal congratulated the IQAC and the Staff and declared that the Peer Team Report will be shared with the staff after the discussion with the Management in the academic year 2017-18.
<ul style="list-style-type: none">• To arrange workshops & Conference.	The administration of the College has organized university level workshop in Public Administration.
<ul style="list-style-type: none">• Computerization of Library & office atomization	Library has been provided Opac software and the data is fully computerized with n-list & e-books. The office has been fully equipped with CMS software.

** Academic Calendar is attached.*

2.15 Whether the AQAR was placed in statutory body: Yes

Management ☒ Syndicate ☐ Any other body ☐

Provide the details of the action taken

- | |
|---|
| <ul style="list-style-type: none">• Suggestions given regarding future plan of action.• Suggestions to concentrate on innovations in institutional activities. |
|---|

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	0	Nil	Nil	Nil
PG	0	Nil	Nil	Nil
UG	03	Nil	Nil	Nil
PG Diploma	0	Nil	Nil	Nil
Advanced Diploma		Nil	Nil	Nil
Diploma		Nil	Nil	Nil
Certificate	0	Nil	Nil	Nil
Others – M.Phil.		Nil	Nil	Nil
Total	03	Nil	Nil	01

1.2 (i) Flexibility of the Curriculum: **CBCS/Core/Elective option** / Open options

(ii) Pattern of programmes:
Semester-MCQ & Theory Pattern

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

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

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

As per the University norms CBCS pattern was introduced at second year level

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	31	18	12		-

2.2 No. of permanent faculty with Ph.D. 24

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
	--	02	--	--	--	--	--	--	--	02

2.4 No. of Guest and Visiting faculty and Temporary faculty (CHB)

		05
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ conference	03	12	04
Presented papers	3	06	03
Resource Persons	-	01	-

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

ICT-enabled teaching-learning process followed.

Innovative measures were adopted in the teaching process.

The faculty concentrated on the research oriented activities to have better learning output.

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

180

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

NA

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

05

2.10 Average percentage of attendance of students

78

Details of semester results: Course wise result B. A., B. Com., B.Sc.

Course	2016-17			
	T	A	P	%
B.A.I	160	74	69	43.12%
B.A.II	39	38	30	76.92%
B.A.III	50	45	30	60%
B.Com. I	96	90	87	90.62%
B.Com.II	55	51	51	92.72%
B.Com. III	51	51	50	98.03%
B.Sc. I	115	94	90	78.26%
B.Sc. II	61	60	60	98.36%
B.Sc.III	40	40	33	82.50%

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

- Regular Inspection
- Feedback from students
- Result Analysis

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	-
HRD programmes	-

Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	12
Others (Short Term)	02

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 temporarily
Administrative Staff	05	01	-	
Technical Staff	-	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

- Arrangement of workshop on Revised Curriculum in Public Administration.
- Motivation to the faculty to engage in research oriented activities.

3.2 Details regarding Major Research projects

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

3.3. Minor research projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	06	00	02
Outlay in Rs. Lakhs	00	155000	00	190000

3.4 Details on research publications

	International	National	Others
Peer Review Journals	11	03	
Non-Peer Review Journals		-	-
e-Journals	05	-	
Conference proceedings	Nil	03	

3.5 Details on Impact factor of publications:

Range 0 to 0.32

Average 1

h-index – 00 No. in Scopus-00

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

Nature of the project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				

Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (<i>other than compulsory by the University</i>)				
Any other(Specify)				
Total				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST

DPE DBT Scheme/funds

3.9 For Colleges

Autonomy CPE DBT Star Scheme

CE Any Other (specify)

3.10 Revenue generated through consultancy

-

3.11 No. of Conferences
organized by the
Institution

Nil

Level	International	National	State	University	College
Number	0	0	0	0	0
Sponsoring agencies	-	-	-	-	-

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

05

3.13 No. of collaborations:

National

International

-

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 College

-

Total

-

3.16 No. of patents received this year:

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	-
Commercialised	Applied	-
	Granted	-

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

Total	International	National	State	University	District	College
-	-	-	-	-	-	-

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

12

40

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

1

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

3.22 No. of students participated in NCC events:

University level State level

National level International level

3.23 No. of Awards won in NSS:

University level State level

National level International level

3.24 No. of Awards won in NCC:

University level State level

National level International level

3.25 No. of Extension activities organized

University forum College forum

NSS NCC Any other

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

- Activities of STAND outreach programme:
- University level workshop and Poster competition
- Importance of Blood Donation
- Evils of Aids
- Environment and Human Life
- Dr. B. R. Ambedkar Mahaparinirvan Din
- Challenges before Youth in the 21st Century
- Thoughts of Swami Vivekananda
- Contribution of Yeshwantrao Chavan in the making of Modern Maharashtra
- Lokmanya Tilak and Annabhau Sathe: Person and Work
- Dr. B. R. Ambedkar's Caste Eradication Movement: An Introspection
- Teacher Day Celebration
- Social Activities through N. S. S.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

The campus area is 37834.72 sq. mts. The buildings, furniture and equipments are put to optimum use and are available for teaching-learning process and evaluation, co-curricular, extra-curricular, and extension activities.

Facilities	Exiting	Newly Created	Source of Fund	Total
Main Block	17	-	-	17
Campus area	37834.72 sq. mts	-	-	37834.72 sq. mts
Laboratories	05	-	-	05
Seminar Halls	01	-	-	01
No. of important equipments purchased (≥ 1 -0 lakh) during the current year	-	-	GDA IQAC XIIth Plan	
Value of the equipment purchased during the year (Rs. In lakhs)		-	UGC	

4.2 Computerization of administration and library:

1. Library has setup its own LAN
2. Presently 04 computers are used
3. OPAC service is available
4. Internet facility is available

4.3 Library Services

	Existing		Newly Added		Total	
	No.	Value	No.	Value	No.	Value
Text Books & Others	10835	178516	327	14904	13344	191860
Reference Books	13015	334084	22	13037	177	366884
e-books	00	00	00	00	00	00
Journals	21		21	7350		
e-journals	7000		-	-	7000	
Digital database						
CD & Videos						
Bound Volume Periodicals	471		64		521	

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centers	Computer Centers	Office	Departments
Existing	24	-	3	0	1	1	8
Added	12	-	0	0	0	1	0
Total	36	-	3	0	1	2	8

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

- Students are encouraged to make use of computers for Power Point Presentations of their seminars and projects.
- Internet browsing is available for teachers and students at the Internet Centre free of cost in the NRC department.

4.6 Amount spent on maintenance in lakhs : Submission of AQAR

i) ICT	
ii) Campus Infrastructure and facilities	201508
iii) Equipments	217500
	61000
Total:	-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Transparent admission process.
- Counseling with the students from time to time.
- Provision of pure water facility.
- Arrangement of competitive examinations.
- Motivation to the students to participate in cultural & sport activities.
- Motivation to the students to publish articles on social issues in college magazine ‘Dnyanbhaskar.’

5.2 Efforts made by the institution for tracking the progression

- Use of informal method like personal communication.
- Comparing passing ratio with back year result of students.
- Formation of various committees for the overall development of the students.

5.3 (a) Total Number of students:

Programme	Male Students		Female Students		Total Number of students
UG	411		202		613
PG & M.Phil.					
Ph.D.					
TOTAL					

Last Year							This Year						
General	SC	ST	OBC	Others	Total		General	SC	ST	OBC	Others	Total	
236	111	24	72	63	506		243	143	22	92	113	613	

Demand Ratio- 1:21

Drop out Ratio-7.64

5.4 Details of student support mechanism for coaching for competitive examinations:

1. Competitive Exam Centre
2. Separate Reading Room Facility
3. Availability of e-books.
4. Availability of books related to nature of various competitive examinations.

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT

IAS/IPC etc STATE PSC UPSC Others

5.6 Details of student counseling and career guidance

- Arrangement of extra classes from the resource persons.
- Career guidance cell conducts examinations twice in a year.

No. of students benefitted

55

5.7 Details of campus placement

	<i>On campus</i>		<i>Off Campus</i>
Number of	Number of Students	Number of	Number of Students
--	--	--	--

5.8 Details of gender sensitization programmes

- Women grievance cell & Anti-sexual harassment cell counsels with the girl students from time to time
- Discipline committee looks after male gender sensitization by means of informal counseling with the students.

5.9 Students Activities

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

Sports—State/University level National level International level

Cultural: State/University level National level International level

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

Sports—State/University level National level International level

Cultural: State/University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		Nil
Financial support from government	257	228520

5.11 Student organized / 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

Our Vision

‘Sa Vidya ya Vimuktaye ‘

It is truly said that the education that liberates is true education.

It is with this vision the Institution supports the students with Guidance, Support and Development.

* **Guidance:** The commitment of the Godavari Manar Charitable Trust, Shankarnagar is towards the welfare of students from rural society. The institution aims at proper guidance as a measure to inculcate awareness among the students about the importance of higher education for their own personality development.

* **Support:** The institution aims at providing equal opportunities and ensures support without Prejudice for gender, class, caste and economic status.

* **Development:** The Institution aims at facilitating the students with required academic and moral Support for fine tuning the development of the economically weaker section of the society.

Our Mission

- To encourage educational development by providing higher education facilities to the educationally and economically backward sections of rural society.
- To establish educational institutes from preliminary to higher level wherever deemed fit.

6.2 Does the Institution have a management Information System?

Yes.

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

6.3.1 Curriculum Development

- Parent University develops curriculum, the leadership looks after the completion of syllabus in a time bound manner.

6.3.2 Teaching and Learning

- More stress was laid on ICT-enabled teaching-learning process coupled with traditional approach.
- Implementation of suggestions from NAAC peer team in teaching-learning process.
- Meaningful learning is initiated through guided teaching and guided library assignments, group discussion, seminars, debates, quiz, viva, etc.
- Co-operative learning is facilitated through project work, on-the-spot study, and NSS.

6.3.3 Examination and Evaluation

- Internal Evaluation.
- Regular Class Tests.
- Declaration of results in a time bound manner.
- University level Assessment work.

6.3.4 Research and Development

Teachers are encouraged to pursue the Doctorate. The college has almost 80% of faculty who have doctorate and 20% of the staff members are research guides. Therefore, they are suggested to engage themselves in post-doctoral research output. They are enforcing to write/send research articles/papers, to participate in conference, seminar, workshops, etc

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Yes, Available.

6.3.6. Human Resource Management

- Human resource is managed by the top management. College has sufficient number of teaching/non-teaching and menial staff. Recruitment is made according to the reservation criteria. The addition requirement of teaching staff is fulfilled by means of appointments on CHB basis.

6.3.7 Faculty and Staff recruitment

As per Government and UGC norms

6.3.8 Industry Interaction / Collaboration

No

6.3.9 Admission of Students

As per University guidelines

6.4 Welfare schemes for

Teaching	-
Non teaching	-
Students	-

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done

Yes

6.7 Whether Administrative Audit (AAA) has been done?

Yes ☒

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			Yes	IQAC
Administrative			Yes	Principal

6.8 Does the Autonomous College declare results within 30 days?

For UG Programmes Yes ☐ - No ☒

For PG Programmes Yes ☐ No ☐

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

- Availability of web cam.
- Paper downloading in a time bound manner.
- Availability of Zerox facility.
- Ground floor room availability for the disabled students.
- Supply of pure water during examinations.
- Smooth conducting of examinations.

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

NA -

6.11 Activities and support from the Alumni Association:

Informal support during admission process and motivation and support to the students during cultural and sport competitions.

6.12 Activities and support from the Parent – Teacher Association:

Informal dialogue with the parents regarding the progress of their ward and information regarding the nature of various activities taken place in the college for the overall personality development the students.

6.13 Development programmes for support staff:

- Computer training.
- Involvement of the staff in all the activities.
- Earn leave during the vacations.
- Allotment of work on rotation basis.

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

- Tree plantation.
- Campus cleanliness

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.

- **Tree Plantation.**
- **Awards to the students' achievement in exams.**

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

- NAAC peer team visit resulted in better output in the form of B grade with 2.39 CGPA.

7.4 Give two Best Practices of the institution.

- Continuation of the last years' Best Practices. *(please see the format in the NAAC Self-study Manuals)*

7.4 Contribution to environmental awareness / protection

- Tree plantation.
- Environment protection rallies.
- Awareness through NSS activities.

7.5 Whether environmental audit was conducted? Yes ☐ - No ☒

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

S-Show your strength, W-Know your weaknesses, O- Know the possible opportunities, T-Know about the possible threats, means, odds or problems.

IQAC conducted academic audit which served three important purposes:

- (i) to facilitate SWOC analysis at the Departmental level,
- (ii) to help the Departments document quality enhancement activities regularly, and
- (iii) to implement peer team suggestions related to quality measures in the forthcoming years, especially before the third cycle of accreditation in 2021—2022.

PART C

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

<ul style="list-style-type: none">• Improvement in Research and extension.• Improvement in Library services.• Arrangement of workshops and conferences from different agencies• To motivate the staff to attend Seminars, Conferences, Short term & Refresher courses.• To arrange a meeting of the Management, Leadership & the staff to introspect over NAAC Peer Team suggestions.
Appeal to the parents
Improvement in infrastructure facilities
Arrangement of research oriented activities
Any other

**Name and Signature of the Coordinator,
IQAC**

Dr. Jayant S. Cherekar

**Name and Signature of the Chairperson
IQAC**

Dr. B. S. Pimple