

Sipna Shikshan Prasarak Mandal's Amravati
Arts, Science and Commerce College,
Chikhaldara, Distt. Amravati (MS)-444807



Annual Quality Assurance Report (AQAR)

2017-18

Submitted to

NAAC

National Assessment and Accreditation Council

Bangalore-560072

By

The Principal
Arts, Science and Commerce College,
Upper Plateau, Near Government Garden,
Chikhaldara, Distt. Amravati-444807, Maharashtra.

Part – A

1. Details of the Institution

1.1 Name of the Institution

ARTS, SCIENCE AND COMMERCE COLLEGE,
CHIKHALDARA

1.2 Address Line 1

UPPER PLATUE, NEAR GOVT. GARDEN

Address Line 2

City/Town

CHIKHALDARA, DISTT.
AMRAVATI

State

MAHARASHTRA

Pin Code

444807

Institution e-mail address

ascc163@sgbau.ac.in

Contact Nos.

07220-230309

Name of the Head of the Institution:

DR. V.R. PATIL

Tel. No. with STD Code:

07220-230309

Mobile:

+919423610313

Name of the IQAC Co-ordinator:

DR. S.G. MAHAJAN

Mobile:

+91-9421788151

IQAC e-mail address:

sgmascc@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	72.75	2005	5 YEARS
2	2 nd Cycle	B	2.58	2013	5 YEARS
3	3 rd Cycle	B++	2.77	2018	5 YEARS

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

1.8 AQAR for the year (for example 2010-11)

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

NA

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 (*for the Colleges*)

SANT GAGDE BABA AMRAVATI
UNIVERSITY, AMRAVATI

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

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

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="12"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="00"/>
2.8 No. of other External Experts	<input type="text" value="00"/>
2.9 Total No. of members	<input type="text" value="18"/>
2.10 No. of IQAC meetings held	<input type="text" value="07"/>

2.11 No. of meetings with various stakeholders:	No.	<input type="text" value="02"/>	Faculty	<input type="text" value="01"/>
	Non-Teaching Staff	<input type="text" value="01"/>	Alumni	<input type="text" value="--"/>
	Students		Others	<input type="text" value="--"/>

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.	<input type="text" value="06"/>	International	<input type="text"/>	National	<input type="text"/>	State	<input type="text"/>	Institution Level	<input type="text" value="06"/>
University Level	<input type="text"/>								

(ii) Themes

Bamboo Craft, Personality Development, Intellectual Property Rights,
Communication skill, Disaster management, Moodle

2.14 Significant Activities and contributions made by IQAC

- Introduced 03 add on courses
- Implementation of Moodle for teaching learning and evaluation process
- Promoted in-house research project for student with financial support
- Boost given to carry out Case studies.
- Started consultancies and earned revenue.
- Improvement of Infrastructural facility.
- Self Employment
- Psycho-socio counselling for students.
- Health check up for staff.
- A workshop on optimum use of library facilities.
- Enhancing research climate.
- Cooperative store for student

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
<ul style="list-style-type: none"> • Academic calendar • Enhancing research culture. • New setup and Extension of infrastructure and building • Improvement in ICT facilities • To arrange quality initiative programmes • Preparation for NAAC assessment before January 2018. 	<ul style="list-style-type: none"> • Activities according to academic calendar. • In-house research projects for students, case studies by departments • Construction of class rooms, extension of laboratories and sport department, canteen, toilet blocks, building for Gym, separate vehicle parking, Library and other required construction • New ICT enable class rooms, increase in number of computers, growth in Wi-Fi and LAN facility • 03 Add on courses were started, started in-house research project with financial support, established ED cell, Implementation of Moodle in teaching, learning and evaluation process. • Prepared for NAAC, submitted IIQA and SSR in December 2017.

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

AQAR was discussed in IQAC meetings. Quality improvement initiatives were discussed by the Principal and Coordinator of IQAC with the staff members.

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
Ph.D	02	03	--	--
PG	01	--	--	--
UG	03	--	--	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	01	--	--	--
Others	--	--	--	--
Total	07	03	--	--
Interdisciplinary	--	--	--	--
Innovative	--	--	01	--

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

Pattern	Number of programmes
Semester	04
Trimester	-
Annual	-

- 1.3 Feedback from stakeholders*
(On all aspects)

Alumni Parents Employers Students

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

Feedback - Annexure –I

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

Yes, we follow the revision, updation of regulation of syllabi if any by the parent university.

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

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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
33	30	02	--	01

2.2 No. of permanent faculty with Ph.D.

23

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	02	--	--	--	--	--	--	00	02

2.4 No. of Guest and Visiting faculty and Temporary faculty

--	--	--
----	----	----

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	02	03	00
Presented papers	08	06	00
Resource Persons	01	01	00

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

- Use of ICT
- Project
- Guest Lectures
- Use of Moodle
- Psycho-socio counselling for students
- Students Seminar and group discussion
- A workshop on Teaching Skills.
- A workshop on optimum use of library facility.
- Educational and Excursion Tours
- Question Answer Practice
- Field Visits

2.7 Total No. of actual teaching days

180

during this academic year

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

University examination pattern is followed. Use of Moodle at institute level

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

04	00	00
----	----	----

2.10 Average percentage of attendance of students

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	59	20.00	40.00	40.00	00	00
B.A. II	26	00	45.45	54.56	00	00
B.A. III	24	00	6.25	93.75	00	00
B.Sc. I	102	02.00	56.00	42.00	00	00
B.Sc. II	88	06.67	70.00	23.34	00	00
B.Sc. III	80	10.93	78.17	17.18	00	00
B.Com. I	46	00	00	100.00	00	00
B.Com. II	21	00	50.00	50.00	00	00
B.Com. III	12	00	100	00	00	00
M.Sc. I	00	00	00	00	00	00
M.Sc. II	00	00	00	00	00	00

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

- Academic plan and activity plan are prepared and followed throughout the year.
- Formation of various college committees to ensure effective teaching and learning process.
- Stream wise Coordination committees to monitor and facilitate teaching learning process.
- Staff promoted for effective use of ICT for teaching learning.
- Use of Attainment level as a criterion for evaluation of teaching and learning process.
- Academic audit is conducted through Academic Performance Indicator.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	--
UGC – Faculty Improvement Programme	01
HRD programmes	--
Orientation programmes	--
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	--
Others (Workshop on Moodle)	32

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	07	01	--	--
Technical Staff	04	01	00	00

Criterion – III

3. Research, Consultancy and Extension

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

- Promoting and guiding students to participate in AVISHKAR, intercollegiate research festival, under University.
- Reorganization for research centre.
- Faculties are encouraged for MRP.
- Resource persons are invited to promote and enhance research culture.
- Promoted research students and faculties to participate actively in research events.
- Institute level research convention for students organized.
- In-house research project for student
- Promoted Case studies

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

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

Details on research publications

	International	National	Others
Peer Review Journals	19	03	-
Non-Peer Review Journals	-	-	-
e-Journals	03	-	-
Conference proceedings	-	-	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects (02)	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	2 Years	College	10,000.00	10,000.00
Any other(Specify)	-	-	-	-
Total	-	-	10,000.00	10,000.00

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges
Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	-
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	-
	Granted	-
International	Applied	-
	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	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: N.A.

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: N.A. 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

- Beekeeping Awareness.
- Training to forests field staff for Grasslands Management in Protected Areas
- Plastic free environment
- Development and spread of standard Marathi writing and its practical usages.
- Energy awareness programme
- Activities by ED cell
- Workshop on disaster management
- Yoga camp for women
- Health awareness programme
- Sports awareness and competitions

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	50504sqm	0	-	50504sqm
Class rooms	07	0	-	07
Laboratories	11	0	-	11
Canteen	0	74.48 sqm	Parent Society	74.48sqm
Toilet (Boyes & Girls)	0	60.70 sqm	Parent society	60.70sqm
Seminar Halls	01	0	-	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	08	0	0	08
Value of the equipment purchased during the year (Rs. in Lakhs)	29.9361	1.05	College & UGC	30.98
Others Expenditure on Building (Extension Work Rs. 15.71 & Furniture Fixtures Rs. 1.22)	16.93	6.89	Parent Society	23.82

(Seminar Hall is used as class room whenever necessary)

4.2 Computerization of administration and library

- Office administration is computerised.
- Library is fully automated with the help of LibMan Software. At present acquisition, circulation, cataloguing and MIS reports were used by the library. Besides this, the librarian has developed Automated Library Service Module with the help of WINISIS open source software. The module involves automated article indexing, news paper clipping, web address module, institutional repository, digital storage and retrieval and database service module.
- E-book server has been developed

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (Rs.)	No.	Value (Rs.)	No.	Value (Rs.)
Text Books	9,513	23,43,760/-	546	1,02,215/-	10059	24,45,975/-
Reference Books	457	4,21,927/-	15	14,541/-	472	4,36,468/-
e-Books	3,00,000 (N-list)	5750/-	3,00,000 (N-list)	5750/-	3,00,000 (N-list)	5750/-
Journals	17	20400/-	14	13,900/-	14	13,900/-
e-Journals	3100 (N-list)	5000/-	3100 (N-list)	5750/-	3100 (N-list)	5750/-
Digital Database	08	-	-	-	08	-
CD & Video	141	34,047/-	-	-	141	34,047/-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	67	01	61	07	01	01	19	06
Added	50	11	--	15	----	03	18	03
Total	117	12	01	22	01	04	37	09

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

- Wi-Fi enabled campus.
- Workshop on Moodle for effective teaching, learning and evaluation process.
- English language laboratory set up.
- Faculties and students are introduced with and updated for the effective use of computers.
- Training on optimum use of library facilities.
- Library orientation programme for students.

4.6 Amount spent on maintenance in lakhs :

i) ICT	1.19
ii) Campus Infrastructure and facilities	0.81
iii) Equipments	0.49
iv) Others	00
Total :	2.49

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Palak Yojana, Coordination committee, ED Cell, Career Guidance Cell and Teacher-Parent Committee, Cooperative store are in place and worked to encourage students to effectively avail of the facilities provided to them. Moreover, provided financial support for In-house research project, Conduct Add-on courses on personality development, communication skill & bamboo handicraft, arranged ICT literacy programmes.

5.2 Efforts made by the institution for tracking the progression

The progression of students is tracked through various committees and shortcomings, if found any, are complied with.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
585	00	19	00

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men	No.	%	Women	No.	%
	391	64.74		213	35.26

Last Year						This Year 2017-18					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
101	56	288	148	00	593	131	79	223	152	00	585

Demand ratio- 1:1 Dropout % - 54.02 (Admitted to III year 2017-18 against appeared to University Exam. for I year 2015-16 examination)

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

College has active Career Guidance Cell and Career and Counselling Cell. The students are informed about the various examinations and carrier opportunities. Every year we conduct G.K. Test, Science Aptitude Test and Essay Test for all the students. The papers of these tests are helpful for students to get acquainted, informed and aware about competitive examination.

No. of students beneficiaries

277

5.5 No. of students qualified in these examinations

NET	<input type="text" value="-"/>	SET/SLET	<input type="text" value="-"/>	GATE	<input type="text" value="-"/>	CAT	<input type="text" value="-"/>
IAS/IPS etc	<input type="text" value="-"/>	State PSC	<input type="text" value="-"/>	UPSC	<input type="text" value="-"/>	Others	<input type="text" value="-"/>

5.6 Details of student counselling and career guidance

- Guest lecture series arranged for the students.
Topics: 1.MPSC Examinations 2. How to choose career?
- Students are made aware about the nature of various competitive examinations.
- G.K. test, essay test and science aptitude test were conducted.
- Good collection of reference books, books and journals related to career guidance and competitive examinations.

No. of students benefitted:

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
--	--	--	--

5.8 Details of gender sensitization programmes

- Equal opportunity to boys and girls to participate in every activity.
- Special attention to girl students under Palak Yojana
- Mahila Grievance Cell activities

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State 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 (in lakhs)
Financial support from institution	0	0
Financial support from government	290	7.12
Financial support from other sources	60	0.34
Number of students who received International/ National recognitions	0	0

5.11 Student organised / initiatives : NIL

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

To work for overall development of the people of Melghat & nearby areas, the tribals in particular, through education

Mission

- To make available traditional as well as modern courses to students
- To offer career oriented programmes to students
- To provide multiple platforms to tribal and other students in order to seek their comprehensive development
- To conformably bring together two cultures, the tribal and the other and to seek harmonious existence of them
- To make students have close communion with the nature and make them understand its significance and preserve it
- To instil discipline and moral values in order to make them responsible citizen of the nation as well as good human being

6.2 Does the Institution has a management Information System

YES. It is very effective in maintaining office and administration records, exam results, attendance, student data and faculty related information. The Management Information System of the college is extremely useful in planning, maintaining and reviewing the data for taking decisions.

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

6.3.1 Curriculum Development

- Curriculum is formulated by University.
- Faculty members are promoted to work on Board of Studies.
- Faculty members are encouraged to attend curriculum revision workshops.

6.3.2 Teaching and Learning

- Use of ICT
- Project
- Guest Lectures
- A workshop on teaching skills.
- A workshop on optimum use of library facility.
- Educational and Excursion Tours
- Field Visits
- Question Answer Practice
- Students Seminar and group discussion

6.3.3 Examination and Evaluation

Unit test, common test, open book test, home assignments, group discussion, seminars, projects, etc. Use of Moodle.

6.3.4 Research and Development

- Promoting and guiding student to participate in AVISHKAR, intercollegiate research festival, under University.
- Faculties are encouraged for MRP.
- Resource persons are invited to promote and enhance research culture.
- Faculties are promoted for active participation in National, International level conferences and seminars.
- Research Club in place to promote and guide various research activities.
- Augmentation of infrastructural facilities for research centres.
- Provision of fund for in-house research project

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Procurement of new software and provision of annual maintenance contract.
- Special budget provision for ICT infrastructure.
- Special budget for library learning resources (online and offline).
- Special budget for laboratory instruments and recurring items.

6.3.6 Human Resource Management

- Feedback of teachers and college as a whole on various parameters from regular students, alumni and parents.
- Analysis of feedback and communication with all stakeholders for necessary action.
- Promoting teachers to attend faculty development programmes.
- Well defined organisational structure to discuss and solve various issues for effective use of human resources.
- Performance based appraisal system for assessing the performance of staff.
- Effective grievance redressal system.

6.3.7 Faculty and Staff recruitment

Recruitment of faculty and staff is carried out according to U.G.C. and Government of Maharashtra norms.

6.3.8 Industry Interaction / Collaboration

NIL

6.3.9 Admission of Students

- We have transparent admission process according to norms of the Government and S.G.B. Amravati University, Amravati.

6.4 Welfare schemes for

Teaching	02
Non teaching	02
Students	02

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done

Yes

No

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

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

6.8 Does the University/ Autonomous College declares results within 30 days?

N. A.

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

N. A.

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

S.G.B. Amravati University, Amravati has provision for the autonomy to affiliated colleges.

6.11 Activities and support from the Alumni Association

- Annual meet of alumni.
- Financial support from alumni.
- Alumni sponsored awards.
- Interaction of alumni with current students.
- Feedback and suggestions from alumni.

6.12 Activities and support from the Parent – Teacher Association

- Needful suggestions from Parent-staff committee as regards overall functioning of the college.

6.13 Development programmes for support staff

- Encouragement to attend seminars and workshops.

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

- Tree plantation.
- Preservation of flora and Fauna.
- Energy audit.
- Maximum use of LED bulbs.
- Proper use of paper.
- Rainwater harvesting.
- Eradication of plastic.
- Organisation of awareness programme like Ozone day celebration.
- E-communication to minimise use of papers.
- Use of organic fertilizers.

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.

- Established ED Cell.
- Increase in the number of research centres.
- Introduced 03 add on courses.
- In-house research project for students and case studies.

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

- 03 Add on courses started.
- 03 research centres were recognised by affiliating university.
- Started cooperative store for student.
- Few rooms were upgraded with ICT facility.
- Renovation of laboratories and toilet blocks.
- Extension of library, classrooms and sport department.
- Construction of canteen, cooperative store.
- Provision of two wheeler and four wheeler parking.
- Constructed building for Gym.

7.3 Give two Best Practices of the institution

1. To increase awareness and encourage the students for higher education
2. Environment friendly initiatives

Details in annexure – Annexure II

7.4 Contribution to environmental awareness / protection

- Tree plantation.
- Awareness rally.
- Poster competition.
- Awareness programmes in regard to non-conventional energy.
- Optimum use of paper.
- Rainwater harvesting.
- Eradication of plastic.
- Organisation of awareness programme like Ozone day celebration.
- E-communication to minimise use of papers.
- Use of organic fertilizers.

7.5 Whether environmental audit was conducted? Yes No

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

SWOC Analysis Summary:

Strength:

- NAAC Reaccredited with Grade “B” CGPA “2.58”.
- Institute covered under UGC 2(f) and 12(B) section.
- Parent Institute posses 10.4 acres of land at Aladoh village.
- Women’s hostel having intake capacity of 36.
- Committed parent institute.
- Decentralised administration.
- Maximum number of teachers with Ph.D.
- Courses offered with modern and traditional subjects.
- Career oriented programmes at UG level.
- Research facilities.
- Prominent alumni.
- Active NSS unit to serve the society.
- Good achievement of students in sports.
- Adoption of number of best practices.
- Preservation and conservation of rare medicinal plants.
- Young and Dynamic staff.

Weakness:

- Infrastructural facilities.
- Dropouts.
- Inadequate sports facilities.
- Inadequate need specific UGC schemes.

Opportunity:

- To provide higher education facility to the diversified socio economic strata of Melghat Tribal Region.
- To enhance multiple interaction among different cultures.
- To strengthen institute-industry linkage.
- To motivate for self employment opportunities.
- To carry out more research projects.
- To build up consultancy services.
- To develop collaborative work with government, industries and NGOs.

Challenges:

- Lack of awareness about education among tribal and other inhabitants of Melghat.
- Students from educationally and economically deprived section.
- Financial and other resource mobilization.
- Inadequate hostel facility for tribal and socially backward students.
- Inadequate accessibility and connectivity in terms of conveyance and communication.
- Hyper intense weather.
- Inadequate infrastructure in the town of Chikhaldara.

8. Plans of institution for next year

- To increase ICT facilities and resources for ICT based teaching.
- To make innovations in teaching, learning and evaluation process.
- To arrange psycho-socio counselling to students.
- To organize training programmes for teaching and non-teaching staff.
- To inculcate research culture among the students.
- To promote research work by teachers.
- To strengthen extension activities.
- To focus on skill based programme.
- To seek funds for the development of infrastructure.
- To make initiatives for more use of green energy.
- To upgrade learning resources.
- To install CCTV wherever necessary.
- To initiate linkage with industry and reputed institutions.
- To strengthen sports facilities.
- To organise various student support activities.

Name **DR. S. G. MAHAJAN**

sd/-

Signature of the Coordinator, IQAC

Arts, Science and Commerce College Chikhaldara, District: Amravati

Name **DR. V. R. PATIL**

sd/-

Signature of the Chairperson, IQAC

Analysis of Feedback 2017-18

Students' Feedback on

Faculty Members/Teachers: Feedback of 80% students preferred excellence in terms of quality teaching and general attitude. Evidence of feedback criteria upon which their work was assessed and evaluated indicates from the opinions of the students. 20% students provided their feedback as Very Good.

College Administration: Nearly 82% students are satisfied with college administration and approved its excellence. 18% students opted it Very Good.

Various Activities in the College: 97% students greatly approved of the various activities in the college mere 3% students rated it Very Good.

Library: 95% students expressed library as an excellent source of information and asset of the college. Only 5% remarked it as Very Good.

Laboratories: 90% students gave an excellent remark to laboratory on availability of equipments, its utility and other measures on another hand only 10% students relied on Very Good.

Teacher Feedback on Curriculum:

Adequacy of Curriculum: Some of the teachers participated in the formulation of curriculum defend curriculum is sufficient and all other conclude curriculum is proportionate and fulfills expected objective.

Interdisciplinary Aspects of Curriculum: 90% Teachers are satisfied with the interdisciplinary aspects of the curriculum while 10% teachers raised their suggestion that, there should be correlativity to some extent than what is in existing framework of curriculum.

Existing Curriculum: While going through the notions of the teachers on existing curriculum we find them appreciable and satisfactory, a few teachers feel the need of utilization of modern ICT tools which will make students enable to penetrate into the depth of the subject and expand subject knowledge.

Utility of Curriculum for Overall Development of the students: 90% teachers put forth their opinions that, Curriculum is beneficial for overall development of the students 10% teachers opine differently on its utility for the same.

Usefulness for Professional Growth: All teachers consider that curriculum is useful for the professional growth of the students.

Parents' Feedback on Curriculum: Parents appreciate to the formation of Curriculum and its various aspects. Their remark is positive and finds it useful for overall development of the students.

Alumni Feedback on Curriculum: Alumni and alumnae of the college expressed their positive remarks on the interdisciplinary aspects of the curriculum. They appreciate importance of curriculum in terms of professional growth and overall development of the students.

Best Practice I :

1. Title of the Practice: Educational awareness and encourage the students for higher education

2. Objectives :

- Creating awareness about higher education in Melghat and nearby areas
- Pay personal attention to students and provide academic and personal guidance
- Felicitating and encouraging students by rewarding them
- Create a positive competitiveness among students for their up gradation
- Create affinity for college among students
- Develop social awareness among students

3. The Context:

Melghat being under privileged and suffering from various socio-economic problems, we feel it our responsibility to create awareness about higher education among the tribal and other backward people.

Education can play a vital role in addressing and solving most of the problems. Only a few students can make it to the higher education. Ours is the only multi stream institute in the region of Melghat. We make it our concern that the students admitted to the institute must avail of the most and the best here. Regular attendance, good academic performance and multiple participation of student can be facilitated under these practices. Through awards, cash prizes we encourage our students for better performance.

4. The Practice:

For the fulfilment of above goal we practice the following activities in our institute.

i. Admission counselling:

We try to meet all eligible students and dropouts through visiting almost all the junior colleges in Melghat and nearby areas. We meet not only the students and teachers but also their parents. We try to tap their needs so that we may offer them need specific programme. We arrange a gathering of eligible students with their friends & family members and address them. We come to know the various problems pertaining with them like poverty, lack of proper mind set, superstitions, lack of awareness, their inevitable involvement in earning daily bread and butter. We use manuals, brochures, audio visual aids in our talks with students. Wide publicity is given to available programmes, activities in college through cable networks, social media, banners, posters, personal letters etc. Our alumni are available in various parts of Melghat region that play an important role for the effective communication with students.

ii. Palak-Yojna

Through 'PalakYojna', 18 to 20 students are adopted by each teacher who is expected to provide academic and personal guidance to their wards and also keep in touch with the parents. Counselling is also provided to parents when required. The attendance of the students is recorded regularly by the palak teacher.

iii. Gunwant Vidyarthi Satkar

To motivate and appreciate the students, the committee felicitates students scoring highest marks in subjects by giving cash prizes. These prizes are sponsored by well wishers of the college. The criterion for selection of the students for award in every session is the marks obtained by him/her in the annual examination.

iv. The Best Student Award

The students are nominated by the departments and committees on the basis of annual examination result, attendance, performance and participation in all activities. Top ten students are selected from the nominations.

The top ten students are expected to go through written test, group discussion and interview in order to check the student's thinking power & attitude, leading quality, presentation skills, time management & communication skill, student's affinity for the college, personality & general awareness. Finally, the best student of the year is selected on the basis of total marks obtained by the students in these tests i.e. Written Test, Group Discussion, Interview& their score in the activities under Cultural Committee, Career Guidance Cell, NSS and Sports.

5. Evidence of Success:

Through this practice we could meet and get in touch with most of the students in Melghat. We could attract more students towards various programme in the college. The number of students seeking admission in not only arts, commerce but also in science stream has been on the increase. These tribal students now opt for technical and other advanced subjects. Most of the students energetically take part in sports, cultural and other activities.

We could meet and get in touch with most of the students. We develop personal relations with them as they share their difficulties, discrepancies with us. As their real parents lack required awareness about education we have to make up for the void. Through counselling and consultation we can develop a proper mindset among students. This has improved the regularity and students' participation in various curricular, co-curricular and extracurricular activities.

Some students after passing out from our institute seek still higher education. Some could bag various college level awards. The students feel proud to receive cash prizes and The Best Student Award as a token of their success and they double their efforts. Other students are naturally encouraged for healthy competition. It boosts up positive academic atmosphere.

6. Problems Encountered and Resources Required:

Melghat being remote, hilly and widely stretched region conveyance between any two places is not smooth. Besides, public transports are not available in adequate quantity. Other means of communication are either lacking or very poor like internet connectivity, regular mobile and landline connectivity. To add to this, we must note adverse and at times extremely worst weather conditions here. Most of the people migrate from one place to others. It is never easy to meet any of them on scheduled time and place.

Almost all parents are reluctant to send their offspring, wards to other place for educational purposes as they require them as helping hands for livelihood. Students from poor education background or no education background find it difficult to participate in full-fledged manner.

The existing hostel cannot accommodate even 50 % of the needy. Hostel facility stands out as a towering must.

Best Practice II

1. Title of the practice: Environment-friendly initiatives

2. Objectives:

- Create environmental awareness among the students, staff and society
- Initiate environmental friendly steps like conservation, recycling, propagation and protection
- Development of grass meadow in order to enhance herbivores and carnivores
- Conservation and propagation of medicinal, aromatic, endangered, extinct & rare plants
- Contribute to the maintenance of rich diversity of flora and fauna in the region of Melghat
- Provide expertise to government and other agencies about environment concerns
- Train the forests field staff for grassland management in the Protected Areas of Maharashtra and other states forest

3. The context:

Environment is sum of all social, economical, biological, physical or chemical factors which constitute the surroundings. On account of the various activities of man, environment changes and worsens to the state of environmental pollution and problems.

The grasses in the protected areas of forest are the producers, soil binders, providing chemical energy to the wildlife in the form of fodder species. The grasses in the protected area are reduced due to number of factors, resulting in a direct threat to herbivores and carnivores. We have been attempting towards development of natural grasslands. Some lands have been converted into good grasslands by the seed broadcasting.

Some plants in reserve and buffer areas have medicinal values. These plants if nurtured and preserved properly can help not only the tribal but all the needy people. This may emerge as the cottage industry for the inhabitants of Melghat.

4. The practice:

Environment friendly initiatives

- i. Conservation and Propagation of Medicinal and Aromatic plants
 - Development of nursery for Medicinal and Aromatic plants
 - Collection of plants in wild habitats
 - Work for soil treatment, CCT formation, plantation of the said plants and water management practices
 - Carry out field survey and study medicinal plants
 - Identify the distribution pattern and current status of medicinal plants
 - Collect and process data

- ii. Training forest field staff for grasslands management in protected Areas

This practice includes training on:-

- Year wise demarcation of grassland areas with GPS
- Identification and enlisting of grass species
- Collection and broadcasting of grass seeds
- Weed eradication and management techniques
- Grasses biomass management practices in mosaic pattern
- Identification and cultivation of wild fruit trees

- iii. Energy Awareness Programme:

A stall is kept in 'Paryatan Mahotsava' every year. The teachers and students explain the importance of energy conservation and use of non-conventional energy sources to the visiting people. Various charts, brochures having energy awareness slogans, related models and information are displayed. The same programme is organized in nearby villages.

- iv. Say No to Plastic Bags:

Students and local communities are made aware about evil effects of plastic through video clippings, talks, rallies, display boards and brochures etc. Old clothes are collected to prepare bags, which are distributed among local people including tourists as an eco-friendly move.

5. Evidence of Success:

- Improvements in grasslands for the herbivores
- Cultivated lands have been converted into good grasslands
- Strengthened food chain
- Increase in the density of herbivores in grassland and forests ecosystem of the protected Areas
- Field staff of the protected areas trained and motivated in grassland management practices

- Grass seed banks developed in each protected area
- Herbarium of grasses, legumes and weeds are prepared through guiding field staff
- Various important medicinal and aromatic plants are available
- Plantation is being used as an open field laboratory for the botany students from various institutes
- Ecological restoration of the plants in suitable habitat
- Plants propagation, natural regeneration of the plants facilitated
- East Melghat forest division has borrowed plants from our centre and developed their own medicinal plants garden

We could meet and get in touch with most of the students and people through this program. We developed sensitization about plastic pollution, energy conservation, rainwater harvesting and other environmental problems. Chikhaldara Municipal Council appreciated us and banned use of plastic bags.

6. Problems Encountered and Resources Required:

Funding by State Government to the protected areas for grasslands management is inadequate and not proper. Instruments and technology lacuna as well as low man power are problems for grassland management practices.

The inhabitants of Melghat are still educationally backward. It is always difficult to convince them to use eco-friendly items like clothes bags, low energy electric and electronic equipments and to afford additional expenditure to modify house construction in order to get rain water harvesting in place. Besides they don't directly encounter any pollution related problem. Their poor financial background also adds to our difficulty. The tourists staying here for a temporary period cannot be re-contacted or re-counselled. The concerning local authorities need to be more sensitive as regard eco-friendliness.

Contact Details

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