

## The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

### Part – A

AQAR for the year (for example 2013-14)

2013-14

#### 1. Details of the Institution

1.1 Name of the Institution

Arts, Commerce & Science College, Bodwad

1.2 Address Line 1

Jamner Road,

City/Town

Bodwad

State

Maharashtra

Pin Code

425310

Institution e-mail address

bscs\_accb@rediffmail.com

Contact Nos.

Tele fax -02582-275268, 276331

Name of the Head of the Institution:

Dr. Vinod Pralhad Chaudhari

Tel. No. with STD Code:

02582-275268

Mobile:

9421544602

Name of the IQAC Co-ordinator:

Mr. Narendra Sadanand Joshi

Mobile:

9028001950

IQAC e-mail address:

iqacbodwad@rediffmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

MHCOGN11105

OR

1.4 NAAC Executive Committee No. & Date:

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

EC/PCRAR/65/20 DATED 25-10-2013

1.5 Website address:

www.acsbodwadcollege.org

Web-link of the AQAR:

<http://www.acsbodwadcollege.org/About/IQAC/Reports/AQAR 2013-14.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	C	56.00	2004	5 years
2	2 <sup>nd</sup> Cycle	B	2.15	2013	5 years

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

21/01/2010

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)

-This is the first AQAR after the latest assessment.

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*)

North Maharashtra University, Jalgaon

1.12 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	<input type="text" value="-"/>	UGC-CE	<input type="text" value="-"/>
UGC-Special Assistance Programme	<input type="text" value="-"/>	DST-FIST	<input type="text" value="-"/>
UGC-Innovative PG programmes	<input type="text" value="-"/>	Any other ( <i>Specify</i> )	<input type="text" value="-"/>
UGC-COP Programmes	<input type="text" value="-"/>		

**2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="06"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="04"/>
2.3 No. of students	<input type="text" value="-"/>
2.4 No. of Management representatives	<input type="text" value="05"/>
2.5 No. of Alumni	<input type="text" value="-"/>
2. 6 No. of any other stakeholder and community representatives	<input type="text" value="-"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="-"/>
2.8 No. of other External Experts	<input type="text" value="-"/>
2.9 Total No. of members	<input type="text" value="15"/>
2.10 No. of IQAC meetings held	

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

Non-Teaching Staff  Students  Alumni  Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

The IQAC completed the process of Assessment & Accreditation of the college. Emphasis was given on the use of audio-visual teaching methods. Teacher guardian committee was formed for personal attention towards the students.

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
Use of modern teaching methods	Especially the science teachers used audio-visuals including interactive boards for teaching.
Formation of Teacher guardian committee	Personal attention on the students was possible through this committee.

\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes  No

Management  Syndicate  Any other body

Provide the details of the action taken

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## Part – B

### Criterion – I

#### 1. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	-	-	-	-
UG	3	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
<b>Total</b>	<b>3</b>	-	-	-
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum: Core/Elective option

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	03
Trimester	-
Annual	-

1.3 Feedback from stakeholders\*

(On all aspects)

Alumni  Parents  Employers  Students

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

*\*Please provide an analysis of the feedback in the Annexure*

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

The syllabi is revised by the University with the participation of teachers after every three years.

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

Yoga Center is introduced for students, faculty as well as people.

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Pricipal
24	13	10	00	01

2.2 No. of permanent faculty with Ph.D.

12

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
0	0	0	0	0	0	0	0	0	0

2.4 No. of Guest and Visiting faculty and Temporary faculty

07

-

-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	04	03	03
Presented papers	09	06	09
Resource Persons	-	-	-

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

The institution has been using Interactive boards, LCD projectors, models, charts, models for teaching.

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

181

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

Examination reforms are done by the University

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop	04 teachers participated in 06 syllabus restructuring workshops.	-	-
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2.10 Average percentage of attendance of students	71%
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2.11 Course/Programme wise distribution of pass percentage (March 2014) :

Title of the Programme	Total no. of students appeared	Pass percentage		
		Pass	Fail	Pass %
F.Y.B.A.	180	176	03	98.32
S.Y.B.A.	149	148	119	80.40
T.Y.B.A.	96	35	56	38.46
F.Y.B.Com.	111	111	00	100
S.Y.B.Com.	80	79	01	98.75
T.Y.B.Com.	63	36	27	57.14
F.Y.B.Sc.	59	54	04	93.10
S.Y.B.Sc.	59	47	11	81.03
T.Y.B.Sc.	12	03	25	25

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

The IQAC Contribute/Monitor/Evaluate the teaching & learning processes by encouraging the use of modern teaching aids, feedback mechanism, class test etc.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	01
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	00
Others	11



## 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	03	00	00	00
Technical Staff	07	00	00	00

## Criterion – III

### 3. Research, Consultancy and Extension

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

IQAC always encourages research activities in the college.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	00	00	00
Outlay in Rs. Lakhs	00	00	00	00

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	00	00	00
Outlay in Rs. Lakhs	00	00	00	00

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	04	03	-
Non-Peer Review Journals	-	10	-
e-Journals	-	-	-
Conference proceedings	01	01	-

#### 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	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	02	North Maharashtra University	70000/-	35000/-
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   
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	-	01	-	-	-
Sponsoring agencies	-	UGC	-	-	-

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	-	-	-	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:

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   
NCC  NSS  Any other

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

Following extension activities were done through NSS unit,

1. Poster presentation regarding Road Security Mission at bus stand.
2. Tree plantation at nearby village.
3. Road play against dowry.
4. Awareness programme for election.
5. Sickle cell anaemia testing (by Dept. of Zoology)
6. Lecture on women's health (by Yuvati sabha)

**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	20234 Sq.m.	00	-	20234 Sq.m.
Class rooms	09	00	-	09
Laboratories	06	00	-	06
Seminar Halls	01	00	-	01
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	00	00	-	00
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	-	-	-

4.2 Computerization of administration and library

Office is automated with CMS software.

Library is automated with LIBMAN software.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	5149	652554	393	43609	5542	696163
Reference Books	3224	392462	268	92720	3492	485182
e-Books	-	-	-	-	-	-
Journals	42		42		42	16219
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	82				82	20045
Others (specify)	4531	570984	25	4080	4556	575064

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	30	01	04 connecti ons	02	02	01	09	-
Added	-	-	-	-	-	-	-	-
Total	30	01	04 connecti ons	02	02	01	09	-

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

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4.6 Amount spent on maintenance in lakhs :

i) ICT	5500/-
ii) Campus Infrastructure and facilities	50673/-
iii) Equipments	39936/-
iv) Others	28635/-
<b>Total :</b>	<b>124744/-</b>

## Criterion – V

### 5. Student Support and Progression

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

IQAC has contributed in following way,

1. Started Teacher-Guardian committee.
2. Increased ICT tools.

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

1. Started feedback system.
2. Extended the use of modern teaching tools.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
852	-	-	-

#### (b) No. of students outside the state

00

#### (c) No. of international students

00

Men	No	%	Women	No	%

Last Year (2013-14)						This Year(2014-15)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
198	133	20	404	-	852	226	161	22	435	-	1047

Demand ratio **1:1.61** Dropout % **52.30**

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

The college is running coaching classes for entry in civil services for SC/St/NT/OBC/Minority students funded by UGC.

No. of students beneficiaries

Approx. 600 students.

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

The college is running Career Counseling Cell, Counseling home.

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
00	00	00	00

5.8 Details of gender sensitization programmes

-

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/ 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	00	00
Financial support from government	588	2223304
Financial support from other sources	21600	21600
Number of students who received International/ National recognitions	00	00

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 :

“To be a dedicated educational institution that prepares learners from rural backgrounds for productive careers by providing them with a student-centered practically beneficial quality learning experience”.

Mission :

“Commitment to generate excellence through quality education for empowerment and all round development of the students that enable them to face the challenges that surround them in life as the responsible citizens of India”.

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

No.

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

##### 6.3.1 Curriculum Development

Curriculum is decided by University.

##### 6.3.2 Teaching and Learning

Modern teaching methods are adopted for teaching.

##### 6.3.3 Examination and Evaluation

Class tests are conducted.

##### 6.3.4 Research and Development

Faculty is encouraged to undertake research activities.  
Infrastructure is provided for research.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Books, instruments, ICT tools are purchased whenever required.

6.3.6 Human Resource Management

The college has distributed administration right from top Management-Principal-Vice Principal-Faculty Co-ordinator- Head of the Departments as well as Office superintendent.

6.3.7 Faculty and Staff recruitment

The college has appointed adequate staff to run the college as per the rules of Govt. Besides this additional required staff is appointed at the laboratories and office.

6.3.8 Industry Interaction / Collaboration

The college organizes study tours of the students to show them actual working of the industries.

The college is situated in rural area. Hence not successful towards collaborations.

6.3.9 Admission of Students

Admission committee is formed to help the students for admission.

6.4 Welfare schemes for

Teaching	-
Non teaching	-
Students	Yes.

6.5 Total corpus fund generated

-

6.6 Whether annual financial audit has been done

Yes

No

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

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

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

For UG Programmes      Yes       No

For PG Programmes      Yes       No

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

The University has adopted 60+40 pattern of examination for F.Y.B.Com.

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

-

6.11 Activities and support from the Alumni Association

-

6.12 Activities and support from the Parent – Teacher Association

-

6.13 Development programmes for support staff

-

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

The institution has formed campus committee to look after the campus. Separate dustbins for paper and plastic waste. Institution has planted many plants in the campus to make it green.

## 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.

The college has formed Parent teacher committee to pay personal attention towards the students. Due to this many students could solve their personal problems by discussion with his parent teacher. It helped in development of personality of the students.

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

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

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

- 7.4 Contribution to environmental awareness / protection

College conducts plantation and water conservation programs through NSS.

- 7.5 Whether environmental audit was conducted?    Yes     No

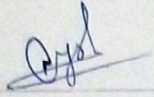
- 7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

-

8. Plans of institution for next year

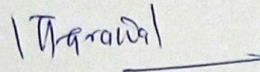
1. To start T.Y.B.Sc. Computer Science.
2. To upgrade administration.
3. To upgrade computer laboratory.

Name Mr. Narendra Sadanand Joshi



Signature of the Coordinator, IQAC

Name Shri Mithulalji Onkarlalji Agrawal



Signature of the Chairperson, IQAC

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**Abbreviations:**

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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