



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

ARTS COMMERCE COLLEGE PATANSAONGI

**AT-POST- PATANSAONGI, TAH- SAONER, DIST - NAGPUR
441113**

<https://accp.edu.in/>

SSR SUBMITTED DATE: 20-05-2024

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

May 2024

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

A group of visionaries under the leadership of Sahakar Maharshi Shri Babasaheb Kedar established Nagpur Agricultural Development Trust, Nagpur in 1996. Nagpur Agricultural Development Trust Nagpur Arts Commerce College Patansaongi was established in 2008. At the beginning the college had emerge admissions and minimum essential educational facilities but within a short period the college made its development as and educational institute catering the educational needs of the rural population. The education institution has laid emphasis on education for the downtrodden and the poor that really from the major bulk of society in this ruler area Arts Commerce College Patansaongi is affiliated to Rashtrasant Tukdoji Maharaj Nagpur University, Nagpur and 15 years old premier institution in Nagpur district, Tah- Saoner impacting the quality education to the student in the faculties of Art and Commerce. It is run by Nagpur Agricultural Development Trust Nagpur, which comprises a team of social worker constituted with the mission of propagating education for the most needy poor and backward section of the region the college is established in the year 2008 the courses run by the institute are senior college in Arts and Commerce. B. A (English, Marathi, History, Political Science, Economics, Sociology and M.Lt.) B.Com.

All the members of the teaching staff are working with the well defined objective of balancing the horizontal expression of higher Education with the vertical excellence and participating students in creative and constructive activities for their overall development. The institution has a competitive examination centre, NSS unit and Service Centre Internal complaint committee, Reading Room and ICT rooms.

Vision

- To produce morally upright human beings through value-based quality education at affordable fees

Mission

- To provide the students ample opportunities for holistic personality development .
- To help them become responsible citizens of the country

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Experienced Faculty: The college boasts a highly qualified and experienced faculty, contributing to quality education and research.

Well-Established Infrastructure: Modern infrastructure, including state-of-the-art laboratories, library, and classrooms, supports effective teaching and learning.

Student-Centric Approach: A focus on student development and support services, including counseling and career guidance, enhances the overall student experience.

Diverse Course Offerings: A wide range of academic programs and courses cater to varied student interests and career goals.

Alumni Network: An active alumni network strengthens connections and supports career development opportunities for graduates.

Quality Assurance Mechanisms: An effective Internal Quality Assurance Cell (IQAC) ensures adherence to quality standards and continuous improvement.

Financial Stability: Sound financial management and diversified funding sources contribute to the institution's stability.

Community Engagement: Involvement in community outreach and extension activities fosters social responsibility and contributes to local development.

Institutional Weakness

Lack of Curriculum Autonomy: Some academic programs may have outdated curriculum, requiring revision to stay current.

Faculty Shortages: Shortages in certain departments may lead to increased workload for existing faculty members.

Limited Research Output: Despite research facilities, research output may be limited due to inadequate funding or faculty research engagement.

Infrastructure Maintenance: Maintaining and upgrading existing infrastructure could be a challenge due to budget constraints.

Faculty Development: The need for consistent faculty development programs to keep up with changing pedagogical approaches.

Student Engagement: Engaging students in extracurricular activities and promoting a vibrant campus life may require improvement.

Assessment and Feedback: The institution may need to enhance its assessment and feedback mechanisms to ensure effective learning outcomes.

Funding Dependency: Over reliance on certain sources of funding may pose financial risks in the long term.

Institutional Opportunity

Digital Learning: Embracing online education and blended learning can broaden the reach of programs.

Research Grants: Opportunities to secure research grants from government agencies or private organizations.

New Courses: Introducing new, in-demand courses and certifications to attract more students.

Global Collaborations: Establishing partnerships with foreign universities for student and faculty exchange programs.

Industry Partnerships: Strengthening ties with industries to enhance employability and research opportunities.

Skill Development: Offering skill development courses and certifications to cater to the growing demand for skilled professionals.

Government Initiatives: Leveraging government initiatives for educational institutions, such as 'Skill India' and 'Digital India.'

Alumni Engagement: Enhancing alumni engagement for fundraising, mentoring, and networking opportunities.

Community Outreach: Expanding community outreach programs to address societal needs.

Sustainability Practices: Implementing sustainable practices, such as eco-friendly campus initiatives, to align with global trends.

Institutional Challenge

Competition: Facing competition from neighboring institutions for student enrollment and faculty recruitment.

Regulatory Changes: Adapting to frequent changes in educational regulations and accreditation requirements.

Budget Constraints: Managing the budget amid rising costs of infrastructure maintenance and faculty salaries.

Technology Adoption: Keeping up with rapid technological advancements in education.

Faculty Retention: Attracting and retaining talented faculty members in a competitive job market.

Student Diversity: Catering to diverse student populations with varying learning needs.

Assessment Compliance: Ensuring compliance with assessment and accreditation requirements.

Changing Job Market: Preparing students for a rapidly evolving job market and changing employment trends.

Pedagogical Innovation: Encouraging faculty to adopt innovative teaching methods and tools.

Mental Health Awareness: Addressing mental health challenges among students and providing support services.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The teaching-learning activities in the college are student-centered and managed through a hierarchical and decentralized administrative setup. The principal collaborates with teachers to plan academic activities, including teaching, learning, evaluation, and co-curricular and extension activities. The institution follows a semester pattern and offers value-added and certificate courses. Additionally, mandatory foundation courses focusing on gender, environment, and sustainability, as well as human values and professional ethics, have been introduced. Student on curriculum, Teacher and faculties, feedback is collected, analyzed, and used to make necessary changes are made on the basis of the feedback.

Teaching-learning and Evaluation

1. Admission process follows RTM Nagpur University guidelines
2. -Academic Calendar aligns with University's calendar - Teaching plan designed for effective curriculum delivery
3. Well-defined admission policy inclusive of reservation guidelines
4. Respects affiliating university norms and state competent authority
5. Methodology of teaching meets diverse learner needs and course objectives
6. Capable and dedicated faculty from diverse backgrounds
7. Adapts student-centric and experiential learning methods
8. Uses ICT tools to complement traditional teaching
9. Focuses on innovative teaching methodologies
10. Attainment of CO's and PO's based on direct and indirect assessment
11. Ensures good performance through outcome-based education
12. Adopts Continuous Internal Evaluation (CIE) mechanism for academic excellence.

Research, Innovations and Extension

1. The institution's innovative ecosystem is fostered by various Cells including Research and Development, Entrepreneurship Development, and Intellectual Property Rights.
2. 16 Workshops, Seminars, and Webinars have equipped faculty members and students with research skills, resulting in 02 paper publications, 01 conference proceedings, and eight papers in UGC approved journals.
3. The Research & Development Cell conducts sessions on the significance of patents, copyrights, and research methodologies.
4. The institution promotes teamwork, collaboration, leadership skills, and social responsibilities through the Women's Cell, Grievance Redressal Cell, Anti Ragging committee, and ICC.
5. Activities through various cells such as the Rotary Club, Innerwheel Club, NSS, and Environment Club strengthen community relationships and educational goals.
6. The college has 06 MOUs with academic and industrial partners to provide multidimensional exposure to the students.
7. 36 extension activities have been conducted during the assessment period, emphasizing teamwork, respecting differences, and being a responsible citizen.

Infrastructure and Learning Resources

- The college campus is spread over 3 acres with modern 549.895 sq.mi. infrastructure
- Well-equipped computer lab with high-speed internet
- Ventilated and spacious classrooms with modern facilities
- Power backup for all departments and facilities
- Facilities for Divyangjan students including ramps, wheelchairs, and separate restrooms
- Fully automated library with digital learning facilities and remote access to resources
- Seminar halls, gymnasium, playground, and other necessary facilities available
- Indoor games facilities for students and faculty
- Hygienic canteen operating during working hours
- Centralized system for effective maintenance and upkeep of infrastructure and facilities
- Improved IT infrastructure with consistent upgrades
- Cleanliness, plant conservation, and facility maintenance taken care of by the administration
- 12 CCTV cameras installed for surveillance and security

Student Support and Progression

- The college offers various co-curricular and extra-curricular activities through NSS, Sports, and Cultural Cells
- Provides scholarship schemes and assistance for applying for government scholarships
- Offers financial support and fee waivers for financially weaker students
- Implements student mentoring for academic and personal guidance
- Conducts student-centric activities for overall development
- Monitors academic progression through mentoring and counseling sessions

- Organizes workshops for resume building, interview skills, and placement training
- Increased of students higher education progression
- Provides special coaching for competitive examinations
- Establishes committees for grievance redressal and anti-ragging
- Focuses on inculcating leadership and organizational skills in students
- Active alumni association providing support to current students
- Annual alumni meets and participation in college activities
- Formation of a student council according to university guidelines

Governance, Leadership and Management

- The college has a strong management involvement in achieving strategic goals and objectives
- Good governance is ensured through the formulation of various institution policies
- The College Development Committee (CDC) provides guidance and direction for overall performance
- The Principal executes policy decisions to achieve management's goals
- A Strategic Plan is in place to ensure smooth execution of policies
- The college involves representatives of various stakeholders at various levels
- e-Governance has been implemented in finance and accounts, administration, and students' admission and examination
- The management approves expenditures on maintenance of various infrastructural facilities
- Welfare measures for the staff are in place, including leave, medical leave, and financial support for higher studies
- Internal and external audits of the college are conducted regularly
- Staff performance appraisal is maintained, and promotions are based on this appraisal

Institutional Values and Best Practices

The college has girls' and boys' common rooms as a common facility and separate provisions/facilities are available for differently abled (Divyangjan) students. The college organizes various sensitization programs through the Task Force for the Protection of Girls at the College. Campus Committee (ICC). The college takes adequate measures to organize the programmes related to gender equity promotion, social responsibilities, national festivals, and birth/death anniversaries of great personalities. The institute promotes the use of renewable energy (solar), and LED bulbs. Solid, liquid, and e-waste management processes are well-structured. The Institute has a rain water harvesting mechanism and harvested water is used for maintaining green initiatives of the institute. The college follows green practices such as tree plantation, land scaping, plastic free campus, and partial paperless work to promote environmental awareness and sustainability. Institute is performing green audits and energy audits from external agency annually.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	ARTS COMMERCE COLLEGE PATANSAONGI
Address	At-Post- Patansaongi, Tah- Saoner, Dist - Nagpur
City	Patansaongi
State	Maharashtra
Pin	441113
Website	https://accp.edu.in/

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Bhushan Deoraaji Nikure	07112-8999572054	9822729321	-	acppatansaongi@yahoo.com
IQAC / CIQA coordinator	Nilesh Deoraaji Parmure	07112-8275504893	9730667166	-	neel220par@gmail.com

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	

State	University name	Document
Maharashtra	The Rashtrasant Tukadoji Maharaj Nagpur University	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC		
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCl,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	At-Post- Patansaongi, Tah-Saoner, Dist - Nagpur	Rural	3	549.895

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Arts,	36	HSC	Marathi	120	47
UG	BCom,Commerce,	36	HSC	Marathi	120	13

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				16			
Recruited	0	0	0	0	0	0	0	0	2	0	0	2
Yet to Recruit	0				0				14			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				10			
Recruited	0	0	0	0	0	0	0	0	1	8	0	9
Yet to Recruit	0				0				1			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				6
Recruited	0	0	0	0
Yet to Recruit				6
Sanctioned by the Management/Society or Other Authorized Bodies				6
Recruited	1	1	0	2
Yet to Recruit				4

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				16
Recruited	2	0	0	2
Yet to Recruit				14
Sanctioned by the Management/Society or Other Authorized Bodies				10
Recruited	1	8	0	9
Yet to Recruit				1

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female	Others	Total
		2	2	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	62	0	0	0	62
	Female	87	0	0	0	87
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	7	1	1	0
	Female	3	6	2	0
	Others	0	0	0	0
ST	Male	6	3	1	0
	Female	4	5	2	0
	Others	0	0	0	0
OBC	Male	13	10	7	0
	Female	14	27	14	0
	Others	0	0	0	0
General	Male	1	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Others	Male	9	2	1	0
	Female	2	7	1	0
	Others	0	0	0	0
Total		59	61	29	0

Institutional preparedness for NEP

<p>1. Multidisciplinary/interdisciplinary:</p>	<p>The choice-based credit system in higher education is founded on the fundamental idea that students have a choice. Students can choose from a variety of subjects at colleges. Students can select subjects based on their interests and the number of credits required for that semester. They will then take theory and practical classes in order to earn credits. They pass the semester once they earn the required credits. Number of skill based courses which is certified by university available in college through which students earn credits. The grading method is thought to be superior to the traditional marks system, and as a result, it is used by the best universities in India and internationally. As a result, a uniform grading system</p>
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	is desirable.
2. Academic bank of credits (ABC):	Academic Bank of Credit is envisioned as a digital bank that stores a student's credit from any course. It is a key tool for facilitating multidisciplinary and comprehensive education, as well as many entry and departure points into and out of higher education.
3. Skill development:	National Education Policy 2020 focuses on technical and soft skill development of under-graduate and post graduate students to increase employability of the students.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	According to NEP Policy, art and culture are inextricably linked to language. Distinct languages have different ways of 'seeing' the world, and a language's structure influences how a native speaker perceives their environment.
5. Focus on Outcome based education (OBE):	The college has taken gradual steps to acquaint our teaching staff as well as students regarding important terminology like program objectives, program specific objectives, course objectives and learning objectives.
6. Distance education/online education:	Since March 2020, when the country was put on lockdown due to the outbreak of coronavirus, online classes have become very common and have taken center stage in students' lives. Online Education is a new way of thinking about education.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes, Under the Students Council and Extension Activities Cell. Our college monitors this. This is not formally ELC established by the college.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	We are currently in process as per NAAC guidelines. As we establish, we will also appoint a representative.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of	The National Voters Day program was organized to make the students for registering themselves with the EC. They were also made aware of the fundamental rights of the voters in India through the NSS and Extension Activity Cell.

<p>poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.</p>	
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>The Constitution is displayed in college campus. Various awareness campaigns and workshops are organised. Students are encouraged to learn about democratic values and participate in electoral process at the local level.</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.</p>	<p>Orientation and Awareness Programs are organized for students. In collaboration with the local election office, voters registration drive was organized.</p>

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
163	139	114	75	87

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 11

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
11	11	11	11	11

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
152639	187928	317602	179620	131564

File Description	Document
Upload Supporting Document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

- **Academic Planning and Curriculum Delivery**

Our college affiliated with Rashtrasant Tukdoji Maharaj Nagpur University and we follow the curriculum they provide. To make sure students receive effective teaching, we have a well-organized process in place.

- **Planning Academic Activities:** Every year our internal Quality Assurance Cell (IQAC) plans teaching, learning and evaluation activities. we create a detailed academic calendar at the start of each year.
- **Faculty involvement:** Our principal conducts meeting to organize lecture schedules and distribute syllabus faculty members. Teachers are expected to complete their syllabus within the given time. If they need extra extra time, they arrange additional classes.
- **Department Involvement:** Each department plans teaching and academic activities at the start of the year we discuss teaching methods and strategies.
- **Focus on Outcomes:** Our curriculum delivery kids course and program outcomes in mind. we make sure that what's students learn a links with the goals of our programs.
- **Enhancing teaching methods :** We are committed to enhancing teaching methods here are some measures we take:
- **Academic calendar:** We create an academic calendar for the entire years so everyone knows what expect.
- **Teacher plans:** Every teacher prepare teaching plans to guide their classes.
- **Interactive Teaching:** We use class smart classroom and encourage interactive teaching methods.
- **Student Interaction:**We have discussions counselling sessions Q&A sessions, assignments and group discussions to engage students.
- **Support for all:** We provide mentoring for students including tutorial and remedial classes for those who need extra help.
- **Practical learning :** Students work on field based projects and go on industrial visits.
- **Computer lab:** We have a computer lab for students to use.
- **Orientation programs:** We organise orientation programme for 1st year students to introduce them to the curriculum,evaluation methods and extracurricular activities.
- **Effective communication:** We keep students informed:
- **Semester details:** students receive information about the start and end of each semester, teaching plans and exam schedules at the beginning of the Year.
- **Syllabus compliance:** we communicate syllabus compliance to the principal through heads of

departments

- **Flexibility** : we maintain flexibility in teaching plans to adopt to any necessary changes.
- **Regular Evaluation**: we assess student's progress periodically according to University norms.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 27

File Description	Document
List of students and the attendance sheet for the above mentioned programs	View Document
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	View Document
Institutional data in the prescribed format	View Document
Evidence of course completion, like course completion certificate etc. Apart from the above:	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 91.35

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
153	136	101	67	71

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

Since the aim of education is to make students responsible citizens, the college integrates cross cutting issues like Gender, Environment and sustainability, Human values and professional ethics through curricular, co-curricular and extracurricular activities organised in the college.

Gender Sensitization

1. Gender sensitization AIIMS to raise a very nice about gender equality.
2. It promoters respect for individuals regardless of their gender .
- 3.The college organizes Street plays and seminars on women's empowerment to break gender stereotypes.
- 4.These activities have successfully sensitized students and the community..

Environment and Sustainability

1. The college Empire sizes environmental awareness.
2. It teaches the importance of preserving our environment and sustaining life on Earth.
3. A course in Environmental awareness is offered to highlight environmental issues.
4. Students engage in field projects and assignments related to environmental conservation.
5. The college promotes eco- friendly practices such as reducing plastic usage, planting trees, conserving water and minimizing paper uses in offices.
6. The college in instills universal human values like truth, rightcousness , peace, love and non-violence.
7. These values relate to physical, intellectual, emotional and spiritual aspects of human life.
8. Lectures by experts cover topics such as human rights, social responsibilities, democracy and mutual respect.
9. The goal is to faster a better human society by nurturing these values in students.

Professional Ethics

1. The college and the affiliated university have established a code of professional ethics.
2. This code guides members in a holding ethical principles in their roles.
3. It sets standards for personal and social behaviour.

Plastic free earth

1. Plantation of trees/ Awareness about hazard of plastic water conservation.
2. Eco-friendly disposal of waste adopting nature friendly behaviour.
3. Minimum use of paper in the office.

File Description**Document**

Upload Additional information

[View Document](#)**1.3.2**

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 24.54**1.3.2.1 Number of students undertaking project work/field work / internships**

Response: 40

File Description**Document**

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)**1.4 Feedback System****1.4.1**

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
Feedback analysis report submitted to appropriate bodies	View Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	View Document
Action taken report on the feedback analysis	View Document
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 26

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2022-23	2021-22	2020-21	2019-20	2018-19
83	58	61	53	57

2.1.1.2 Number of sanctioned seats year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
240	240	240	240	240

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list as published by the HEI and endorsed by the competent authority	View Document
Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 50.32

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2022-23	2021-22	2020-21	2019-20	2018-19
83	58	61	53	57

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
124	124	124	124	124

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	View Document
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.2 Student Teacher Ratio

2.2.1

Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 14.82

2.3 Teaching- Learning Process

2.3.1

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

2.3.1. Student centric methods, search as experiential learning participated learning and problem solving methodologies are used for enhancing learning experiences is and teachers use ICT-enabled tools including online resources for effective teaching and learning process

Response:

The college makes an attempt focus on experiential learning. the focus of teaching is mainly on practical use of knowledge and skills to real- life experiences. It helps Increasing the learners knowledge and develops competence in various skills. the learners actively reflect on that experience that experience through individual thinking group discussions, questioning, or writing, assignments, or journals. The students participate in activities like group discussions, debates, class presentations, brainstorming etc.

Participate Learning : After every activity the teachers encourages the participants to take part in a discussion where she /he is supposed to relate his/ her experiences. The student participants are expected to work to find a solution individually and together as a team, and suggested to communicate and learn form each other it order to be successful. the students are not expected to be just the passive learners but they need to actively participate in the learning process.

Experiential learning is basically learning by doing. Group discussions, interactive teaching debates , class presentations, the field visits village survey ,workshop, industrial visit, and student seminar are regular regularly organise to offer the experience of active and participative learning. the skill development programmes and skill oriented course mainly focus on hands on training and experience learning .The students are given assignment where they have a critically think about topic and find solution to the problems. The student centric methods and participative Learning is an important part of curriculum implementation and enough carries taken to make experiential and participate learning effective.

The use of ICT in the classroom is very important and useful as it offers a number of opportunities for teachers and students do use new technology and techniques for effective teaching and learning. The use of PowerPoint presentations help the students to get engage in the learning process actively and create interest in their personal learning. By integrating ICT into the classroom students are assisted to develop their ability to learn more effective corporate with each other and explore the word around them.

The institution has installed LED projectors and computer lab for the use of ICT in teaching learning. The use of computers LED projectors and the internet has proved to be very useful in enhancing the quality of education.

The use of ICT has proved beneficial in the following ways:

- Increase the motivation and interest of the students in the subject topic
- Develops independence learning among the students.
- Brings creativity in teaching and learning
- Develop collaborative and they work
- Offers new ways of teaching the subject
- Brings variety in content and presentation
- Makes teaching learning interactive and student centric

- Develops reference skill and brings current knowledge in class
- Increases student engagement in teaching and learning activities

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 73.33

2.4.1.1 Number of sanctioned posts year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
15	15	15	15	15

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 18.18

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
2	2	2	2	2

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	View Document

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

2.5.1mechanism of internal external assessment is transparent and the grievance redressal system is time bound and efficient

Response

Students are inform about the evolution pattern during the orientation programs induction programs/ arrange at the beginning of the academic year. the principal and all faculties of the college guide the students regarding the internal assessment ,question paper patterns and University examinations.

The examination committee is constituted every year to co-ordinate the internal and external examination activities and communicate to the students teachers and administrative staff any information regarding examinations.

For effective understanding of the evolution process the faculty members gives class wise course wise instructions about unique features of internal external evolution of that course changes in schedules patterns methods if any are immediately brought to the notice of the students through notice boards messages and website notification and also through classroom interactions by the subject teachers internal examination schedule is displayed or notice board in advance

The internal assessment mark lists are displayed on the notice boards the subject teacher briefs the students in the classroom about their attendance and performance in the internal examinations it is a

practice of the college to show internal examination answer books to students if demanded students are free to interact with the teachers to resolve their grievances and says if any regarding the assessment.

Grievance Redressal system:

At institute level:

The faculty distributes evaluated answer scripts of assignment to student and any classification or grievances are address by the concern faculty within a period of 3 days the internal marks are them displayed on notice board if any description is brought to the notice the concern faculty with will resolve it and the necessary correct you action is initiated if a student is not satisfied with the marks awarded even after result by the faculty student made represent same to the principal.

At university level:

Students can express grievances by applying for the following evolution procedure:

Exam form filling: it is sometimes observe that will feeling the online exam forms of the subject offered by the students are not correctly reflected on the screen in such case the university provides 3 days time to the institute to submit such grievances of the students to the students to the University and get redressed observed anomalies.

Correction in name on hall ticket: in couple of cases it happens that the hall tickets issues to the students do not carry to the correct name of students concerned in such cases the university gives 7 days time to get the hall ticket corrected through the institute.

Revolution and recounting: if student is not satisfied with the marks awarded they can apply for recounting within a week from the declaration to result through the office at the institute the received grievances are submitted to University by the institute along with the prescribed fees date recovered from the students the university declares time frame every year for submission of marks related and declaration of result.

File Description	Document
Upload Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

2.6.1 program outcomes (POs) and Course Outcomes (Cos) for all programs offered by the institution are

stated and displayed on website

Response:

Our college is affiliated to Rashtrasant tukdoji Maharaj Nagpur University Nagpur and follows the university curriculum and examination schedule college offer undergraduate program only the college prospectus gives details of the programs and courses offer at the beginning of each academy year faculty members repair course files that online the course objectives course outcomes modules reference material teaching plan and credits students are informed about the syllabus examination pattern and expected outcomes of the courses during the induction program and lectures.

Program outcomes (POs): The POs are the broad statements that define the knowledge skills and abilities that students are expected to acquired by the time the complete a particular program the college insurance that the POs for each program offer by the institution are clearly stated and prominently displayed on the on its website this outcomes are design in alignment with the relevant accreditation bodies industry requirements and societal needs

The POs serve as a guiding framework for the curriculum design pedagogy and assessment strategies of the programs offered by the University.

Course outcomes (Cos): The Cos are the specific statements that describe the knowledge skills and abilities that's student are respected to acquire from each individual course within a program arts commerce College ensure that the Cos for each course offered as part of it's programs are clearly statd and made available on its website this outcomes are designed to be inline the corresponding POs formulated by the faculty responsible for teaching the course in consultation with the relevant stakeholders they are design to be measurable observable and achievable and are a line with the learning outcomes of the program as a whole.

The Cos serve as the basis for designing the curriculum developing teaching materials and designing assessment for each course

Evaluation of POs and COs: arts commerce College has a robust system in place to evaluate the attainment of POs and COs buy it's students the college employees a variety of assessment methods such as examinations assignments projects practical internship and other forms of assessments to evaluate the learning outcomes of the students the assessment methods used are aligned with the Cos and POs ensuring that the students are evaluated on their ability to demonstrate the expected knowledge skills and abilities.

The assessment results are analyzed and reviewed periodically to access the level of attainment of the POs and Cos by the students this feedback is used for continuous improvement of the curriculum pedagogy and assessment strategies.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

Attainment of POs and COs are evaluated. Explain with evidence

Response:

Our College follows a systematic and evidence-based approach to evaluate the attainment of **Programme Outcomes (POs)** and **Course Outcomes (COs)** for all its programmes. The college assessment methods, feedback mechanisms, and review processes to ensure that the POs and COs are effectively met by the students.

Assessment Methods: The institute uses a diverse range of assessment methods that are aligned with the COs and POs and include examinations, assignments, projects, practicals, internships, presentations, and other forms of assessments.

The assessment methods are designed to measure the knowledge, skills, and abilities that are expected to be attained by the students as per the POs and COs.

These assessments are conducted at regular intervals during the course of the programme to track the progress of the students and evaluate their learning outcomes.

Feedback Mechanisms: IQAC has channelized efforts towards making “**quality**” the defining element of higher education in India through a combination of self and external quality evaluation, promotion and sustenance initiatives and in this endeavor has devised a mechanism of collecting regular feedback from students, parents, alumni and other stakeholders which has been used, analyzed deeply for planning and executing the following improvement/developmental plans to assess the attainment of POs and COs. Feedback mechanisms such as surveys, focus groups, and reviews are used to collect input on the effectiveness of the programmes and courses in achieving the intended outcomes. This feedback is considered valuable in identifying areas of improvement and making necessary changes to the curriculum, pedagogy, and assessment.

Review Processes: The college has a robust review process in place to periodically evaluate the attainment of POs and COs. The faculty members responsible for teaching the courses, along with the program coordinators and other stakeholders, review the assessment results, feedback from various sources, and other relevant data to assess the level of attainment of the outcomes.

This review process helps in identifying strengths and weaknesses and making necessary changes to improve the attainment of POs and COs. Based on the findings of the review, necessary changes are made to the curriculum, pedagogy, and assessments to ensure continuous improvement.

This systematic and evidence-based approach evaluates the attainment of Programme Outcomes (POs) and Course Outcomes (COs) for all its programmes which reflects the institute's commitment towards providing quality education

File Description	Document
Upload Additional information	View Document

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 66.67

2.6.3.1 Number of final year students who passed the university examination year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
7	37	16	9	3

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
37	37	18	10	6

File Description	Document
Institutional data in the prescribed format	View Document
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	View Document
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.7 Student Satisfaction Survey

<p>2.7.1</p> <p>Online student satisfaction survey regarding teaching learning process</p> <p>Response:</p>	
File Description	Document
Upload database of all students on roll as per data template	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description

Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR Cell, Incubation Center and other initiatives for the creation and transfer of knowledge/ technology and the outcomes of the same are evident.

Arts Commerce College is committed to creating a robust ecosystem of knowledge and learning that is conducive to research and innovation and ensures that the education its students receive is not distanced from their cultural and social values.

Besides, the institute has its highly active Innovation Cell, functioning under the IQAC, which pursues research and innovation independently and in collaboration with outside experts and industry specialists.

The Innovation Cell and IQAC has been actively involved in organising IPR workshops, IPR awareness

programmes and Research and Innovation Lectures on “the significance of IP in academic for spreading awareness about IPR”. The IQAC of Arts Commerce College has also taken keen initiatives towards enhancing knowledge in this area and has been regularly organising of number of Research and IPR lectures and seminars.

As an initiative for the creation of research aptitude and critical thinking approach, workshops were organised on Research Inspiration, Research Methodology and Research Orientation during assessment period.

Student Innovations: Our students have actively participated in innovation challenges, workshops on entrepreneurship development hackathons, and entrepreneurial competitions, showcasing their creativity and Problem Solving skills.

Community Engagement: We have extended our innovation ecosystem to the local community through outreach programs, knowledge sharing events, and technology transfer initiatives. These has contributed to the socio economic development of the region.

As part of the curriculum, college offer courses that enhance their students' knowledge of Indian society and culture. Outside of the curriculum too, the college ensures that our students are provided avenues to learn more about Indian Knowledge Systems through frequently held seminars, talks and workshops. The college regularly hosts speakers and experts knowledgeable in Indian Cultural and social thought.

College also offers Value Added Programs which are offered in a hybrid (both offline and online) mode, which focus on Indian Knowledge System.

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 16

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
6	5	0	3	2

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.18

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
2	0	0	0	0

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	View Document
Link to re-directing to journal source-cite website in case of digital journals	View Document
Links to the papers published in journals listed in UGC CARE list or	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.09

3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in

national/ international conference proceedings year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
1	0	0	0	0

File Description	Document
List of chapter/book along with the links redirecting to the source website	View Document
Institutional data in the prescribed format	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document

3.4 Extension Activities**3.4.1**

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitising the students to social issues for their holistic development during the last five years.

Arts Commerce College recognise that the true aim of education extend beyond the classroom encompassing the development of knowledge skills and of profound science of social responsibility among our students. We have believe that an understanding of social issues, diversity and the needs of local communities is integral to nurturing responsible citizens who contribute to the wellbeing of society. To achieve this, we have proactively engaged in the range of outreach and extension activities during the assessment year 2018-19 to 2022-23, in alignment with NAAC's emphasis on societal development through educational institutions.

Extension activities and social engagement: During these assessment period, Our institution has demonstrated a strong commitment to societal development through the following outreach and extension activities:

- 1. Voter Awareness Rally:** Recognising the pivotal role of informed voting in a vibrant democracy, our National Service Scheme (NSS) volunteers collaborated with local government authorities to organise voter awareness rallies in our town and adopted nearby villages. This initiative aimed to sensitise students, who are new voters, about the significance of their voting rights, thereby promoting democratic values within our community.

2. **Blood Donation Camps:** In conjunction with the local blood bank, our NSS department has annually organised blood donation camps on the occasion of our college foundation day. These camps have encouraged active participation from our student and Staffs, fostering a culture of voluntary blood donation. Our efforts in this regard have been recognised with a certificate of appreciation from the blood bank.
3. **HIV / AIDS Awareness:** NSS volunteers have actively engaged in awareness rallies focused on HIV /AIDS. Additionally, we have hosted lectures by medical experts on campus to disseminate knowledge about HIV/ AIDS and promote health awareness among our students.
4. **Tree Plantation and Special Camps:** Our NSS volunteers have played a vital role in Environmental Conservation through on campus and off campus tree plantation initiatives. We have also conducted health awareness campaigns, advocated water conservations, and launched anti alcohol and de-addiction drives. Furthermore, our college has actively participated in constructing earthen stop dams in adopted villages to address water scarcity, thus contributing to sustainable rural development.
5. **COVID-19 pandemic response:** During the COVID-19 pandemic, we acted swiftly to support our community. We organised COVID-19 testing camps in collaboration with the local government, facilitating RT-PCR and Rapid antigen testing. Furthermore, we conducted vaccination drives for our college staff and students, ensuring their safety. To raise awareness about the virus and preventive measures, we organised online awareness programme and distributed masks, reinforcing our commitment to public health.

Where societal development is a paramount concern, these outreach and extension activities underscore our institution's dedication to installing social responsibility, ethical values, and citizenship virtues in our students. We firmly believe that education transcends the boundaries of textbooks and classrooms, and it is our responsibility to empower our students to become proactive agents of positive change in society. Our efforts align with NAAC's vision of promoting holistic education that serves the broader societal interest.

File Description	Document
Upload Additional information	View Document

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Awards and recognition received for extension activities from government/ government recognised bodies

Arts Commerce College is committed to the holistic development of its students, emphasizing the redirection of their energy towards addressing real-life issues faced by the common man and society at large. To achieve these objective, the institution has established vibrant student clubs that served as active student bodies, providing a platform for students to engage in a wide range of co-curricular, extra-

curricular and outreach activities. The student clubs facilitate direct interaction between our student and society, with a strong focus on creating awareness and sensitizing student to local social challenges. Our institution actively collaborates with local academic, industrial, and Government bodies to offer immersive learning experiences to our students.

Highlights of Activities: Our student clubs play a pivotal role in fostering student engagement with society. The following student clubs, in particular, provide avenues for direct interaction with the community:

1. **Sensitization and Awareness:** Our student are actively involved in sensitization and awareness campaigns addressing local social challenges. This initiatives aim to install a sense of responsibility and empathy among our students.
2. **Collaboration:** We collaborate with various local government, semi Government and non-governmental organisations to facilitate of wide range of programs. This collaboration enable our student to participate in government LED activities such as Swachh Bharat Abhiyan, Tree Plantation Program, World Health Day, World Menstrual Hygiene Day, World Human Rights Day, National Youth Day and more.
3. **Recognition:** The active participation of our students and college in these social and extension events has been recognised through appreciation letters and certificate of awards received from various organisations.

List of Awards and Recognition:

Here is a list of some of the notable awards and appreciation later received by college conducted during the assessment period:

1. Physical Health Center, Patansaongi – 11 August, 2022
2. Grampanchayat Patansongi – 11 August, 2022
3. Lions Club of Nagpur – 10 August, 2021
4. Ministry of Youth Affairs and Sports (Participation in Mera Mati Mera Desh Programme)- 15 August, 2023
5. Maharashtra Vidhanbhavan Nagpur – 18 December, 2023

In line with NAAC's emphasis on active participation in social and extension activities. Arts Commerce College remains dedicated to nurturing socially responsible and engaged citizen who contribute to the betterment of society. These activities align with our institutions commitment to holistic education and community development.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 36

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
16	09	01	06	04

File Description	Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 08

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	View Document
List of year wise activities and exchange should be provided	View Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

4.1.1 The institutions has attitude infrastructure and other facility for,

- Teaching- learning,viz., classroom, laboratories, computing equipments etc.
- ICT- enabled facilities such as smart class, LMS etc.

Facilities for cultural and sports activities, yoga Centre, games (indoor and outdoor) Gymnasium auditorium etc. (Describe the adequacy of facilities in maximum of 500 words.)

Response:

The institution has its own building in sprawling campus of acres. The building and classroom are adequate for running the program available in the institution. The IQAC has always put its emphasis for using modern methods and technique for effective teaching - learning process. For effective teaching-learning process, the institution has adequate facilities. They are under:-

- There are 18 classrooms including seminar hall out of classroom are well group moderate LCD projectors.
- The campus is enabled with Wi-Fi facility.
- There are 1129 books, 10 journals, 105 magazines, novels 17, and Competitive Book 11 are subscribe my institution the teachers and student are exclusively using the central library for books copies of syllabus old question papers and also reprography facility.
- The college has 1 Xerox machine, 2 printer + Xerox machine, 2 printer and 4 computer used as computing equipment's in the institution.
- The institute has a provision to prepare an auditorium in playground at the time of the annual gathering and other events.
- Well furnish spacious ventilated and illuminated classroom computer laboratory and other students support facility as per University requirement.
- Administrative office, IQAC room and NSS has individual rooms for efficient functioning.
- Separate toilets for staff and students.
- In house housekeeping staff is appointed to maintain cleanness in the campus.

- The college has a big playground to provide outdoor sports facilities like volleyball badminton Kabaddi and cricket.
- The college has Well equipped gymnasium that provides facility for good health and fitness. First aid box is available at NSS room.
- Cultural activities are organized under the guidance of the coordinator appointed for the cultural committee refreshments are provided to student and staffs during festival celebrations.
- Support and safety facilities like continuous power back, fire extinguishers, water coolers, CCTV at key location are available.
- girls and boys common room facility available in our collage.

File Description	Document
Upload Additional information	View Document

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 20.43

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
0	5010	173203	4050	15730

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the

*faculty and students***Response:****4.2. Library as a learning resource**

Library is automatic with digital facilities using integrated library management system (ILMS), attitude subscriptions to e-resources and generalists are made. The library is optimally used by the faculty and students

Response:**Facility and resource in the library:**

1. **Printed Books:** the library boasts an extensive collection of printed books covering various disciplines with () titles and () total books. These books are carefully selected to align with the academic curriculum and research interests of your faculty and students.
2. **E-Books:** to keep pace with the digital Era, we have curated comprehensive collections of e-books, providing easy and convenient access to digital reading material. Disconnection
3. **National and International journals:** subscription to both National and international generalists have been diligently maintained, offering a wealth of research articles and scholarly publications. Faculty and students can access the latest research findings and stay current with development in their respective fields. Currently we have () international journals, () National journal, () magazines and () newspapers.
4. **Reading Room:** The library includes a spacious and comfortable reading room where students and faculty can engage in focus study and research. The reading room is equipped with (25) seating capacity and ample natural light to create an ideal environment for scholarly pursuits.
5. **Book Bank Facility:** Recognizing the financial constraints of some students, we offer a book bank facility where their text books are loaned to eligible students for the academic year. This initiative ensures that all students have access to essential course materials.
6. **Book Exhibition:** We irregularly organize book exhibitions, where Renault publishers showcase their latest publications. These exhibitions provide an excellent opportunity for students and faculty to explore and purchase relevant academic materials.
7. **Library Orientation:** To maximize the utilization of library resources, we conduct library orientation programs at the beginning of each academic year. These sessions familiarize new students with library service resources and digital tools.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

4.3. IT Infrastructure

4.3.1 Discribe IT facility including Wi-Fi with date and nature of updation ,available internet bandwidth a maximum of 500 words

Response:

Arts commerce College Patansangi places a strong Imphasis on providing state of the art it facilities to support both academic and administrative functions. Our commitment to staying current with technology is reflected in the frequent updates and enhancement made to our IT infrastructure, ensuring that it remains robust and responsive to the evolving needs of your students and staff.

IT Facility :

- **Computer Labs:** The college maintain well good computer labs distributed among various departments. This lab are cooked with 30 computers configured to meet the latest standards, facilitating a seamless digital learning environment.
- **Internet connectivity:** To ensure uninterrupted access to online resource and support academic process, the college provides high speed internet connectivity with the bandwidth of 75 mbps. With 2 wifi routers in the campus.
- **CCTV surveillance:** The college premises are under 12 CCTV cameras insuring the security and safety of your students staff and infrastructure

Key Features :

- **E- Goverance system:** The college has implemented an E- Goverance system using ERPs (Enterprise Resource Planning) in administrative office, exam department . This system are a accessible to both faculty and students streamlining administrative and academic process.
- **Audio- Visual Equipments:** Our IT facilities included LED projector which are employed to enhance the effectiveness of teaching and learning. These tools contribute to interactive and engaging classroom experience.

Maintenance of IT Facilities:

We Paradise the maintenance of our it facilities to ensure their optimal performance. We have engage technician from external agencies to maintain our IT infrastructure, including computer, LCD projector,printers, scanners and other peripherals. Bihar establish annual maintenance contract (AMC

agreements) with service vendor to guarantee that all maintenance work is carried out promptly and efficiently. Moreover we commit to an annual schedule of software updated and computer upgrades to keep our system current and secure.

At Arts commerce College, our-to-date IT Facilities and robust internet connectivity underscore our dedication to providing a technologically advance learning environment that supports the academic and research pursuits of your students and faculty. Will recognize the importance of staying at the four front of it advancement to meet the evolving demands of higher education in the digital age.

File Description	Document
Upload Additional information	View Document

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 5.43

4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 30

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 100

4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
152639	187928	317602	179620	131564

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 68.86

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
104	112	81	49	52

File Description

Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

- 1. Soft skills*
- 2. Language and communication skills*
- 3. Life skills (Yoga, physical fitness, health and hygiene)*
- 4. ICT/computing skills*

Response: A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Report with photographs on ICT/computing skills enhancement programs	View Document
Institutional data in the prescribed format	View Document

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 43.08

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
62	78	0	59	50

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	View Document

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 40

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
04	16	05	02	01

5.2.1.2 Number of outgoing students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
07	36	16	08	03

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	View Document
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	View Document
Institutional data in the prescribed format	View Document

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 0

5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	View Document
Institutional data in the prescribed format	View Document

5.3 Student Participation and Activities**5.3.1**

Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years

Response: 14

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
07	06	00	01	00

File Description	Document
list and links to e-copies of award letters and certificates	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 7.6

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
13	08	03	07	07

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.4 Alumni Engagement

5.4.1

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

Response:

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

Response:

Arts Commerce College Patansaongi has organized Alumni Meet regularly and discussed issue like enhancement in placement, industrial internship were addressed. The institute is also constantly in

contact with the alumni. All the scientific, cultural, extracurricular and notable achievement are being communicated to the alumni on social media to connect and enhance the interaction. Every year institute conducts the Alumni Meet for interaction and exchange of knowledge base acquired by passed out students working in various fields and sector of Indian economy. Alumni contribute and assist institute for[1]

1. Conduction of Personality Development Programs
2. Career Counselling
3. Society Institute Interaction
4. Placement Assistance
5. Study Tour/Industry Visits
6. Project Assistance to final year students etc.

Apart from above non-financial agenda, during the recent alumni meet it has also been decided to assist and help the institute by means of financial inclusion as per willingness of individuals and to form registered alumni association of the institute. The alumni of the college has decided to have registered alumni association to effectively work towards the development of the college.

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

Response:-

Arts Commerce College, Patansaongi, an integral part of the Nagpur agriculture development trust Nagpur, exemplifies the spirit of democratic governance and effective leadership in pursuit of its overarching vision and mission. The institution situated in Patansaongi, is firmly committed to catering to the educational needs of the marginalized and underserved section of society while adapting to the evolving landscape of higher education, as in the National Education policy (NEP)2020.

Alignment with Vision and Mission :- The college operates in harmony with the core philosophy of the parent institution, Nagpur Agriculture Development Trust Nagpur. That permeates all facets of the college's activities and practices. The institution's vision and Mission underscore its dual objectives: attending to the needs of the most disadvantaged segments of society, such as the downtrodden, impoverished, and marginalized, while remaining agile and adaptable to new challenges in higher education to Girls, particularly in the context of NEP 2020.

Effective leadership and governance practices :- The institution demonstrates effective leadership through a decentralized decision-making structure that emphasizes autonomy and responsibility. At the commencement of each academic session, the principle convenes a meeting with the teaching and non-teaching staff to foster a culture of discipline, quality and transparency, which are seen as key drivers of the institution's holistic growth.

Autonomy and Decentralization :- Heads of the departments are granted significant autonomy to discharge their duties efficiently, aligning with the philosophy of participative management and decentralization. Various working committees are constituted by the principle, with committee chairs bearing responsibility for organizing activities within their purview.

Participatory Management :- A culture of participative management is embedded in the institution's administrative ethos. Administrative and teaching staff collaborate closely to organize academic and extension activities. Statutory committees further support the governance structure, facilitating collaboration and decision-making.

College Development committee (CDC) :- In accordance with the Maharashtra public University act the college development committee CDC is constituted featuring a governing body or management

representative as its chairman .The CDC includes experts and peers from diverse field ,fostering community engagement and participation.Teachers and non - teaching staff are also nominated or elected to the CDC ,ensuring a balance representation.

Student Involvement :-- students are encourage to participate in institutional governance through representation on various bodies and committees. Additionally, the appointment of key academic position ,such as the College Exam Officer, NSS programme Officer and student Development Officer, is carried out in accordance with statutory regulations.

Collective and participatory approach :-- Arts Commerce College embraces collective and participatory approach to governance involving all stakeholders in the policymaking process.Authority is delegated to the principal, who further delegate it to various levels of functionaries within the college key institutional figures including the IQAC coordinator Department Heads, Committee chairs, administrative staff and student representative collaborate as a team.This collective report is underpinned by a shared commitment to realising the institution's vision, mission and objectives.

This approach is visible not only in its commitment to NEP 2020 but also in its sustained institutional growth, decentralization of responsibilities ,active participation in governance and formulation of short -term and long -term Institutional perspective plans.

File Description	Document
Upload Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

The institutional respective prospective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules and procedures etc.

Response.

Arts Commerce College, Patansaongi adheres to a well-structured framework of governance that ensures the effective deployment of its institutional perspective plant while fostering efficient functioning of its various. This approach ensures alignment of the colleges strategic goal with its operational practices thus creating a conducive environment for continuous growth and improvement.

Leadership and Management Role :-- The college management plays a pivotal role in providing the necessary human resources, both teaching and non teaching staff and assumes responsibilities for the overall development of the institution. This responsibility extend to the formulation of general quality guidelines that cultivate a favourable learning environment emphasizing academic excellence.

Principal's Role and Responsibility :-- As the head of the college, the principal holds ultimate responsibility for the smooth functioning of the institution. The principle is instrumental in guiding faculty members in crafting academic teaching plans ,academy calendars and co- curricular, extra curricular and cultural activities at the onset of the academic year. These plans are executed with precious under the principls direction.To facility effective governance the principle assembles various committees comprising faculty members,students and non- teaching staff. Moreover, the principle maintains proactive communication and relationship with stakeholders to foster college development.

Adherence to Affiliation Norms :-- Arts commerce College is affiliated with the Rashtrasant Tukadoji Maharaj Nagpur University(RTMNU) .The college strictly follows the statue story norms and guidance sit by(RTMNU) both in academic and administrative domain the university conduct AAA through its Local Enquiry Committee (LEC) ,evaluating academic and administrative processe .The positive outcome of the LEC and AAA report leads to the continuation of affiliation for subsequent academic sessions.

Transparent Appointment procedures :-- The appointment procedure for teaching and non teaching staff are meticulous leaf carried out under the guidance of Nagpur Agriculture Development Trust Nagpur .After receiving information about vacant position from the principal,the management scrutinizes this information . Following necessary formation from the affiliating university and the State Government of Maharashtra advertisements are publish in newspapers .The recruitment process andheres strictly to the regulation set by UGC and the the Government.The managements reputation for job security transparency and supportive work environment ensures the attraction and retension of qualified faculty and staff.

Institutional perspective plan :-- The College Develops a Compresive institutional perspective plan by incorporating suggestion from faculty members , committees and stakeholders.This plan is finalized with the principles guidance ,focusing on infrastructure development resource enhancement for the library, introduction of new programs, staff training and development and student focused initiatives like competitive examination coaching and skill development programs.

Resource Mobilisation :-- To ensure the effective excution of the perspective plans,the college seeks external funding from agencies such as the UGC and RUSA.These funding requests are carefully prepared to support the colleges improvement initiatives and aligned with the objectives outlined in the perspective plans.

Arts commerce College governance approch highlights the seamless integration of its institutional perspective plant with its operational framework.The leadership proactive stance in effective management adherence to affiliating norms tranparents appointment procedures and efficint resource mobilization underscores the institutions commitment to quality education and growth.

File Description	Document
Upload Additional information	View Document
Institutional perspective Plan and deployment documents on the website	View Document

6.2.2

Institution implements e-governance in its operations

1.Administration

2.Finance and Accounts

3.Student Admission and Support**4.Examination****Response:** A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	View Document

6.3 Faculty Empowerment Strategies**6.3.1**

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

The institution has performance appreciate system effect to welfare measures for teaching and non teaching staff and Avenue for career development / profession.

Response :-

Performance Appraisal for Teaching Faculty:- Faculty performance is evaluated using a performance -Based Appraisal (PBAS) in alignment with UGC and University guidelines The appraisal aise aise faculty performance across teaching, learning ,evaluation ,curricular development ,extension activities, professional development and research contribution.

Confidential Report (CR) for Non-Teaching Staff:-

Non-Teaching Staff performance is evaluated using confidential Reports (CR) in accordance with the norms of the Government of Maharashtra.

The principle access non- teaching staff Performance and communicates the finding to the parent institution.

Management decisions on non-teaching staff promotions are based on these confidential reports. **Welfare Measures for Teaching Staff :-**

Motivation and support for faculty pursuing higher education.

Encouragement to attend workshop , conferences , seminar ,short-term courses and faculty development programs.

- Faculty are encouraged to become members of professional bodies and participate in their activities.
- Support provided to Faculty seeking research grant for projects.
- Promotion and use of ICT tools in teaching and learning.
- Promotion of research paper publication in reputed journals and conferences.
- Comprehensive COVID-19 precautions, including wellness drives RT-PCR and Rapid Antigen Test and vaccination drives.
- Provision of counselling and physiological guidance during the pandemic.
- Health check-up Camps organised for staff.

Welfare Measures for Non-Teaching staff:-

- Training programme design to enhance the skill set of non-teaching staff.
- encouragement and active involvement in event organization.
- Leaves Provided as per university norms, including maternity leave for female faculty and staff.
- encouragement and support for non-teaching staff to participate in training programmes.

General Welfare Facilities and Schemes For Both Faculty and Staff :-

- Group insurance scheme for comprehensive coverage.
- Various type of leaves including casual, earned, medical and vacation leaves, in accordance with University norms.
- Maternity leave provisions for female faculty and staff.
- Opportunities and encouragement for training programs.
- Skill Development Programme for Non-Teaching Staff
- Proactive measures taken during the COVID -19 pandemic including wellness drives and health check-up camps.
- Counselling and physiological support for Staff during challenging situation .

These measures and facilities illustrate the institutions commitment to performance evaluation staff welfare and career development for both teaching and non-teaching staff fostering holistic and supportive work environment .

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 23.64

6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
03	05	0	05	0

File Description	Document
Policy document on providing financial support to teachers	View Document
Institutional data in the prescribed format	View Document
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	View Document
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	View Document

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 69.23

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
9	9	9	9	9

6.3.3.2 Number of non-teaching staff year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
02	02	02	02	02

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	View Document
Copy of the certificates of the program attended by teachers.	View Document

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:-

Arts Commerce College has established effective mechanisms for resources mobilization and the prudent utilization of funds from diverse sources including Government and non- Government organizations Additionally the institution conducts regular financial audits both internally and externally to ensure transparency and accountability in financial matters.

Research Mobilization strategies :--

Scholarships :-- The institution actively assist students in availing government and nongovernment ensuring that eligible students benefit from financial support for higher education.

Fee collection :-- Fees are collected from students in accordance with the fee structure prescribed by the affiliating University. Special provisions are made for collecting fees under skill- based short term courses.

Fundraising Efforts :-- The college protectively reaches out to individuals and philanthropist, seeking their support for various initiatives. Additionally the alumni network is engaged to garner financial and non- financial support.

Interest on Fixed Deposits:-- Interest earned on fixed deposits is judiciously utilised to support various institutional activities and projects.

Resource Utilisation Procedure :--

Planning :-- The Head of Departments (HOD) convene faculty meetings to collaboratively finalize the annual budget. This budget includes provision for co-curricular and extracurricular activities.

Budget Formulation :-- The HODs submit their respective annual budgets to the principal for approval. The principal consolidates these budgets into a single institutional budget, which is then submitted to the Management for final approval.

Allocation :-- The management allocates funds as per the identified needs and proposed expenses. If there are no discrepancies, the budget is approved and funds are disbursed, including provisions for unforeseen expenses.

Expenses :-- The sanctioned funds are utilized for various purposes such as book procurement, subscription to National and international journals, staff salary, and maintenance activities. In case of unplanned activities like seminar attendance, faculty members prepared requests with supporting documents and in exceptional cases may present their proposals to the Management for additional funding.

Audit :-- The Accounts section conducts an audit ensuring that expenditure aligns with the sanctioned budget. Both internal and external audits are conducted annually to guarantee proper fund utilization as per the Management's allocation.

Audit processes :--

Internal Audit :-- The institution conducts continuous internal financial audits primarily managed by the accountant. These audits serve as an ongoing assessment of financial records, allowing for the identification and rectification of any discrepancies.

External Audit :-- A team of external auditors, usually a firm of Chartered Accountants, conducts annual financial audits as per the guidelines of the income tax department. These external audits ensure financial transparency and compliance with regulatory standards.

The parent trust receives the annual audit report finalized by the Chartered Accountants and shares it with the college for compliance. This report is deliberated upon in the College Development Committee (CDC) meetings. Following discussion with the CDC, the principal complies and submits the compliance report to the parent institute. Arts Commerce College employees well-defined strategies for resource mobilization and meticulous fund utilization from various sources while maintaining financial transparency through regular internal and external audits.

File Description	Document
Upload Additional information	View Document

6.5 Internal Quality Assurance System

6.5.1

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process structures and methodologies of operations and learning outcome at periodic intervals and records the incremental improvement in various activities.

Response :

The IQAC of the Arts Commerce College, Patansaongi work towards improving and maintaining the quality of education identifying and suggesting new way of using teaching aids developing suitable infrastructure and offering suggestions for the new sale finance courses IQAC is an effective and efficient internal coordinating and monitoring mechanism. The IQAC plays vital role in maintaining and enhancing the quality of the institution and suggest quality enhancement measures to be adopted the IQAC meets every quarterly to plan direct implement and evaluate the teaching research and publication activities in the college the sub committees dealing with various activities and department implement the IQAC guidelines and report the feedback. The IQAC strives to spread quality culture through quality enhancement initiatives and best practices. Significant improvement in quality have been made by institutionalizing the following IQAC initiatives.

Strategic planning of key areas and assigning responsibility :--

1. Academic Results
2. Student Leadership Training
3. Student soft skills and personality Development
4. Faculty Development program/Administrative Department Programs.
5. Interaction with Industry.

Monitoring and Mentoring of academic and administrative activities. Academic inspection are carried out periodically to assess the quality of academics. The inspection involve :

1. Review of healthy academic practices.
2. Mechanisms to identify and reform innovation academic practices.
3. Review of department facilities.
4. Facilitate implementation of innovative methods in the departments
5. Self - development of faculty members.

File Description	Document
Upload Additional information	View Document

6.5.2**Quality assurance initiatives of the institution include:**

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: B. Any 3 of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	View Document
NIRF report, AAA report and details on follow up actions	View Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

7.1.1

Institution has initiated the gender audit and major for the promotion of gender equity during the last five year.

Describe the gender equity and sensitization in curricular and co- curricular activities, facilities for women on campus etc.,within 500words.

Response:

Measures for the promotion of Gender Equity:

Admission process is carried out with almost transparency, offering equal opportunity for students. The college constituted the following committee to provide a conducive environment:

- Grievance Redressal Cell
- Anti Ragging committee
- Internal complaint Cell
- Mentor Mentee scheme
- Employment and career counseling Cell

Various measures have been taken for promotion of gender equity and sensitization.

Curricular : The college offers various courses on gender equity which include topic like, contemporary issue of women in India, Women and Society in India, Women psychology, Human Rights, population growth and sex ratio, Indian women Writers, representation of Gender and sexuality in literature, Gender budget and Gender employment measures. Though these topic the students become morally and socially aware about the importance of gender neutral society.

Co-curricular : The college promotes gender sanitization through co-curricular activities like workshop, conference, seminars, guest lecture, poster exhibitions and counselling etc. cetera outreach program for gender equity like Beti bachao beti padhao rally and good touch bad touch for nearby school girls, mehendi, Rangoli, flower decoration competitions and fashion show.

Facilities for women on campus

- The college provide safe and secure environment with CCTV surveillance throughout the campus.
- Security Staff and discipline maintenance committee enable safety for girl students.
- Identity cards and uniforms are made compulsory in the college premises.
- Washrooms are provided with sanitary napkin vending and disposal machine for the safe and hygienic disposal for sanitary napkins.
- College has counselling centre and mentoring system for students to take care of academic emotional, social and cognitive development.
- Well equipped sports facilities, gymnasium and yoga centre are available on campus.
- Emergency helpline number are displayed.
- Activities conducted for safety and security on campus.
- Students welfare committee conducts workshop and mock drills on safety during emergency situation on campus in association with fire and emergency service, police and health department.
- Awareness program on human rights, rights of women in domestic problems.
- Cyber security awareness program are conducted.

File Description	Document
Upload Additional information	View Document

7.1.2

The Institution has facilities and initiatives for

- 1. Alternate sources of energy and energy conservation measures**
- 2. Management of the various types of degradable and nondegradable waste**
- 3. Water conservation**
- 4. Green campus initiatives**
- 5. Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	View Document
Geo-tagged photographs/videos of the facilities.	View Document
Circulars and report of activities for the implementation of the initiatives document	View Document

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

- 1.Green audit / Environment audit**
- 2.Energy audit**
- 3.Clean and green campus initiatives**
- 4.Beyond the campus environmental promotion activities**

Response: A. All of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Green audit/environmental audit report from recognized bodies	View Document
Certificates of the awards received from recognized agency (if any).	View Document

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

Response:

Arts Commerce College Patansaongi is committed to fostering an inclusive environment that promotes tolerance, harmony and awareness of constitutional values, rights, duties, and responsibilities among its

divers student body. The institution takes deliberate steps to uphold the principles of social harmony and constitutional obligations through a range of activities, celebrates, and educational initiatives.

Promoting communal harmony and Tolerance:

- The institution hosts a diverse population representing various caste creeds and religious beliefs. This diversity is a common feature of the college, and since women's college, it deliberately maintains an atmosphere of communal harmony and tolerance.
- Through curricular, co-curricular, and extra-curricular activities, the college actively practices the principle of social harmony and inclusivity.
- Festivals and special days of national importance are celebrated on campus, reinforcing the values of unity and diversity.

Constitutional values and obligations:

- The Indian constitution upholds core values such as Liberty, equality, fraternity, social justice and secularism for all citizens. Arts Commerce College Patansaongi recognises its duty to instill these values in students through various educational avenues.
- The institution undertakes multiple activities aimed at creating awareness of constitutional obligations among students. These activities encompass curricular, co-curricular and extension programs.
- The affiliating University syllabus and courses are thoughtfully designed to promote communal harmony and tolerance, even in the face of cultural, linguistic and religious diversity.

Teacher – student interaction

- Informal and formal interactions between teachers and students are essential in establishing an atmosphere of harmony and tolerance on campus.
- Faculty members play a pivotal role in conveying the message of oneness and national integration to students, reinforcing the importance of these values in daily life.

Inclusive environment initiatives :

Our college organizes a variety of events and initiatives to instill values that encourage responsible citizenship and promote an inclusive environment.

- **Independence Day and Republic Day** celebrations are observed with Patriotic enthusiasm, featuring speeches on national importance, patriotic songs and dances.
- Pledge-taking activities, in line with government directives are regularly organised to emphasize National values.
- Integrity pledge day is commemorated on Sardar Vallabhbhai Patel's birthday as a symbol of Unity.
- The Institution conducts **swachh Bharat compaigns** to promote cleanliness awareness in the community particularly on **Gandhi Jayanti**.
- Programs on human values and professional ethics are integrated into the curriculum and are regularly organized by the extension activity cell.
- Workshops focusing on awareness about human rights and values are conducted to educate students.
- Tributes are paid to doctor **APJ Abdul Kalam** on his birth and death anniversaries, honoring his contributions.
- **Road safety awareness program** are conducted during road safety week including release to educate society about the importance of helmet use.
- During local, vidhansabha and Lok Sabha elections, holidays are granted to students and staff to exercise their right to vote. Awareness about voting is also disseminated in the neighbourhood.

File Description	Document
Upload Additional information	View Document

7.2 Best Practices**7.2.1**

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

Response:

Response:

Best practice - I

Title of the Practice: Extension Activities for Social Good of National Service Scheme

Objective of the practice:

- To promote extension activities in the neighbourhood community for social development.
- To develop amount students of responsibility towards society.

Context:

- To provide the opportunity to inculcate the qualities among the students to understand social constitution and problem of community.

The practice:

The college conduct various activities related to environmental protection, cleanliness drive, tree planitation, education awareness, health awareness, personal hygiene, literacy gender, equality, self-defence, women improvement etc. Institute has NSS wings to imbive to moto of “**not me but you**”

Evidence of success: It is observed by performing various activities in The neighbourhood society, college has got appreciation by renowned government and non government agencies in terms of awards appreciation letters and mementos.

Best practice - II

Title of the practice: Soft Skill Development for 3600 development of students

Objective of the practice:

- To give each student a realistic perspective of work and expectations.
- To develop communication skills and presentation skills.
- To included the work culture, team spirit, sense of commitment and responsibility.
- To help formulate problem solving skills.
- Guides students in same making appropriate and responsible decisions.
- To provide opportunity to move to higher education in future.

- To integrate relevant skills into the higher education system.
- To create awareness about time management, stress management and emotional intelligence.
- To develop skill for entrepreneurship and self- employment.

Context :

- Skills and knowledge are the driving forces of economic growth and social development of a country. In rapidly growing economies like India with vast and ever-increasing population, there is a severe shortage of highly -trained, quality skilled resources, while on the other large sections of the population possess little or no job skills. Education should always be purposeful, growth oriented and productive. Along with academic qualifications the educational institutes are required to produce dynamic and enterprising youngsters capable of facing the changing times and taking on the toughest technical challenges.

The Practice:

Soft skills development programme is an activity for 3600 development of the students, creating necessary skills for enhancing employability as well as entrepreneurial abilities of students. The activity covers lectures, work-shops and demonstrations by experts. Therefore, the experts from various fields are invited to share their experiences, ideas and skill development techniques. This motivates students for their overall development. To provide education and skill based training

of constantly high standards in the real of Higher Education through innovative and versatile programs that will offer the most viable solution of the current and emerging needs of the students seeking opportunities for professional development in the crucial sectors of employment and entrepreneurship.

This activities designed to help develop person's communication skills, presentation skills, self-esteem, interview skills and many other life skills. It also helps to develop.

There are following context are designed.

Life skills :

- Health and physical fitness.
- Goal setting
- Time and stress management.
- Communication skills.
- Listening and speaking.
- Interview skills.
- Creative Effective Resume.
- Ethics and honesty.
- Innovation and creativity.
- Emotional intelligence, leadership and Teamwork.
- Problem solving and Negotiation skills.
- Self awareness and SWOT Analysis

Entrepreneurship:

- Business plan: concept and elements of business plan concept introduction.
- Characteristics of Entrepreneurs success and failures in Entrepreneurship.
- Schemes for Entrepreneurship.
- Bank Finance-concept and formalities.
- Government of India scheme for promoting Entrepreneurship.

Digital literacy:

- Basic computer skills.
- Introduction to Internet and digital resources for education.
- Online platform for learning and course available.
- Information / Cyber security.

Evidence of success:

The soft skills development programmes have contributed significantly in developing the over all personality of the students. The student who underwent trend in soft skills has benefited a lot from these training programmes. They got confidence to express they says confidently. These students have shown leadership qualities by participating and conducting co-curricular and extension activities on the campus and outside the campus as well. These students also help the faculty in conducting workshop, seminars and other capacity building activities in the college. Several participate in various innovative academic,

cultural and sport activities as a result of the activities under soft skill development programme.

Problems Encountered:

- The lack of exposure to students as they are the first learners in their families.
- That tribal students face the language problem as they speak tribal varieties of language at their home.
- The lack of competence level in the students.
- Limited financial resources to conduct these activities.

Resources required:

- Skill development center
- Computer laboratory/language laboratory.
- Well trained faculties.
- Resource persons from various fields.
- Seminar/conference halls with LCD and internet facilities.

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

7 . 3.1

Pottery the performance of the institution in one area distinctive to its priority and thrust within 1000 word

Response:

Arts Commerce colleges Patansaongi is committed to providing holistic education that not only imports knowledge but also natures skills values and sales of responsibility among its students the institution distinctive performance is highlighted in server priority area, reflecting its dedication to excellence in education and the development of well round at individual

Futuristic learning skills and teaching learning process: Arts commerce College Patansaongi places a strong emphasis on equipping student s with futuristic learning skills. Recognize the demands of the rapidly evolving modern world, the institution constantly updates its teaching learning processes to align with these requirements. The protective approach insurance that students are well prepared to face the challenges of the future.

Value based education and virtuous personality: The colleges over philosophy centers on creating virtuous, meritorious individuals who are not know only academically proficient but also process strong values and ethics the institutions strives to instil essence of self discipline, accountability, and respect for domestic and moral value in its students. These approach said the foundation for the development of professional, creative and human individuals who are prepared to serve humanity.

Focus on professionally and value base education: Arts commerce College Patansaongi stands apart from others by its on unwavering commitment to producing professional students through value base education. This unique approach insurance that students not only Excel academy but also develop d a strong ethical foundation, enabling them to navigate the complexities of modern life with integrity.

Amenities and infrastructure: The college is dedicated to providing to best amenities to enhance students skills, both in academy and extra curricular activities. The institutions infrastructure is designed to create and optimal learning environment. Classrooms, the library and administrative office are carefully structured to promote academy excellence. moreover the college college sports extension ground for out over sport and well equipped indoor game rooms.

Expendable learning opportunities: To broaden students horizon and expose them to real world scenarios Arts commerce college Patansaongi organize guest lecturer and industrial tours through throughout the year. These initiatives provide student with valuable inside to recent development and innovations in various fields. Additionally the institution conducts annual cultural and sports events, providing a platform for students to showcase their concerned talent.

A Commitment to holistic development: The institutions commitment to holistic development is unwavering. It AIMS to nature every except of a students personality, insuring they are whale rounded individual capable of excellence in various dimensions of life.

Arts commerce College Patansaongi distinctive performance lies in its unwavering commitment to providing holistic education that combine future is take learning skills, value based teaching and environment to personal and professional growth. The institutions focus on professionals, value-based education and strong infrastructure sets it a part, making it a become of excellence in the field of education.

Arts commerce College Patansaongi continually strives to empower students to become responsible, ethical and competent individuals who can contributory positively to society and face the challenges of the modern world with confidence and integrity.

5. CONCLUSION

Additional Information :

No Additional information

Concluding Remarks :

Arts Commerce College, Patansaongi Complate the all Basic And Istitutional Informational, QIF 7 Criteria sucessefully submitted. There are so many problem to fill the SSR. More than limitation just like natural disaster, Staff illness, lack of electricity and net problem than SSR filling the late.