

**ANNUAL QUALITY ASSURANCE REPORT  
[A.Q.A.R]  
2010-2011**

**Submitted to:**

**NATIONAL ASSESSMENT & ACCREDITATION COUNCIL (NAAC)**

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**Submitted by:**

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**TULSI BAHUDESHIYA SHIKSHAN SANSTHA'S  
ARTS AND COMMERCE DEGREE COLLEGE**

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**THE ANNUAL QUALITY ASSURANCE REPORT (AQAR)  
OF THE  
INTERNAL QUALITY ASSURANCE CELL (IQAC)  
OF  
ARTS & COMMERCE DEGREE COLLEGE  
FOR THE ACADEMIC SESSION 2010-2011**

**SECTION 'A'**

**THE PLAN OF ACTION CHALKED OUT  
BY THE  
IQAC IN THE BEGINNING OF THE YEAR  
TOWARDS QUALITY ENHANCEMENT AND THE OUTCOME ACHIEVED  
BY THE END OF THE YEAR  
2010-2011**

The IQAC of the College had chalked out the Annual Action Plan in the beginning of the year aimed at the overall development of the college. Ample thrust was given to Quality Measure, Infrastructure and Academic Development of the undergraduate teaching as well as the non-teaching departments. The main proposals in the action plan and the outcome achieved by the end of the year are as follow:

**1. Enhancement of the Research & Research-Oriented activities for teaching staff.**

The Faculty members were motivated for initiating research programs .As a result a Major research project has been sanctioned by the UGC to our Principal Dr.V.A.Bezalwar and also 2 minor research projects were submitted to UGC out of which one has been sanctioned to Dr.C.P.Sakharwade.

**2. Improvement of infrastructure facilities.**

Infrastructure facilities were improved by adding new furniture and equipments in the Class Rooms, Conference Hall, Computer & Other Laboratories. Various new equipments were added to our Modern Gymnasium. Computer Labs have been provided with Power Backup such as generator and Inverter facility. Classrooms are provided with Green Boards.

**3. To Introduce New Career-Oriented (Vocational) Courses at U.G Level.**

The college has introduced new add on Certificate, Diploma & Advance Diploma programs (Sponsored by UGC) in Nursery Teacher Training (NTT), Economics for Self Help Groups (ESHG) and Human Rights Education (HRE) for the benefit of the undergraduate students of all disciplines.

**4. To Promote the participation of Faculty Members in the Orientation Programs, Faculty Improvement Programs, Seminars, Workshops etc.**

The faculty members were encouraged to participate in the Orientation Programs, Refresher Courses, Seminars and Workshops. Such participants were also provided with T.A & D.A by the College.

**5. To adopt the practice of Teaching-Learning through ICT technique.**

Use of ICT tools such as Multi Media Projectors, Slide Projectors and Over Head Projectors has been promoted and practiced by almost every department.

**6. To arrange Faculty Development Programs.**

A seven day workshop was organized by the Institution for both Teaching as well as Non - Teaching staff to acquaint them with necessary Computer skills such as Basic Fundamentals of Computer and MS-Office.

**7. To shift the Gymnasium in a separate Hall.**

The Gymnasium is shifted in a separate hall measuring 1500 sq.ft. Several new fitness equipments are also added to the current ones.

## SECTION 'B'

### **1. Activities Reflecting the Vision and Mission of the Institution:**

- a. To impart the secular education to the students in general and to the underprivileged section of the society in particular.**

The College is catering fully to the needs of Economically Backward and educationally deprived students. Alike past several years this year also the percentage of students belonging to OBC, SBC, SC, ST, NT category comprises of approximately 90% of the total student admitting to the College. Also Provision for reservation for all the students from disadvantaged groups or communities is ensured and practiced as per government norms.

- b. To help and encourage students to face global challenges through development of their overall personality by co-curricular and extra-curricular activities like sports, cultural activities, dramatics etc.**

The students of the final year were trained in communication skills, interviewing and group discussion skills to equip them and enhance their performance during placements. The College has organized workshops on self development such as Self employment, Personality development etc especially for those coming from disadvantaged groups. Also Students coming from socially, economically and educationally backward groups are provided with remedial coaching in the subjects of English, Economics, Financial Accounting & I.T, which enables them to cope up with this global competitive environment.

- c. To inculcate discipline a sense of responsibility, regularity and punctuality so as to make them responsible citizens.**

A Certificate Course in Human Rights Education is also introduced. It has brought a sense of responsibility among the students by making them aware of their rights and duties as a citizen of this nation.

- d. To create a feeling of unity and promote communal harmony among students.**

Various co-curricular and extra-curricular activities such as NSS Camp & College Annual Function, Blood Donation Camp are organized at an institutional level where students can come up and show their hidden talents, which ensures their multifaceted development and responsibility towards the society.

- e. **To create a sense of belonging towards their alma mater so that they can contribute their mite to its development and progress through an ongoing process of mutual interaction.**

The students have enrolled themselves as NSS volunteers and have participated in the community development programs organized by the college.

- f. **To utilize human and natural resources along with the infrastructural facilities of the institution for the overall well being of the students and for the social development of the local/neighborhood community.**

- A 3-days Personality Development & Self Employment workshop is carried out every year for the overall well being of students.
- Adult Literacy Program, Anti-Dowry Awareness, HIV/AIDS awareness, Importance of Breast Feeding, Awareness about Polio, Mal-Nutrition, Family Planning etc are organized for social development of the local community.
- A Our Institution provides Gymnasium Facility to local people on nominal charges.

**2. New academic programs initiated (UG and PG) : NIL**

**3. Innovations in curricular design and transaction : As per R.T.M Uni. Norms.**

**4. Inter-disciplinary programs started**

Our Institution has started Career Oriented Courses of Nursery Teacher Training (NTT), Economics for Self Help Groups (ESHG) and Human Rights Education (HRE) which are inter-disciplinary in nature

**5. Examination reforms implemented : As per R.T.M Uni. Norms.**

**6. Candidates qualified: NET/SLET/GATE etc. : 1 (NET)**

**7. Initiative towards faculty development program :**

The staff is encouraged to attend orientation and refresher courses, departmental meetings, and present papers at national and international conferences/seminars. The

staff is also encouraged to take up and pursue academic research in their respective subjects.

**8. Total number of seminars/workshops conducted** : 1 Career Guidance  
1 Career Orientation  
1 Personality Development

**9. Research projects** : 1 Major Project Ongoing  
1 Minor Project Ongoing

**10. Patents generated, if any** : NIL

**11. New collaborative research programs** : NIL

**12. Research grants received from various agencies** : Agency- UGC

Sr. No	Project Title	Investigator	Amount
1	Nomadic Tribes of India (Life & Literature)	Dr.V.A.Bezalwar	6,03,700/-
2	A study of contribution – “Bhandara District Employment Grantee Scheme”	Dr.C.P.Sakharwade	15,000/-

**13. Details of research scholars** : NIL

**14. Citation index of faculty members and impact factor:** NIL

**15. Honors/Awards to the faculty :**

**Dr.A.S.Mohabansi in Sociology & Dr.C.P.Sakharwade in Economics & Dr. Ram Chaudhary was awarded Ph.D and Asst. Prof. Mr. Gondane has cleared NET examination.**

**16. Internal resources generated : NIL**

**17. Details of dept. getting SAP, COSIST /DST. FIST, etc: NIL**

**18. Community services :**

- 1. 100 students both boys and girls have registered as volunteers for National Service Scheme for the academic year 2010-11.**
- 2. 50 students both boys and girls along with the NSS program officer participated in the 7 day NSS camp held at nearby village called 'Saleburdi'.**
- 3. 15 students have extended their helping hand and co-operated in Pulse Polio Program held on 23<sup>rd</sup> Jan. 2011 at Primary Health Centre, Shahpur.**
- 4. Blood Donation Camp was organized under NSS Camp on 27<sup>th</sup> Jan. 2011 in Collabaration with Dr.Hedgewar Blood Bank, Nagpur.**
- 5. 5<sup>th</sup> Sep. 2010 was celebrated as Teacher's Day where the volunteers spoke on the role of teachers and appreciated the commitment of our teachers.**
- 6. 8<sup>th</sup> Sep. 2010 was observed as International Literacy Day and a seminar was organized in this connection.**
- 7. 2<sup>nd</sup> Oct. 2010 was observed as International Non-violence Day on the occasion of Gandhi Jayanthi.**
- 8. 24<sup>th</sup> Nov. 2010 was observed as Women's Day.**

**19. Teachers and officers newly recruited : 03**

**20. Teaching – Non-teaching staff ratio : 2:1, (16:8)**

**21. Improvements in the library services :**

Literature searching and book lending services are effectively facilitated. Separate Reading Room is efficiently maintained. Reprographic facilities are made available especially for students in the library.

**22. New books/journals subscribed and their value:**

During the current academic session, 1950 volumes of books and 12 journals, costing approx. Rs.10,00,000/- were added.

**23. Courses in which student assessment of teachers is introduced and the action taken on student feedback:**

Student assessment of teachers is taken in the Course of B.A & B.Com. Based on the students feed back the teachers are counseled accordingly to take measures for overcoming their shortfalls.

**24. Unit cost of education:**

- |   |                |
|---|----------------|
| (a) Unit cost of education (With salaries)    | = Rs. 11,870/- |
| (b) Unit cost of education (without salaries) | = Rs. 848/-    |

**25. Computerization of administration and the process of admissions and examination results, issue of certificates:**

The administrative wing of the college is centralized and the processes of general administration, admissions, examination results, issue of certificates has been partially computerized and automated.

**26. Increase in the infrastructural facilities:**

- a) All the remaining Classrooms in the College Building are provided with Ceiling Fans.
- b) A Jumbo Size refrigerator is provided on demand of Home Economics Lab.
- c) Magazine Stand, Book Racks, Book Cases, Almirahs, Podium, Teacher Tables, File Cases, Desk-Benches are purchase for library, various laboratories, Conference Hall, Classrooms and Offices.



- d) All the Black Board/Chalk Boards in the Classrooms are replaced with Green Boards and White Boards.

### **27. Technology up-gradation:**

- a) 2 Laptop Computers were purchase for various administrative and academic purposes
- b) 2 Dual Core & 1 i-3 Desktop Computers were purchase especially for Career Oriented Courses
- c) 4 Intel i-3 Desktop Computers were purchased especially for Career Counseling Cell.
- d) 5 Desktop Computers with i-3 processors, printer, scanner, Licensed Operating System, Licensed M.S – Office, Legal Antivirus were purchased and established in Network Resource Centre.
- e) The systems were upgraded with C-language software in the B.Com-IT Computer laboratory.
- f) Generator Facility is established for Overcoming Electric Power Failures and Electric Power Load-Shedding.
- g) Sony Handycam is purchased for capturing videos and images during various college events.
- h) A separate photocopier machine has been installed for the Library.
- i) Document Camera Cum Visualizer, LCD-LED 3D Television, Electronic Copy Board etc are added as the technology up gradation tools.

### **28. Computer and internet access and training to teachers and students:**

Broadband internet facility is made available in the Centralized Computer and I.T laboratory. All teachers and students of various Department are provided with free internet facility and computer use at the Centralized Computer laboratory. Our faculty and students make use of all these facility to enhance their knowledge and improve computer skills.

### **29. Financial aid to students:**

#### **Fee Concession:**

All the Students coming to our College from the socially & economically backward classes are given admission without charging any admission fee. These fees are borne by the College on behalf of Student.

Fee concessions for the year 2010-11 was Rs. 9000/-

**Conveyance Allowance to BPL Students:**

Students coming to college from above 10 km distance(One way) and coming under BPL are provided Rs. 500/- per month as conveyance allowance.

40 Students availed this Conveyance Allowance of amount summing Rs. 1,20,000/-

**Accommodation to Students on Rental Basis:**

2 BPL Students are provided with house rent of Rs. 14000/-

**30. Activities and support from the Alumni Association:**

**Alumni:**

Members of the Alumni visited the college and interacted with the students and shared their experiences. They counseled the students on their career and academic pursuits.

**31. Activities and support from the Parent-Teacher Association:**

Every year Parent-Teacher meet is conducted.

**32. Health services:**

Medical and Physical Checkup of students is done every year.

**33. Performance in sports activities:**

**A] Performance at Zonal Level**

(i)Volleyball: Our College Team stood Runner Up in the University Zonal Level Volleyball Tournament.

(ii)Cricket:           **Our College Team participated in University Zonal Level Cricket Tournament.**

(iii)Athletics:       **Our College Team participated in University Zonal Level Athletics Tournament.**

#### **B] Intra College Tournaments:**

Intra College Tournaments were organized for all sections of various courses. During this sports such as Cricket, Volleyball, Kho-Kho, Athletics, Disc Throw, Long Jump, Chess, Carrom etc were organized and all the students participated with utmost zeal and enthusiasm.

#### **34. Incentives to outstanding sportspersons:**

The college grants fee concessions and award them with suitable prizes to encourage outstanding sports persons.

#### **35. Student achievements and awards:**

##### **(A) Academic**

- 1) **Ku. Jayshree M. Bhure secured 3<sup>rd</sup> merit in the University in M.A – Political Science Exam.**
- 2) **Ku. Archana V. Khandekar secured 12<sup>th</sup> merit in the University in M.A – Political Science Exam.**

##### **(B) Cultural**

- 1) **Group of 8 Students of Our College stood 2<sup>nd</sup> Runner Up in Folk Dance during District Level Cultural Competition held at Tumsar, Dist. Bhandara (M.S) on 11<sup>th</sup> Oct. 2010.**
- 2) **Group of 10 students participated in University Level Group Dance Competition held at Nagpur University on 13<sup>th</sup> Oct. 2010.**
- 3) **Our College students won the District Level Group Singing Competition.**

**(C) N S S:**

100 students both Boys and Girls have enrolled themselves for National Service Scheme for the year 2010-11.

1. N.S.S Volunteer Ku. Priyanka K. Kawade of B.A – III was selected and participated in the Pre-Republic Day Camp held in Mumbai.
2. N.S.S Volunteer Ku. Swarnmala S. Barve of B.A - II was selected and participated in the Pre-Republic Day Camp held in Mumbai.
3. Various students have participated in University Level NSS Camp held at N.J.Patel College Mohadi, Vidharbha College Lakhni, Umathe College Nagpur.

**36. Activities of the Guidance and Counseling unit:**

The teachers of the department take keen interest in guiding, counseling and mentoring the students. They get personal attention from the teachers in their academic and curricular problems.

**(A) Career Guidance & Placement Cell**

- a) A Campus Recruitment Drive was organized by the college wherein Jugular Pharmaceutical Company from Raipur (C.G) has conducted interviews for the post of Marketing Executives. In this drive 2 students from B.B.A – III.
- b) Organized Seminar on Career Guidance by Advo. Sohan Zade on 09<sup>th</sup> Dec. 2010.
- c) A “Career Orientation Workshop” was organized on 21<sup>st</sup> Feb. 2011.
- d) A Personality Development and Self Employment Workshop of 3-days was organized in the Month of February 2011.

**37. Placement services provided to students:**

A Campus Recruitment Drive was conducted by Jugular Pharmaceuticals for the Post of Marketing Executives. Two Students from B.B.A – III were selected in this drive.

**38. Development programs for non-teaching staff:**

The development programs for non-teaching staff were organized by the college in use of computers by the Department of Information Technology.

**39. Healthy practices of the Institution**

- a) Free of charge Remedial Coaching for students on Tough Subjects.
- b) Provision of Conveyance Allowance to Financially Weak and BPL Students.
- c) Provision of House Rent Allowance to Students sponsored by UGC.
- d) Free of charge Career Oriented Courses for Undergraduate Students.
- e) Personality Development & Self Employment workshops for students.
- f) 100% Transparency in admission process.
- g) Spreading Human Rights Awareness among Students & Local Community.
- h) Educational & Industrial Tours for Students.
- i) Reservation policy for S.C, S.T, O.B.C etc are practiced completely.
- j) Orientation of Teaching & Non-Teaching Staff on ICT usage.
- k) Every year a 7 Day NSS Camp is organized at Nearby Villages.

**40. Linkages developed with National / International, academic / Research**

**Bodies:** NIL

**41. Any other relevant information the institution wishes to add:** NIL

## SECTION 'C'

### **Detailed Plans of the Institution for the Next Academic Session**

We are prepared to undertake new programs for the next academic year; we have chalked out a series of programs to strengthen the curricular and other activities of the college.

- 1. To construct Girls Hostel with accommodation capacity for 60 girls.**
- 2. To Introduce UGC - Career Oriented Programs of a) Library Management, b) Computer Literacy & Office Automation & c) Computerized Accounting.**
- 3. To start Campus Placement for Under Graduate & Post Graduate Students.**
- 4. To setup and start UGC - Career Counseling Cell.**
- 5. To setup & start UGC - Network Resource Centre.**
- 6. To conduct awareness program for students on MPSC/UPSC Preparation.**
- 7. To organize Public Awareness Camp on "Human Rights & Duties".**
- 8. To depute as many faculty members as possible to participate in the orientation, faculty improvement programs, seminars, workshops etc.**
- 9. To introduce the software for automation and create database of students.**
- 10. To organize "Library Exhibition" on various subjects & themes.**
- 11. To make provision of Water Cooler with Aqua Guard for separately for Staff members and Students.**
- 12. To strengthen existing ICT equipments & infrastructure.**
- 13. To well equip Home-Economics Laboratory.**
- 14. To Install Biometric Attendance System for Staff Members.**