



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution	
	Hon. Shri. Annasaheb Dange Arts, Commerce and Science College, Hatkanangale
• Name of the Head of the institution	Dr. Yojana Vasanttrao Jugale
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02302483521
• Mobile no	9422040114
• Registered e-mail	iqacadaccollege@gmail.com
• Alternate e-mail	yojanajugale@gmail.com
• Address	Near Water Tank, on Hatkanangale- Ichalkaranji Road
• City/Town	Hatkanangale, Tal- Hatkanangale, Dist- Kolhapur
• State/UT	Maharashtra
• Pin Code	416109
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	Grants-in aid																								
• Name of the Affiliating University	Shivaji University, Kolhapur																								
• Name of the IQAC Coordinator	Mr. Digambar Sukhadeo Kulkarni																								
• Phone No.	02302483521																								
• Alternate phone No.	02302483521																								
• Mobile	9823093043																								
• IQAC e-mail address	iqacadacscollege@gmail.com																								
• Alternate Email address	dskulkarni528@gmail.com																								
3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.adacsc.in/3.%20AQAR%202019-20%20(Accepted).pdf																								
4.Whether Academic Calendar prepared during the year?	Yes																								
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.adacsc.in/Academic%20Calendar%202020-21.pdf																								
5.Accreditation Details																									
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>B</td> <td>73.25</td> <td>2004</td> <td>03/05/2004</td> <td>02/05/2009</td> </tr> <tr> <td>Cycle 2</td> <td>B</td> <td>2.78</td> <td>2012</td> <td>05/01/2013</td> <td>04/01/2018</td> </tr> <tr> <td>Cycle 3</td> <td>B+</td> <td>2.53</td> <td>2019</td> <td>28/03/2019</td> <td>27/03/2024</td> </tr> </tbody> </table>	Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	B	73.25	2004	03/05/2004	02/05/2009	Cycle 2	B	2.78	2012	05/01/2013	04/01/2018	Cycle 3	B+	2.53	2019	28/03/2019	27/03/2024	
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to																				
Cycle 1	B	73.25	2004	03/05/2004	02/05/2009																				
Cycle 2	B	2.78	2012	05/01/2013	04/01/2018																				
Cycle 3	B+	2.53	2019	28/03/2019	27/03/2024																				
6.Date of Establishment of IQAC	30/08/2004																								
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,																									

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Sports	Development Funds for Gymnasium for Gym	Jilha Krida Adhikari Karyalaya Kolhapur (District Sports Office Kolhapur)	2021	500000
8. Whether composition of IQAC as per latest NAAC guidelines		Yes		
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 		View File		
9.No. of IQAC meetings held during the year		02		
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 		No		
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 		View File		
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?		No		
<ul style="list-style-type: none"> • If yes, mention the amount 				
11. Significant contributions made by IQAC during the current year (maximum five bullets)				
IQAC contributed by Preparing the Academic Calendar of the Institution				
IQAC contributed by encouraging all departments to conduct national Webinars				
IQAC contributed by preparing work guidelines for all portfolio committees				

IQAC Contributed through organizing Environmental Audit, Green Audit, Energy Audit, Internal Academic Audit of the departments, etc.

Participation in AISHE is one more significant contribution of IQAC And Preparation of AQAR of the previous year is one more contribution of IQAC.

12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
To organize National Webinars	Eight Webinars were organized
To Submit the AQAR of 2019-20	AQAR submitted and accepted by NAAC
To Participate in AISHE	Uploaded all the data for 2020-21 and got Certificate
To integrate ICT & LMS in Teaching Learning	Zoom, Google Meet, Google Classroom & You Tube Channels were used
To conduct Environment Audit, Energy Audit, Green Audit, Water Audit and Academic Audit	All these Audits have been done and got reports
To prepare a work-guideline for all portfolio committees	Guidelines were prepared and given to all conveners
To achieve academic excellence in terms of Merit	Two students stood in the University Merit List and overall results were good
To submit proposals to various funding agencies for enhancing Sports Facilities in the college	Two proposals were submitted and got approved (Rs. 67.50 Lakh from Govt. of Maharashtra & Rs. 05 Lakh from Kolhapur District Sports Office)

13. Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee (CDC)	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	31/01/2022

15. Multidisciplinary / interdisciplinary

Being an affiliated college, we have to follow the curriculum prescribed by Shivaji University Kolhapur. As the NEP is a recent introduction, nothing happened in this regard during the academic year 2020-21. As and when Shivaji University, Kolhapur introduces the multidisciplinary or interdisciplinary curriculum, the HSADACS College will strictly abide by it. However, at present, as per Shivaji University curriculum structure, the students of B.A. II year have an option to study four IDS- Interdisciplinary Subjects (History of Social Reforms in Maharashtra, Public Administration, Cooperation, and Tourism Geography) in the institute. Besides, the institution provides multi-faculty education through arts, commerce, and science streams, and currently, it offers four UG courses and three PG courses. Thus, we have a good opportunity to implement multidisciplinary or interdisciplinary courses as and when the affiliating university provides a curriculum implementing MDS/IDS structure.

16. Academic bank of credits (ABC):

Ours is an affiliated institution, so we have to implement the directions issued by Shivaji University Kolhapur in implementing the procedures of the Academic Bank of Credits (ABC). Since ABC is a newly developed platform, we as faculty members and administrative people have attempted to understand this new concept and the virtual platform theoretically. Our small efforts of understanding the concept and platform of ABC enhance our knowledge of the Digilocker framework, credit accumulation, and credit transfer procedure and the role of the institution in the creation of the Academic Bank of Credits (ABC) account for students. From the above description, it is inferred that we are theoretically acquainted with the ABC, but still, we are waiting for university notification of its practical implementation.

17. Skill development:

As stated earlier HSADACS college is an affiliated institution and hence, it has no freedom to design the curriculum for Skill Development courses. However, the college introduces a few skill development courses at the institutional level, and for this purpose; the institution collaborates with local agencies. During the academic year 2020-21, the institution introduced a few skill development courses such as Tally, GST, etc. Besides, the college organizes various webinars and workshops that touch upon various skills.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

HSADACS College offers most of the programs in the regional language i.e. in Marathi, one of the prominent and prestigious languages in India. The institution runs three language departments (Department of Marathi, Hindi, and English) since its establishment, and through these departments; the institution integrates the Indian Knowledge system. These departments offer programs in Marathi Literature, Hindi Literature, and English Literature and the curricula of these programs shed light on Indian culture and Indian languages. Besides, the literary associations, Library committee, cultural committee, and sports department organize various events and programs such as celebrations of various days- Marathi Rajbhasha Din (Marathi Day), Hindi Day, Teacher's Day, Vachan Prerana Day (Reader Inspiration Day) cultural events, a celebration of traditional days, International Day of Yoga, etc. These are some efforts by which the institution always tries to integrate the Indian Knowledge system.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

HSADACS College offers four UG courses (B.A., B.Com. BCA & B.Sc.) and three PG courses (M.A. in History, M.A. in English, and M.Com) and for these courses, we strictly follow the curricula prescribed by Shivaji University, Kolhapur. These prescribed curricula focus on its outcome in terms of enhancing abilities, knowledge, and skills, etc. The syllabus copies of all programs clearly mention their learning objectives and learning outcomes and suggest some methods for verifying their attainments. One of the best ways of assessing the attainments of outcomes is Continuous Internal Evaluation. The institution prepares the CIE calendar and strictly adheres to it throughout the year. Besides, the institution has prepared the Program Outcomes (POs), Program Specific Outcomes (PSOs), and Course Outcomes (COs) and displayed the same on the institutional website for its widespread.

20.Distance education/online education:

Due to frequent lockdowns and Covid Pandemic Situation, online education became mandatory during the academic year 2020-21. Using various apps and LMS, the faculty members and the students actively participated in Teaching-Learning and Evaluation process. By using Whatsapp, Zoom, Google Meet, Google Classroom, YouTube channels, and a few administrative apps, all faculty members delivered their curriculum effectively throughout the year. So the institution is well prepared in this regard. As far as concerned with distance education, the institution (being affiliated) has no chance to offer programs in distance mode.

Extended Profile

1.Programme

1.1	342
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	960
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	810
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	303
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	44
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	44
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	18
Total number of Classrooms and Seminar halls	

4.2	1008199
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	40
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution contributes to the development of the curriculum by deputing faculties to the BOS meetings at the university. For ensuring effective curriculum delivery, the institution adopts the following measures and procedures:

1. The institution prepares academic calendars and time-table and displays the same at the very beginning of the academic year.
2. Faculty members prepare their teaching plans at the beginning of each term and they also prepare syllabus completion reports and submit the same to the institution through HoDs at the end of each term.
3. For effective delivery of curriculum, faculty members adopt traditional as well as multimedia tools during their lectures. Departments and classrooms are well equipped with ICT infrastructure (computer, internet connectivity, LCDs). Further, it is supplemented with social media tools and LMS such as Whatsapp group, Google Classroom, Zoom App, YouTube, etc).
4. The attainment of the objectives of the curriculum is measured through organizing regular tests, seminars, and group projects at the department level. Each department collects and analyses feedback on the curriculum from students.
5. Students are encouraged to use the departmental libraries, laboratories, LMS, etc. Faculty members are also encouraged to participate in the workshops on the revised syllabus, FDPs & seminars to enhance their knowledge and skills.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.adacsc.in/1.%20AQAR%20Documents/1.1.1%20F.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Yes, the academic calendar which is prepared in tune with the university calendar is strictly implemented. The calendar includes teaching days, holidays, tentative dates of examination, co-curricular and extracurricular activities, etc. The examination coordination committee monitors the process of continuous internal evaluation. This committee prepares a CIE calendar including practice tests, seminars, projects, etc, and asks all the departments to conduct CIE at the department level. The head of the institution reviews the process and progress regarding CIE during her meeting with the Examination Coordination Committee and the

regular staff meeting. In order to enhance student performance in such internal evaluation, the faculty members provide study materials including question banks and old question papers for practice purposes. As per instruction, the institution conducts semester examinations of first-year students at the institutional level and forwards the result to the university for further process. The examination coordination committee plays a leading role in this matter as it prepares the schedule of the examination including the setting of question papers, conducting of the examination, and forwarding results to the university. Due to the pandemic and continuous lockdown, the affiliated institutions were asked to conduct examinations online by using objective question paper patterns. Regarding this, the examination coordination committee conducted frequent meetings and planned schedules.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.adacsc.in/29092020%20Hon.%20Shri%20Annasaheb%20Dange%20clg.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

17

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

06

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

242

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

1. The prescribed curriculum effectively integrates cross-cutting issues relevant to ethics, gender, human values, and environment,

etc. The subjects (papers) like Environmental studies (for B.A.II, B.Com.II, B.Sc.II, and BCA II) and Indian Constitution (Under Compulsory Civic for BA III, B.Com. III, B.Sc.III, BCA III) have been made compulsory. Through these papers, cross-cutting issues relevant to the environment and sustainability, ethics, and human values are integrated.

2. Besides, through the various portfolio committees viz. Women Empowerment Cell, Lead College Scheme, NSS, etc, the institution organizes different workshops, lectures, or activities addressing the issues of environmental degradation, environment conservation, energy-saving awareness, women security and laws, women health issues, cleanliness drives, tree plantation, health check-up and blood donation camps, etc. (List is enclosed).

3. Various days namely Indian Constitution Day, World Environment Day, World Population Day, World Labor Day, Independence Day, World Women's Day, etc have been celebrated and in these ways, the cross-cutting issues relevant to gender, professional ethics, human values, and environment are addressed and integrated.

4. Online Webinars on Compering Art, Placement, Environment, DCPS Scheme, etc, have been organized during the year.

5. Through Mentoring, each faculty member counsels all the mentees formally and informally too. This counseling addresses some of the cross-cutting issues related to gender and human values.

6. A few measurements such as Energy Audits, Environment Audits, and Green campus Audits were taken to know about cross-cutting issues relevant to Environment and activities (webinars, lectures) were organized to address gender and health issues.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

09

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

394

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	http://www.adacsc.in/2.%20AQAR%20Documents/1.4.1%20F.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken
---	--

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://www.adacsc.in/3.%20AQAR%20Documents/1.4.2%20F.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

960

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

543

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Through general aptitude tests, mentors' interactive sessions and classroom activities such as group discussion and unit tests, the institution assesses the learning levels of students and then,

organizes various special programs for slow and advanced learners.

1. Programs for Slow Learners: A) Each department has introduced a foundation course of 20 contact hours to discuss the basic concepts, ideas, and theories associated with the opted subjects. B) Each faculty members organize revision sessions on the covered topics by the end of every month. Students are given home assignments after the revision sessions. The college also organizes unit tests to map out the performance of the students C) Remedial Teaching is also implemented for weaker students.

2. Programs for Advanced Learners: A) Advanced learners are deputed in various workshops and seminars at regular intervals. Besides, study tours, industrial visits, and field/issue-based project programs are organized for both slow and advanced learners every year. They are also exposed to the various activities organized by reading and writing clubs, literary associations, and study centers at college levels. B) The institution has been running the competitive examination guidance cell and through this cell, the advanced learners are exposed to regular classes, lecture series, and talk shows on preparing for civil and state service examinations.

File Description	Documents
Paste link for additional information	http://www.adacsc.in/3.%20AQAR%20Documents/2.2.1.pdf
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
960	36

File Description	Documents
Any additional information	View File

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

Teaching-learning has been made student-centric through the

following initiatives:

A) **Experiential Learning:** Students are encouraged to participate in role play and peer teaching activities. The course entitled Environmental Studies is compulsory for second-year students across all streams (Arts, Commerce, Science, and BCA) including Group projects and Field Visits. B) **Participative Learning:** All departments organize group discussions, debates, and student seminars. Students are motivated to participate actively in these activities. C) **Problem Solving:** Students' projects and case studies have been implemented in the science stream. The departments of Chemistry, Physics, and Geography, etc have practical works. Besides, students are encouraged to participate in lead college workshops and webinars, study tours, and cultural activities such as the celebration of teachers' day, Marathi Language day, Hindi Day, etc. These programs are indicatives of participative learning methods. During the year, teachers prefer to use multimedia tools in the teaching-learning process. Whatsapp groups, google classroom, and youtube channels, etc have been used in the teaching-learning process.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://www.adacsc.in/1.%20AQAR%20Documents/1.1.1%20F.pdf

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

- Integration of ICT in teaching-learning has been done through PowerPoint Presentation Techniques and audio-visual practices. About 50% of lectures were delivered through PPTs and the faculty members from the departments of History, English, Geography, and Marathi have supplemented their teaching topics with audio texts, video lectures, movies, and pictorial materials downloaded from internet sources.
- Social Media Tools and Learning Management systems (LMS) have been integrated along with the traditional chalk-and-talk method. All faculty members have created a Whatsapp group for disseminating curriculum-related information. Lectures have been delivered through Zoom, Google Meet, etc. Google Classroom has been used as part of LMS.
- All departments are well equipped with computer and internet

connectivity. Departmental students have been provided easy access to the internet facility for downloading curriculum-related material.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

37

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

37

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

12

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

1. To get transparency and wide publicity for internal assessment, the examination coordination committee prepares an annual calendar of examinations in tune with the institutional academic calendar and displays it on notice boards.
2. At the beginning of curriculum delivery, every faculty member familiarizes their students with the whole curriculum, the nature of question papers, and the internal evaluation system. Besides, students are made aware of the classroom tests, seminars, and other internal evaluation methods through classroom notices drafted by the concerned department and examination coordination committee.
3. The institution has developed a collection of scanned copies of question papers of previous examinations for students' self-practice purposes.
4. Through the students' mentoring system, each mentor organizes monthly meetings with their mentees and discusses academic and

evaluation-related issues.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.adacsc.in/3.%20AQAR%20Documents/2.5.1.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

1. At the institutional level, the college has developed a good mechanism to deal with the university as well as internal examination-related grievances efficiently. For sorting out university examination-related grievances, the institution has created the examination help desk in the office where one clerk looks after the grievances like errors in the examination form submission process, odd numbers, non-issuing of hall tickets, wrong subject nominations in the hall ticket, non-submission of term work marks, etc. All the registered grievances of students are forwarded with clarifications and justifications to the examination department at Shivaji University Kolhapur for further processing.
2. The grievances like non-availability of question papers or wrong distribution of question papers, non-availability of the summary sheets, etc have been incorporated with Shivaji University immediately through the mail and telephonic communications.
3. For the redressal of grievances related to internal examination, the examination coordination committee takes initiatives to address all types of complaints regarding examination misconduct. For achieving transparency and timely redressal to all types of grievances including internal assessment, the institution has maintained a complaint register and also installed suggestion boxes on the premises.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Yes, the institution has stated the program outcomes (POs), program-specific outcomes (PSOs), and course outcomes (COs) of all programs on its website for getting wide publicity for the learning outcomes. Presently, the institution offers B.A., B.Com, B.C.A., and B.Sc. programs at the UG level and M.A. (History), M.A. (English), and M.Com. at PG level. All these programs are affiliated with Shivaji University Kolhapur and hence the institution follows the university-prescribed syllabus for all programs. The university itself has stated the course outcomes of each subject/paper at the very beginning of the curriculum. Our college keeps copies of syllabi in all departments and also in the central library to make all students acquainted with the prescribed curriculum and its outcomes. Besides, in tune with the course outcomes stated by the university, all HoDs in consultation with their assistants have drafted the program-specific outcomes (PSOs) and Course Outcomes of all subjects (COs) and displayed them through the display boards in their departments as well as on the institutional website.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.adacsc.in/POs,%20PSOs,%20COs.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

1. All HoDs and faculty members are asked to conduct continuous internal evaluation (CIE) regularly at the department level to measure the attainment of all outcomes and the examination coordination committee conducts preliminary examinations prior to the university examination for the same purpose. Accordingly, each department organizes unit tests, mid-tests, seminars, group projects, etc, and ensures the attainment of program and course outcomes. The examination coordination committee prepares a brief report that includes the result analysis of the university (Semester) examination that helps to ensure the learning outcomes.
2. The institutional feedback committee distributes all types of feedback proforma including feedback on curriculum, teacher's performance, and support services at regular intervals and collects the filled-in proforma, and analyses them to ensure the shortcomings, barriers, and outcomes of all efforts.
3. The placement cell organizes a brief survey on pass-out

students to get knowledge of students' progression and their current status every year and prepares a brief report on this survey and submits it to the institution. Through this report, the institution ensures the attainment of the program outcomes and the learning outcomes as the students have got employment and also progressed to Higher Education.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

285

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://www.adacsc.in/NAAC_Document_24_11_2022/2.6.3%20Final%20U.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<http://www.adacsc.in/4.%20AQAR%20Documents/2.7.1.pdf>

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 year (INR in Lakhs)

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

797100

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

06

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

01

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	www.ugc.ac.in

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Through the following initiatives and activities, the institution has created an ecosystem for creating and transferring knowledge to the students.

1. For promoting research culture, the institution has established four research-cum-study centers under the names of great Indian personalities. Students are enrolled in Chh. Shivaji Maharaj History Study Centre, Mahatma Gandhi Study Centre, Dr. Babasaheb Ambedkar Study Centre, and Annasaheb Dange Study Centre at the very beginning of every academic year. These four study centers offer course work to the enrolled students and they are exposed to essay writing and research project activities during the whole academic year.
2. The institution has developed three Science Laboratories, one Geography lab, one computer lab, a Language lab, and a good botanical garden for organizing curriculum-related practical exercises.
3. For transferring knowledge to the students and research scholars, the institution has made a provision of a ResearchRepository Section in the central library wherein research theses, MRP theses, published books/research journals, and department-wise published research articles in the spiral binding form are kept as reference materials for future research.
4. For accessing e-resources the institution has subscribed N-LIST INFLIBNET facility and also created accounts of all teachers at the NDL service that offers access to e-resources

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.adacsc.in/FrmInf.php

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

08

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

03

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

10

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

07

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

For promoting the regular engagement of students, staff, and faculty with the neighborhood community, the institution organizes a number of extension activities through NSS and other committees. Such activities are summarized here as follows:

1. Cleanliness drive under Swachh Bharat Abhiyan was organized on 3rd October 2020 at a nearby village. About twenty-five students actively participated in this activity.

2. In order to create awareness about rights and duties among the students, National Voters Day was celebrated on 25th January 2021.

3. Covid Vaccination awareness program was organized on 12th March 2021. The importance and need of being vaccinated were focused through this program.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

01

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

08

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

448

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

08

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

8

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Classrooms: The institution has about 18 classrooms. Nine departments are well equipped with green boards, computers, printers, LCD projectors, audio-visual aids, and internet connectivity. Besides, the CPU, LCD projectors, and screens with audio devices have been installed permanently in nine classrooms.

Library: The institution has an automated library enriched with books, ebooks in PDF, research journals, and e-journals. Besides, nine departments have developed their own smaller and purpose-built departmental libraries. The library has developed a Research Repository Section to transfer the research outcomes. The library has four computers with internet and SOUL 2.0 software, a printer, and a Xerox machine.

Laboratories and Botanical Garden: Three well-equipped science laboratories (with the reagent, instrumental and lab analysis tables, conductometry, potentiometry, and polarimetry instruments, liquid and solid chemicals and glass wares, microscopes, plant materials, and specimen bottles,), one Geography lab, one computer lab, and a botanical garden.

Support Facilities: The institution has separate reading room facilities for boys' and girls' students in the library. There is one seminar hall having an ICT facility and a seventy-seat arrangement in the new building.

ICT Infrastructure: The institution provides internet connection to all departments, administrative blocks, library, and computer lab through LAN for teaching-learning purposes.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.adacsc.in/FrmInf.php

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Indoor Game Facilities:

Gymkhana Building: The institution has constructed a huge Gymkhana building of 5000 Sq. feet (100 x50 ft). It includes space for board games- Chess and Carom, badminton and table tennis courts, etc.

Sports Equipments: The institution has two chess boards, two chess mats, two international grade digital chess clocks, two champion boards and two semi-champion boards, five carom coin sets, five strikers, four badminton rackets, four plastic shuttlecocks, four feathered shuttlecocks, four table tennis paddles, four tennis balls, two table tennis tables, two net, and posts.

Outdoor Game Facilities: We have 200 meters running track, two Kabbadi Courts (11 × 8m) for boys and girl students, two Volleyball Courts (18 × 09m), one handball court (40 × 20 meters size) with a movable set up and the Kho-Kho field (30×19 meter size), etc.

Gymnasium: The institution has a Four Multi-station Gym Unit with gym equipment such as a weight lifting set, jumping pads, six station pulley machine, dumbbells, etc. There is a space with the necessary amenities to practice yoga, meditation, and other fitness activities in the sports building.

Cultural Activity: The institution has one seminar hall which is used as a recreational hall for practicing and performing cultural activities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.adacsc.in/FrmInf.php

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

18

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.adacsc.in/FrmInf.php
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

124795

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

a) SOUL 2.0: The process of library automation is carried out by using library management software SOUL 2.0. Currently, we have one server computer and three client computers and SOUL 2.0, the library management software is installed to record all types of library transactions. This software is used for the following activities: a) Issuing and returning the books, b) cataloging the books, and c) Maintaining the Membership Register, etc.

b) OPAC system: One computer having an OPAC system is placed at the entrance of the library for catalog accessing and searching the location. The availability of books in the library can be searched under the titles of books, author's name, and subject by using this OPAC system.

c) Electronic Resources Management System: The institution has subscribed to the membership of INFLIBNET and N-LIST facilities. Besides, the library has registered itself to NDL (National Digital Library). Through these subscriptions and registration, at present, the institution has access to research journals and e-books that are useful in teaching-learning and research activities.

d) Bar Code Reader: The institution has purchased a bar code reader to carry out daily library business. It is used for keeping records of purchased books, issued and returned books, MIS purposes, etc.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://www.adacsc.in/Library_Home.php

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

25400

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

07

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institution offers good IT facilities for academic as well as administrative purposes through the installation of proper IT tools and software in classrooms, departments, laboratories, library, and administrative blocks. At present, nine departments are well equipped with IT facilities such as computers with internet connectivity and other peripherals including printers, scanners, LCD projectors, and audio devices in our college. About fifty percent of the academic work (teaching-learning) has been carried out through these IT facilities in the forms of PowerPoint Presentation Techniques (PPTs), Screening the topics, etc. Through internet service, all the departmental students have been provided easy access to e-learning resources such as research articles on the internet, PDF or e-books, and Wikipedia and other internet databases. Besides the departments, all classrooms have been upgraded and made well equipped with CPU with Wireless Mouse and Keyboard, LCD Projector, Screens, and internet facility for enhancing the teaching-learning experience in the classroom. Apart from that, the institution provides IT facilities through a computer lab and language lab for developing a better learning atmosphere.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

45

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

D. 10 - 5MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

124795

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Laboratory: The institution has three Science labs, one Geography lab, and one computer lab. Optimum utilization of these laboratories is ensured by the coordinators of the lab, the Head of the concerned department, and the Principal of the college. The schedules of laboratory work are prepared and displayed at the very beginning of the term.

Library: The institution has formed Library Advisory Committee including the Principal as Chairman, Librarian as member Secretary and a few other senior faculty members and office staff. The committee plans various ideas and utilization schedules of library resources in the first meeting and reviews them in the term end meeting. The reviewing ensures the utilization of library sources.

Sports Complex: The institution has formed the Gymkhana Committee with the Physical Director as the coordinator of this committee. The Physical Director displays an annual calendar of sports events and ensures the utilization of all sports equipment by maintaining a user register.

Classrooms and Computers: The facilities and amenities such as computers, internet connectivity, printers, LCD projectors, etc. belonging to departments are under the planning and care of those departments, though the maintenance services are common for the

whole college. For systematic and optimal use of these facilities, the HoDs prepare the plans and maintain the user registers.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

437

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

22

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

B. 3 of the above

File Description	Documents
Link to Institutional website	http://www.adacsc.in/6.%20AQAR%20Documents/5.1.3.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

101

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

101

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent

A. All of the above

mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

00

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

41

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

01

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

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 year

5.3.1.1 - 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 year.

00

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities through the student council, Internal Quality Assurance Cell (IQAC), Anti-Ragging Committee, Internal Complaint Redressal Cell, Cultural Committee, Alumni Association, and Various departmental Associations, etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

03

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

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

Yes, the institution has a registered Alumni Association and through this association, the institution organizes the alumni meeting once a year to cater to their needs. This helps us track the progress of our alumni. Their reports also help us to encourage our students to make progress in the same direction. Especially, outstanding alumni are always a point of pride for each department of our college.

File Description	Documents
Paste link for additional information	http://www.adacsc.in/6.%20AQAR%20Documents/5.4.1.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Hon. Shri. Annasaheb Dange ACS College was established in 1998 with the vision-"May the darkness of ignorance disappear (duritanche timir javo)" and the mission-"To mould a self-reliant generation through value-based education with a pride and predilection of our cultural heritage and undertaking personality development through the mingling science, culture and philosophy". The institution has defined certain goals at the time of its establishment and these goals are a) development of society through quality education, b) the spreading of education among girls and deprived communities, c) to create and develop advanced educational structure and infrastructure, d) to develop scientific attitude and to create awareness for the preservation of the environment among the students, and e) to inculcate a sense of devotion and selfless service to the society and nation, etc. In order to obtain the institutional vision, mission, and goals, the institution implements the curricula of four UG courses and three PG courses effectively, organizes co-curricular and extra-curricular activities through portfolio committees, offers skill-based and value-added courses, organizes webinars and expert lectures, provides student support services and well-equipped ICT infrastructure. The principal, the head of the departments, and the coordinators of portfolio committees always strive for the implementation of curricular, co-curricular, and extra-curricular activities that serve the vision, mission, and goals of the institution.

File Description	Documents
Paste link for additional information	http://www.adacsc.in/NAAC_Document_24_11_2022/6.1.1%20Final.pdf
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Yes, the institution practices decentralization and participative management in daily academic as well as administrative business. The institution observes the practice of decentralization by providing operational autonomy to fellow leaders including the Head of the Departments (HoDs), Course Coordinators, and In-charge Officers. The leadership is extended through the College Development Committee (CDC), the Principal and Internal Quality Assurance Cell (IQAC), and all the necessary and required portfolio committees.

Examples:

1. The highest authority in the institution is the Principal. The senior most faculty member works as in-charge authority whenever the Principal is out of the station.
2. All HoDs are given operational autonomy to carry out educational activities. The HoDs in consultation with their departmental faculty members prepare the annual calendar and departmental timetable.
3. The principle of participation is followed in the formation of various statutory and important committees such as IQAC, LMC, College Development Committee, and Standing Committee, etc. wherein the teaching and non-teaching staff are included as members of the committees.
4. Autonomy is given to all portfolio conveners to organize various co-curricular activities. They prepare the annual calendar of events and strictly adhere to it in organizing activities.
5. The faculty members also play crucial roles in various academic bodies at the university level including the Board of Studies (BOS), Local Investigation Committee, Selection Committee, and Examination Assignments.
6. The Principal has appointed one faculty as a Staff Secretary to conduct monthly staff meetings. The staff secretary drafts notices and records minutes of the meeting regularly.

File Description	Documents
Paste link for additional information	http://www.adacsc.in/NAAC_Document_24_11_2022/6.1.2%20Final.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Considering the recommendation made by NAAC Peer Team in the PTR and the recommendations made by various other committees from Shivaji University, the institution prepared its long-term plan. For the academic year 2020-21, the institution has also drafted its strategic plan and has taken efforts to implement most of the plans. A brief summary of this plan is given here and the document of the action plan is uploaded here under the document uploading section.

1. It is planned to enhance ICT integration into Teaching Learning Process.

2. It is planned to publish more research articles in UGC-listed Journals.

3. It is planned to organize more activities Under MOUs and Linkages.

4. To enhance our participation in various schemes and programs launched by UGC, NAAC, and other Government agencies.

5. Considering the need of the time, it is also planned to keep the focus on infrastructural and academic growth.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The institution is governed by Sant Dnyaneshwar Shikshan Sanstha, Islampur, and is affiliated with Shivaji University Kolhapur. Thus, the Board of Management is the higher authority that looks into academic, infrastructural, and other necessary matters. At the institutional level to conduct all academic as well as extra-curricular activities, the Principal, HODs, Faculty, and various portfolio committees such as CDC, IQAC, and other Statutory Bodies took rigorous efforts to implement different plans and policies. The functions of various bodies and portfolio committees were drafted. Some of the functions of significant authorities have been displayed on the college website in the IQAC section. The institution strictly adheres to the rules and regulations furnished by affiliating University, the Government of Maharashtra, and the University Grants Commission in the matter of recruitment, service rules, and promotional policies. The institution redresses all types of grievances through the discipline committee, Internal Complaint Redressal Cell, and Mentoring System.

File Description	Documents
Paste link for additional information	http://www.adacsc.in/NAAC_Document_24_11_2022/6.2.2%201.%20Eknath%20Patil_18.%20Amol%20Mahajan_6.2.2Portfolio%20Guidelines%20f1.pdf
Link to Organogram of the institution webpage	http://www.adacsc.in/NAAC_Document_24_11_2022/6.2.1ADC%20organogram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

- The institution offers prompt assistance in availing government welfare schemes applicable to the teaching and non-teaching staff. The institution forwards with recommendations the faculty placement and promotion files to the university within the stipulated time. It also forwards the faculty files of the medical reimbursement scheme to the Join Director's Office.
- The institution offers prompt assistance in availing loan facility from our trust's financial institution- Sant Dnyaneshwar Shikshan Sanstha Sevkanachi Patsanstha, Ashta.
- Our mother institute organizes an annual gathering of its employees and in which all the employees were motivated and felicitated by offering certificates for their best

performance .

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

00

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

02

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

11

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Yes, the institution has developed systematic mechanism for evaluation performance of teaching and non-teaching staff. Brief summary is given below:

A) Performance Appraisal System for Teaching Staff:

- **PBAS:** All faculty members submit their proforma of Performance Based Appraisal System annually to the Principal and in turn the Principal verifies the proforma and evaluates the performance of the faculty members in teaching-learning, research, examination and other co-curricular activities.
- **Teacher Evaluation Feedback:** The HoDs collect Teacher Evaluation Feedback from departmental students and evaluates the performance of the teacher on the basis of teachers' subject knowledge, presentation skills and punctuality.

B) Performance Appraisal System for Non-teaching Staff

- **Confidential Report:** The performance of non-teaching staff working in the office is observed by the Office Superintendent and in case of laboratory attendant, the HoDs of the concerned department observes their performance and they submit their confidential report of performance evaluation to the Principal for further necessary action.

Suggestion Box: The institution has installed suggestion boxes at the office and library where students can deposit their suggestions and complaints about the support services. By analyzing all the complaints and suggestion, the Principal evaluates the performance of non-teaching staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Yes, the institution conducts internal and external financial audits regularly. For this, the following procedure is adopted;

Statutory Audit: The statutory auditor appointed by our mother institute conducts the audit of all financial activities by the end of every academic year. The audit queries and discrepancies are solved by the account section under the guidance of the Principal

Internal Audit: The mother institute has also appointed the internal

auditor who audits the accounts periodically throughout the year.

Audit from Joint Director: The account of salary grants is inspected by Joint Director as per necessity.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

500000

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The college adopts the following methods and strategies for ensuring the optimal utilization of mobilized funds and grants:

- The institution verifies all the financial accounts through internal and external auditors regularly to ensure the utilization of funds and grants received from various agencies. The Utilization Certificates are forwarded to concerned agencies for the settlement of the account.
- The institution prepares its annual budget focusing on the expenditure on academic, administrative, and other infrastructural facilities.

In short, the external and internal audit mechanism, observation by the Principal and accountant, and the meetings of CDC, etc. are major ways of ensuring the true and fruitful utilization of the

mobilized funds

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Yes, during the first meeting with the members, all faculty, and staff, the IQAC has chalked out its plan to achieve and assuring quality in academic as well as administrative fields. The IQAC rigorously motivated all the faculty and staff to strive for excellence in their field and for that purpose, all were asked to organize webinars and submit proposals for getting funds from various agencies. As a result, two webinars (one by IQAC and one by Library) were organized in the institution that addressed quality-related matters such as how to prepare AQARs, improve Teaching learning and administrative works, implement office work through online mode and Integration of ICT in the teaching-learning process. Due to the lockdown, all faculty members used various social media tools such as Whatsapp and other LMS-Zoom, Google Meet, and Google Classroom, etc to deliver the curriculum along with reading materials effectively. Besides, due to the motivation of IQAC, the Sports department submitted a proposal for getting funds to the district office and successfully got approved the proposal worth rupees five lakhs for purchasing sports equipments. During the lockdown period, to assess the Teaching-Learning, the Principal collects and work from home reports and analyzes them.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The principal, being the chairman of IQAC and the Head of the institution asked all faculty members to prepare their online timetable and strictly follow the same while doing the work from home as there was frequent lockdown due to corona pandemic situation. She assessed the work by verifying the work-from-home reports submitted by the faculty periodically. Such reviewing enables and forces all faculty members to integrate ICT into the teaching-learning process rigorously.

Apart from the prescribed curriculum, the institution organized a few skill-oriented programs such as a certificate course in Tally with ERP-9, a Course in Computer Hardware, a certificate course in Tally and GST, etc.

Incremental Improvement in all activities can be summarized as:

Integration of ICT: use of Zoom, Google Meet, Google Classroom, and other Social Media

Organization of Webinars: Two Webinars organized

Participation in FDP: More than 60% of faculty members participated in STC, RC, and other Training programs, etc.

Certificate Courses: Skill Enhancing Certificate Courses introduced

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The institution organizes various programs and activities for promoting gender equity through Vivek Vahini, Internal Complaint Cell, Grievance Redressal Cell, and Women Empowerment Cell (Jagruti Mahila Manch) throughout the year. Following activities and initiatives were taken to promote gender equity during the year:

a) The institution invited NIRBHAYA PATHAK, JAYSINGPUR on 18th December 2020 for creating a good educational atmosphere for girl students on campus. The NIRBHAYA PATHAK includes one PSI and three Police Constables and they offered their valuable speech on girls' safety and legal provisions against sexual harassment and gender discrimination.

b) Internal Complaint and Grievance Redressal Cell celebrated International Women's Day on 08th March 2021. Students were made aware of Women's Empowerment, the 73rd and 74th Amendments of the Constitution, and their impact on Politics, Women's Health Awareness, etc.

c) One-day national webinar on Health Awareness and Care to be taken during the Covid-19 period on 23rd July 2021 in which Dr. Pavan Gaikwad expressed his views on Women's Health Awareness and safety measurements need to be taken during the Covid.

d) Through mentor-mentee's meet all students were provided personal as well as academic counseling at regular intervals.

e) As a part of safety and security measurements, the Suggestion

boxes and CCTV cameras were installed in the classrooms and in the corridors. Besides, a common room with an attached washroom is also available for girl students in the college.

File Description	Documents
Annual gender sensitization action plan	http://www.adacsc.in/NAAC Document 24 11 2022/7.1.1%20Reports.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://www.adacsc.in/FrmInf.php

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	B. Any 3 of the above
--	------------------------------

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The following facilities are made available for the management of various types of waste on a college campus:

1. For decomposing solid waste such as kitchen wastes from the canteen, and other farm residues, the institute has created a Vermicompost unit on the campus. Besides, for managing other types of garbage, we have placed a few dustbins in the proper places.
2. Water purification unit and proper drainage system come in handy in managing the liquid waste on the campus.
3. The e-waste materials generated by computers, printers, photocopying machines, and other electronic appliances are properly

deposited in a separate room. Besides few awareness programs on handling e-waste materials have been organized as part of e-waste management.

4. Through the NSS unit, the institution organizes cleanliness drives and plastic/litter-free campus campaigns every year. A campus cleanliness drive, Swachata Abhiyan, and Swachata Pakhawada Abhiyan, etc are organized every year to keep the college campus and the surroundings clean and healthy.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

B. Any 3 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The institution believes in equality for all students, cultures, and traditions. It is reflected in the student profile wherein we clearly see that students from diverse backgrounds (social and economical strata) have been admitted to the college on the basis of first come first admission. Besides, the celebration of various days, traditions, and cultural programs provides an inclusive environment such as tolerance and harmony towards cultural, regional, and other various diversity. Celebrations of various days viz. Independence Day, Teachers Day, Hindi Din, Indian Constitutional days, Rashtriya Ekta Din, Marathi Rajbhasha Din, and Republic Day, etc also come in handy to provide an inclusive environment. The activities of the NSS unit, Rotaract Club, Student Mentoring Committee, Institutional Statutory bodies (Maitreya Sangh), and Internal Complaint Redressal Cell play a crucial role in providing an inclusive environment.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The institution sensitizes the students and employees to the constitutional obligations through implementing the curriculum as well as deputing the faculty members to such programs periodically.

Besides, the various committees in the college organize various programs at regular intervals, and in this way, the institute sensitizes the students. Some of the significant activities and a curriculum that address the constitutional obligations are enlisted here as follows:

1. The curriculum of Political Science, Democracy and Good Governance, and Public Administration, etc touch upon constitutional obligations such as human rights, duties, and responsibilities, etc.

2. Celebration of Various Days- Yoga, World Environment Day, Constitution Day, National Voters Day, Women's Day, Consumer Day, etc and the activities of Internal Complaint Cell, Anti-ragging and Anti-sexual Harassment cell, Women Empowerment Cell, etc also come in handy for sensitizing the students and employees to the constitutional obligations.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://www.adacsc.in/NAAC_Document29_09_2022/7.1.11.pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Yes, the institution celebrates various national and international commemorative days and festivals. Following is a summary of such activities:

1. The institution celebrates Independence Day and Republic Day of India on campus. Faculty, Staff, and Students from Senior college, Junior college, High school, Ashram Shala, and English Medium school. A few local citizens are also invited to such programs.

2. Teachers' Day, Hindi Din, Marathi Rajbhasha Din, Rashtriya Ekata Din, NSS Day, Shiv-Jayanti, Birth Anniversary of Sardar Patel, Birth Anniversary of Karmveer Bhaurao Patil, etc are celebrated on the campus.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Best Practice: I

Title; Awareness Programs regarding Covid Pandemic

Best Practice II

Title: Celebration of Roti Day: Donating Food grains to Needy People

These two best practices as per NAAC Manual are uploaded on the college website and their links are provided here in the document section.

File Description	Documents
Best practices in the Institutional website	http://www.adacsc.in/NAAC_Document_24_11_2022/7.2.1%20(2)%20(1).pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Hon. Shri. Annasaheb Dange Arts, Commerce and Science College was established in 1998 with the motto "May the Darkness of Ignorance Disappear" (duritanche timir javo) to spread quality education in deprived communities (including girls) belonging to Hatkanangale Tehsil. The institution aims at empowering students through skill-based and value-oriented education so that they will become good and socially contributed citizens. For the attainment of vision, mission, and goals, the institution has performed significantly in the curricular and co-curricular activities including the introduction of academic programs, women empowerment programs, community services, and research during the year. As per the guideline of the NAAC manual, the performance of the institution in one area distinctive to its vision, priority, and thrust is summarized here below:

1. The campus of our institution provides education from up to PG level. At present, the institution runs four UG courses and three PG courses.

2. Skill-based programs and Capacity Building programs are also organized during the year. Courses and lectures on Digital Marketing, Personality Development, Fashion Designing, Tally with ERP and GST, etc. were organized.

3. Webinars and expert lectures were organized rigorously.

Detailed information is uploaded in the document section.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. To organize Seminar and Webinars

2. To participate in NIRF

3. To conduct all types of audits- Green Audit, Energy Audit, Environment Audit, Academic and administrative Audit, etc.

4. To create a well-equipped storeroom for administrative purposes.

5. To provide seed money to the faculty for participating in the seminars as well as for being a member of professional bodies.