



YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	ASHOKA CENTER FOR BUSINESS AND COMPUTER STUDIES
• Name of the Head of the institution	Dr. P. A. Ghosh
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	0253 6689561
• Mobile No:	7722032362
• Registered e-mail	acbcснаac@gmail.com
• Alternate e-mail	principal.acbcснаaef.edu.in
• Address	Nandanvan Estate, Near Chandsi Village, Anandwalli, Gangapur Road, Nashik
• City/Town	Nashik
• State/UT	Maharashtra
• Pin Code	422013
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	Self-financing				
• Name of the Affiliating University	Savitribai Phule Pune University				
• Name of the IQAC Coordinator	Mrs. Pratima Jagale				
• Phone No.	9595984218				
• Alternate phone No.	02536689561				
• Mobile	9860367467				
• IQAC e-mail address	acbcsnaac@gmail.com				
• Alternate e-mail address	principal.acbcs@aef.edu.in				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://www.aef.edu.in/acbcs/up-images/downloads/upFile_0-aqar-2021-62e76af1702ec.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.aef.edu.in/acbcs/up-images/downloads/upFile_0-academic-calendaray202122-64d0afdad7e6f.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.55	2019	04/03/2019	04/03/2024
6.Date of Establishment of IQAC			14/08/2017		
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
Institutional 1	NSS	GOI & SPPU	2020-21	6800
Institutional 1	NSS	GOI & SPPU	2021-22	45780
Institutional 1	Earn and Learn	SPPU	2021-22	37500
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			4	
<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? 			Yes	
<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)				
<p>1]AAA Audit conducted on 4th August 2022. 2]External Energy Audit conducted in November 2021 by PPS Energy Solutions Pvt. Ltd. under "Save energy Program" of Maharashtra Energy Development Agency(MEDA). 3]National Level Multidisciplinary webinar Series "RENDEZVOUS WITH EXPERTS" conducted from 26th July 2021 to 30th July 2021. 4]ACBCS organized a State Level Innovative Idea Competition, EUREKA 2021 to purvey a platform for young minds to present their innovative ideas. 5]Successfully participated in NIRF ranking. 6] ACBCS provided Add-on course like Data Analysis using Excel</p>				

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
Completion of AQAR Process	Successfully uploaded AQAR 20-21 on NAAC Portal
Regular IQAC Meetings	The meetings held on 26th June 2021, 25th August 2021, 25th November 2021 and 10th February 2022. It ensured enhancement and coordination among various activities of the institution and institutionalize all good practices.
Quality Inspection Audit (Admin, Academic, Library)	For continual Improvement, monthly Internal Quality Inspection Audits were taken. In this audit, Institution has basically demonstrated that it operates its management system in order to ensure fulfilment of its own requirements, the requirements of its customers and the relevant legal requirements. Also the implementation and the effectiveness of the management system and the processes for providing services were assessed by the audit team by means of on-site inspection and examination of documents on a random sample basis.
Green India Activity	1] On the occasion of World Environment Day
Alumni Connect	1] Alumni Talks Series was an initiative of ACBCS Alumni Cell to bridge the gap between alumni and current students. Through this platform students were updated with current market trends and happening in industry

	<p>through domain of respective alumni. These Alumni Talk series were conducted on 25th Sept. 2021, 28th Sept.2021,10th Jan. 2022,29th Jan. 2022,12th Feb.2022 etc.2] Alumni were invited for various college events as guests.</p>
Energy Audit	<p>An energy audit is a systematic review of the energy consuming installations in a facility to ensure that energy is being used sensibly and efficiently. ACBCS conducted Energy Audit by external party to determines the amount of energy consumption affiliated with a facility and the potential savings associated with that energy consumption.</p>
AAA Audit	<p>1]ACBCS conducted AAA to understand the existing system and assessed the strength and weaknesses of the departments and administrative units for improvements. 2]AAA evaluated optimum utilisation of financial resources. 3] AAA suggested methods for continuous improvement.</p>
NIRF Participation	<p>ACBCS successfully participated in NIRF this year. Report uploaded on website.</p>

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	16/07/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	16/01/2023

15. Multidisciplinary / interdisciplinary

ACBCS has a holistic multidisciplinary curriculum with a vision to equip the students with an overall knowledge on allied fields apart from their regular core subjects.

Humanities, Science and Mathematics are an integral part of the commerce and Science courses in the Institute. For every BBA & B.Com Courses include subjects like Fundamental of computers, Management Information system, Data mining, Value Education, Foreign Language etc. are taught in their 1st 4 semester. For BBA(CA) programme includes subjects like financial management, OB & HRM, Business Communication etc are taught in their 1st 2 semester. B.Sc(CS) includes subjects like English, Environment, Electronics etc are taught in their 1st 2 semester.

Multiple disciplinary approaches have been implemented at institutional level in many ways providing open courses from varied disciplines under CBCS system, providing vocational programs in various fields of study, including multidisciplinary courses as electives, promoting students to select electives provided by other departments, to name a few.

Add on courses design by institute like Advance Excel, Basic managerial Skills and Vedic Mathematics etc. invites students from various disciplines and they join the course get knowledge from other discipline

Institution also offers activities like yoga day, birth/death anniversary celebration of famous personalities, tree plantation, NSS camp, social gathering, visit to orphanage, blood donation etc.

As per the present curriculum structure BBA, BBA(CA), B.Com, B.SC(CS), M.Sc(CA). Students take admission in 1st year and in 2nd year (lateral entry) and finally complete the course at the end of 3rd year. The Institution is yet to plan the flexible structure of entry and exist.

The institute has a research cell where all UG & PG students are involved under the supervision of faculties in writing various

research papers, Competitions like Research Paper competition, Various expert sessions on data analysis, IPR, Book writing & Publication etc. and eureka Competition finding solutions to the pressing issues and challenges of society.

The Institute organizes many interdisciplinary conferences, Seminar/ Workshop every year to promote a blending of different disciplines leading to the exchange of research ideas and knowledge on topics of overlapping domains. Some of the conferences are Recent trends & Innovations in Commerce & Management, Computer Science & Education etc

Good practice/s of the institution to promote Interdisciplinary approach

Project/Internship-second and third year students where ask to do project/internship in company. These students while doing their projects in company learn things from different domain

SRPS(Student Research Project Scheme)-In this practice student form team where they have members from other background like computer, finance, marketing etc. this activity helps students to understand the problem from different angle and also give appropriate solution.

Eureka- It is an Innovative Idea Competition where students from various discipline participate and present their innovative ideas

16.Academic bank of credits (ABC):

The initiatives taken by the institution to fulfil the requirement of ABC as proposed in NEP 2020:

Academic Bank of credit is important feature of NEP 2020. To implement multidisciplinary and Multiple entry and exit aspect of NEP 2020 all students have generated their ABC Ids through Digi locker and official ABC id portal (abc.gov.in). Awareness sessions were conducted in every class. Special team was working on solving the technical and other issues of the students. All the students enrolled in college have created their ABC ID and the same is communicated to affiliating university(SPPU).

The registration of institution under the ABC to permit its learners to avail the benefit of multiple entries and exit during the chosen programme:

Being affiliated institution to state university (SPPU Pune), Examination and evaluation process is governed by SPPU. University conducts the exam for all courses and transfers the credit to student academic bank through ABC ID. Students applying for MOOC and Other certificate courses they get their respective credits from respective organisations. All students have created their ABC ID and credits are controlled by the affiliating university for Multile entry and exit purpose. The certificate or diploma or degree is awarded by affiliating university and not by ACBCS. SPPU is registered with NAD for allocating and transferring the credits of students.

Efforts of the institution for seamless collaboration, internationalization of education, joint degrees between Indian and foreign institutions, and to enable credit transfer.

There is no direct MOU with Foreign institutions for seamless collaboration, internationalization of education, joint degrees between Indian and foreign institutions but many students are doing certification courses of foreign university and institutions in online mode through MOOC Courses using foreign university websites or MOOC platforms like Edx (www.edx.org) etc

Faculties are encouraged to design their own curricular and pedagogical approaches within the approved framework, including textbook, reading material selections, assignments, and assessments etc.

All kind of infrastructural support is provided by institute. All faculties have been assigned with separate Personal Computer and Internet. IT facilities are available to record lectures. Faculties are encouraged to write books and chapters. The series of sessions were planned for the same by the Research Cell of the college. Many faculties have started writing the books as an outcome of these lecture series.

A good practice/s of the institution pertaining to the implementation of ABC in the institution in view of NEP 2020.

All the students of the college were divided into 13 classes. Each class was assigned one teacher as a nodal officer and team of 3 technical experts for technical support. A proper training was given

to nodal officer and technical support team. Students ABC IDs generated in Computer Lab of the college where a nodal officer and technical team was present. 80 % of the ABC IDs were generated in Computer LAB. Few students faced technical error. All the errors resolved within a week and ABC IDs of all the enrolled students have been generated and communicated to SPPU.

17.Skill development:

a) Institute offers add on courses and certification programs, also expert sessions are planned from time to time. under the elite group institute have a special program named "Super 15", to make students noticeable personality and market ready. Student development programs are conducted to include the activities and courses out of curriculum. students are motivated for an internship to enhance soft skills. Training and placement department conduct training activities under the coordination of Training and placement officer to inculcate the practical aspects required by the industry.

b) Following are the details of the programmes offered to promote vocational education and its integration into mainstream education.

1. MS excel certification program
2. Vedic mathematics certification program
3. Super 15 "overall personality grooming course"

c) Mentorship program is an unique activity which is conducted for personal counseling of the student, it includes the aptitude test based counseling to make students aware of pros & cons of their personal trait. This activity enhances the students' thinking horizons due to which they are able to understand life skills required for their development. Institute have an activite NSS cell working, it offers programs to enhance the positivity among the students and develop the humanistic, ethical, constitutional and universal human values among the students. Through alumni cell certain events are conducted in association with current students to imbibe scientific temper and citizenship value. Various activities are arranged by holistic development cells to make students practice the value of truth(satya), righteous conduct (dharma), peace (shanti), love (prem), nonviolence (ahimsa).

d) following are the institution's efforts to:

- i. Design a credit structure to ensure that all students take at least one vocational course before graduating.
- ii. Engaging the services of Industry veterans and Master Crafts persons to provide vocational skills and overcome gaps vis-à-vis trained faculty provisions.
- iii. To offer vocational education in ODL/blended/on-campus modular modes to Learners.
- iv. NSDC association to facilitate all this by creating a unified platform to manage learner enrolment (students and workers), skill mapping, and certification.
- v. Skilling courses are planned to be offered to students through online and/or distance mode.

e) Good practice/s of the institution pertaining to the Skill development in view of NEP 2020.

NEP 2020 is an important step that will change the face of the Indian educational system. It is due to this initiative that the market will transform significantly and the evolving needs of employers will be catered to effectively. Institute focuses on employability and acknowledges the role of education in providing students with the right skill sets. Training and placement cell of the institute offers students with industry-relevant skills so as to make them future-ready professionals. Ashoka Innovation and start up cell (AISC) is a step, institute has taken to make students job giver rather than job seekers. In house incubation centre environment is provided to students registered under AISC cell, to groom them for new business projects and pilot study of business opportunities. students conduct various activities and sessions from professionals for their business ideas.

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

Education is meant to prepare an individual for life, equip him physically, intellectually, emotionally and spiritually to deal with the challenges of life with self-assurance, audacity, making the right decisions, and broadening their perspectives. The primary objective of education is to direct the individual to live his life in a useful and in a meaningful way. Higher education incorporates

management, engineering, medicine, technology, science etc. these fields contribute a major role in the impartment of knowledge, information, values and skills amongst the individuals.

ACBCS follows Statement of purpose as "We are committed and determined to redefine the cause of excellence in Education and implement it through an accelerated need based practical Oriented process with holistic approach to empower learners for self exploration to become a responsible global citizen with deep rooted ethos of Indian culture and tradition. In ACBCS, M.Com course through distance mode has been commenced in current academic year. M.Com. Course implemented in both medium that is in Marathi and English.

On the behalf of Indian ancient traditional knowledge system, ACBCS celebrate Marathi Bhasha Gaurav Din and Vishwa Sanskrit Din on 27th February and 12th August respectively. Marathi Bhasha Gaurav Din is a day to celebrate the Marathi language, its literature and culture. The celebrations mark birth anniversary of renowned Marathi poet and writer Vishnu Vaman Shirwadkar. On the occasion of Vishwa Sanskrit din, ACBCS conduct Sanskrit Shlok Pathan competition.

As per Indian culture, ACBCS celebrate My Guru My Hero activity to express gratitude towards our teachers on the occasion of "Guru Purnima". We also celebrate National Unity Day or Rashtriya Ekta Diwas on October 31 since 2014. The day is observed with patriotic events to mark the birth anniversary of Sardar Vallabhbhai Patel. Slogan writing Competition conducted on occasion of National Unity Day.

National Youth Day, also known as Vivekananda Jayanti, is celebrated on 12 January, being the birthday of Swami Vivekananda. In 1984 the Government of India declared this day as National Youth Day and since 1985 the event is celebrated in India every year.

On this day Students of ACBCS will share their views on Swami Vivekananda thoughts.

On 21st March, World Poetry Day is celebrated every year to recognise the unique ability of poetry to capture the creative spirit of the human mind. On world poetry day ACBCS will be celebrating it through world poetry day. 21st June of every year is declared as the World Yoga Day by the UN General Assembly on 11th December 2014. ACBCS celebrate International Yoga Day on 21st June to make students aware about benefits of yoga practices for better health and aware about benefits of it.ACBCS celebrated this activity

to inculcate social and Universal human values in students and showing Indian culture among the students.

ACBCS designed Online Bhagwat Geeta Course to inculcate knowledge of Bhagwat Geeta in students. *Bhagwad Geeta gives the sense of a personal guide about how to live life effectively in a world of challenge and change.*

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

Outcome Based Education (OBE) is an educational model that forms the base of a quality

education system. The faculty at our college adapted the role of instructor, trainer, facilitator, and/or mentor, based on the outcomes targeted. It enhances the traditional methods and focuses on what the Institute provides to students.

Benefits of OBE

- **Clarity:** The focus on outcome creates a clear expectation of what needs to be accomplished by the end of the course.
- **Flexibility:** With a clear sense of what needs to be accomplished, instructors will be able to structure their lessons around the students' needs.
- **Comparison:** OBE can be compared across the individual, class, batch, program and institute levels.
- **Involvement:** Increased student involvement allows them to feel responsible for their own learning, and they should learn more through this individual learning.

Initiative taken at our college for Outcome-based learning as follows:

1. Visualization of terminologies

Bring dull academic concepts to life with visual and practical learning experiences, helping our students to understand how their academics applies in the real-world. Examples include using the whiteboard to display photos, audio clips and videos, as well as encouraging our students for classroom experiments ,internships, industry visits and local field trips.

1. Cooperative and cohesive learning

Encourage students of mixed abilities to work on different activities. Case study discussion, shark tank, solving mathematical puzzles, conducting scientific experiments and acting out short drama sketches, livestock trading sessions, technical analysis are just a few examples of how cooperative learning can be incorporated into classroom lessons.

1. Inquiry-based instruction

Encouraging students to ask questions and investigate their own ideas helps improve their problem-solving skills as well as gain a deeper understanding of academic concepts. Inquiries can be role of computer in Management, various payment methods used by you in day to day life, employee welfare facilities etc.

1. Applying Technology in the classroom

Incorporating technology into our teaching is a great way to actively engage our students, especially as digital media. Mobile phones, iPads or tablets, can be used in the classroom for students to record results, take photos/videos. Including fun learning quiz in your lesson will make it more interesting

1. Professional development

Engaging in regular professional development programs is a great way to enhance teaching and learning in your classroom. Sessions can include learning about new educational technologies, online safety training, advice on how to use your teaching assistant(s) etc.

Good practice/s of the institution pertaining to the Outcome based education

- Subject allocation as per expertise
- Course file
- CO-PO matrix
- Micro plan
- Lesson plan
- CO-PO mapping with sessions in micro plan
- MID term
- Continuous Concurrent Evaluation
- End Term
- Mock Viva/Practical
- Remedial sessions
- Slow learner and elite club

20.Distance education/online education:

a) Possibilities of offering vocational courses through ODL mode in the institution.

With the development of IT industry and its reach to all parts of the country, there is a huge scope of distance education in future of Indian higher education system. NEP 2020 also focusses on open and distance education. This mode of education attracts the people who are currently engaged in job and want to pursue higher education along with their career. Distance Education is inexpensive & provides opportunities to the students to enhance their qualifications. With the advancement of technology, distance learning is now also including e-learning or online learning. As a part of it Savitribai Phule Pune University has also taken initiative to establish school of Open Learning. Under this school, University provides quality distance education to fulfil the needs of learner with corporate world. SPPU Provides Distance Education in BA, B.COM. MA, M.com and MBA programs. Ashoka Center for Business and Computer Studies is authorise study centre and counselling centre for the Distance MBA Program offered by SPPU. ACBCS Started 2 years (4 sem) Distance MBA program in AY 2021-22. Special online sessions are organised for distance education students on Sundays and other Holidays. Internal evaluation is done in online mode using google classrooms. Semester end Written theory exams are conducted by university in offline mode. College is planning to add few more distance programs.

b) Development and use of technological tools for teaching learning activities.

Admission of Distance education programs are conducted on online mode. Students uploads the necessary documents on university portal and it get verified online. For communication purpose a special whats app group is created and all necessary information is communicated through registered mail, whats app group and dashboard on university portal. Internal evaluation is done in online mode using google classrooms. Online Lectures are conducted on Sundays using zoom or google meet platform. As a part of curriculum students need to complete 10 credit through MOOC courses from SWAYAM, NPTEL etc.

c) Institutional efforts towards the blended learning:

As per UGC Guidelines few courses are being completed through online / MOOC course mode. Value added and extra certification courses are conducted using both online and offline mode as per requirement. Students are encouraged and motivated to register for and complete MOOC Courses. Sessions on Sundays and other holidays are conducted in online mode.

d) Good practice/s of the institution pertaining to the Distance education/online education in view of NEP 2020.

Those Students who are not going for regular post graduate education are encouraged to take admission in Distance mode. Lectures are conducted on Sundays and other holidays that too in online mode. Text books specially designed as per their syllabus are provided to students for self-study. Notes, PPTs, Videos and recorded lectures are provided to students using google classroom. Assignments are collected on google classroom. Practice exams are conducted before final university exams. Because of these initiatives and efforts students are satisfied with the distance MBA course offered by ACBCS.

Extended Profile

1.Programme

1.1 208

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

File Description	Documents
Data Template	View File

2.Student

2.1 791

Number of students during the year

File Description	Documents
Data Template	View File

2.2 228

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

File Description	Documents
Data Template	View File

2.3 214

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 35

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 26

Number of Sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	208
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	791
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	228
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	214
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	35
File Description	Documents
Data Template	View File

3.2	26
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	20
Total number of Classrooms and Seminar halls	
4.2	1,22,91,789
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	201
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 institute follows the Choice Based Credit System as prescribed by SPPU. AY 2021-22 leads to carry out curriculum planning, delivery, enrichment & feedback carried out in online mode due to COVID for 1st term and offline mode for second term.

Curriculum planning is initiated at starting of every semester by core Academic Committee who prepares the academic calendar for every semester in accordance with the university academic schedule, which comprises the duration, internal assessments for theory and lab courses, flagship events such as Eureka, Annual Day, Sports day, General Holidays, and disseminates it to the departments and students.

Subject allocation as per expertise & timetable for department is prepared by HOD. The subject teacher prepares Microplan, lesson plan and study material along with the Course Outcomes (CO's) and maps it with Program Outcomes (PO's) for each course.

Curriculum Delivery is carried out by using ICT tools and innovative teaching-learning online teaching Pedagogy.

Curriculum is enriched through Expert Session, industry visits and value-added courses like advanced excel, Business Managerial skills etc.

Feedback on curriculum teaching by observing faculties sessions by principal, vice principals & coordinators that helps to change teaching pedagogy to make deployment of curriculum more effective way.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.aef.edu.in/acbcs/up-images/downloads/upFile_0-academiccalendaray202122-64d0afdad7e6f.pdf

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

The Academic Committee prepares the academic calendar as well its compliance report. Academic calendar comprises detail information about total working days in the semester, holidays and curricular, co-curricular and extracurricular activities and The schedule of internal and external examination which is shared with students through their class what's app group. Telegram and Google classroom. Separate internal committee formed to execute& monitor CIE .CIE pattern is shared with students and shown below.

Evaluation1

Evaluation2

Evaluation3

Mid Term Exam

End Team Exam

Attendance

- Evaluation may consist of subject wise written test, Orals, Assignment writing, Group activities, subject wise Presentation on respective topic, etc.
- Midterm based on 50% & End Term based on 100% syllabus which are in written form. After completion of each evaluation students are categorised into different grades as mention below

Grade

Percentage

O

Above 90

A

80-90

B

70-80

C

60-70

D

50-60

E

40-50

After grading of the student, if student is in lower grade, faculties' takes continuous efforts on the student to improve his/her grade in next evaluation. Remedial sessions through extra lectures are also planned for the students achieving low grades. Continuous follow up regarding student grade improvement is taken by management.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.aef.edu.in/acbcs/pages/examination-cell

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

B. Any 3 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

7

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)

9

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

510

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

308

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

Modern curriculum always responds to the needs of the society emerging out of various social issues and challenges. The college has taken special efforts through online zoom platform in this academic year to integrate the cross cutting issues as given below:

Gender :Programmes, workshops, seminars related to issues of gender for girl as well as to boys students of the college to sensitize them towards the issues of women under the "Vishakha". Issues like women health, female abuse, female feticides, anti dowry etc are dealt.

Environmental Education and Climate Change organizes environment awareness camp, tree plantation, Eco-friendly, Ganesh Idols Waste Management System ,Rain water harvesting, e-waste disposal, saving energy, proper ventilation, optimal use of energy are few of the highlights.

Human values : Anti-ragging and 'Women's Grievance Committee' monitors the matters of conduct and discipline. Students Participate in various social activities Traditional day ,Teachers Day, Visit to adhar ashram, Health Check Up , Save girl child activity , Traffic Rules and Road Safety & Swachh Bharat Abhiyan.

Professional Ethics: Industrial visits/internship carried out by students through telephonic/zoom interview and offline visits by taking all precautionary measures of Covid 19 pandemic. Students participated in various conferences/seminar to present their research work.

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

53

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
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

743

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.aef.edu.in/acbcs/pages/feedback-and-grievance-form

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 sanctioned seats during the year

503

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

232

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

Every student has different learning attitudes and learning habits. Faculties are applying different teaching methodology to cope up the students from their needs. Different types of internal assessment of the learning levels of the students, which is done by the teachers in the classrooms during the lecture and by conducting tests, assignments, presentation, viva. On the basis of assessments Advanced and slow learners are identified. Specific teaching learning methodologies are designed, and needs of such students are planned and implemented.

Slow Learners:

Ashoka Center for Business and Computer studies has created a Remedial club after identification of slow learners. This will help them to do better in academics. This cell will provide necessary support in terms of content, Question bank and additional lectures to weaker students.

Advanced Learners:

Ashoka Center for Business and Computer studies has created an Elite club after identification of advanced learners. This Cell will cater the specific needs of academically Class toppers. This will help them to excel in academics and get ranks in university results. This cell will cater the needs of academically excellent students.

File Description	Documents
Link for additional Information	https://www.aef.edu.in/acbcs/pages/activities-student-development-program
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
791	35

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

1. Projects:

Students are working on various companies project to fulfil their requirement by this the measurable outcomes desired from a project.

2. On field Assignment:

Field Assignment involves analyzing the condition of the field as well as review of all current management practices. Field Assignment on sports, industrial visit, excursion etc.

3. Internship and placement:

It's an opportunity from employer of a company to student's interest in gaining work experience in a particular specialization.

4. Case Study:

Case Studies to improve the problem-solving ability of the students.

5. Research Cell:

In pandemic situation cell helps students to publishing and presenting students paper in national and international level.

6. ICT and E-Resources:

College encourages students use ICT and E-Resources.

7. Interactive Approach:

The college serve an interactive approach through discussions, peer learning, Subject presentations to boost greater sharing and interactive learning.

8. E-bulletin:

Through E-bulletin students achievements are published to motivate and nurture the skill.

9.Participative Learning:

Through NSS, students work in social group, takes part in seminars, conference and workshop, magazine, sports Competition, case study, supports flipped classroom teaching methodology.

10.Problem Solving Methodologies:

By conducting Mentorship, taking students previous year percentage, SWOT analysis, mentor solve their doubts and problems.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://www.aef.edu.in/acbcs/pages/igac-naac

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

Faculties of the College attempt to form the finest utilize of the innovation in their educating process. Teachers have the knowledge and abilities to use new digital tools to help all students to achieve high academic guidelines

- The classes have ICT Enabled Classrooms having Laptops, Desktops, and Projectors which helps students in the e-learning process. Some teachers use and share E-books which are very useful for the students as they are convenient and saves the cost of buying the physical books. In pandemic situation, Teachers used microphone and cameras to connected speakers to enable them to reach to all the students in the classroom.

- College Library is providing E-book through ERP also provides accessibility to e-resources via INFLIBNET to teachers and students.
- The college has well equipped Computer, Mathematics as well as Electronics Labs with software.
- Teachers have prepared and present PPT, videos such as YouTube contents in the classrooms which help them have an interactive conversation with the students.
- Teachers have started taking lectures online on Zoom, MSteam etc. FDPs are conducted to enable the teachers with these online platforms.
- Teachers share micro plan, reading materials, short/long notes, PPT, e-books over different media like Google Classroom, E-Mail, Blogs, WhatsApp etc.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.aef.edu.in/acbcs/pages/infrast_ructure

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

35

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
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

26

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
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

4

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

155

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.

There is complete transparency in the internal assessment as per university guidelines. The Examination committee follow academic calendar before the start of the sessions. The institute organizes Induction program to makes the students acquainted with the rules and regulations of the affiliating University, internal examination scheme and evaluation processes. At the beginning of the semester, faculty members inform the students about the various components in the assessment process during the semester.

The students are notified about the examination schedule through whatsapp and telegram group. As well as circulates the invigilation duty chart for the faculty. The pattern, quality and correctness of the question papers prepared by the faculty members for the internal assessment tests are verified by the HOD.

The answer papers of the students are distributed to them and the satisfaction of the students regarding evaluation is ensured. Average internal marks are shown to the students. student must submit lab record regularly. For lab courses, the marks/grade scored by the student for each experiment is indicated in the observation / record. For the quality of the projects, the evaluation is done by other faculties.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.aef.edu.in/acbcs/up-images/downloads/upFile_0-examgrievanceredressalmechanism-64ba427933b3b.pdf

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

ACBCS is the Minority College of Savitribai Phule University, therefore it follows the guidelines which are set by University for the condition of examinations.

College has well defined system of 3 concurrent evaluations, Midterm, End Term Exam and Attendance. Midterm and End term marks shared with students The students can check their marks and approach the concerned teacher directly in case of any clarification or discrepancy.

At the end all the marks of evaluation and attendance marks are merged and final marks are finalized. Student can report any

query, if any with the specified time period after which the marks finally uploaded on the university portal.

The Educator gives the corrected answer scripts to the students for verification. If any discrepancy is noticed, the Educator concerned may rectify and necessary corrections maybe made. If student is not satisfied with the marks awarded even after modification by the Educator, student may present the same to HOD concerned.

The marks are sent to the university only after each student has been given ample opportunity and time to review and register her complaint, if any. The final Internal Assessment marks are reviewed by the Departments with the help of subject teachers

File Description	Documents
Any additional information	View File
Link for additional information	https://www.aef.edu.in/acbcs/pages/examination-cell

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The Program Outcomes (PO) and Course Outcomes (CO) are adopted for all programs offered by the institution in accordance with "Savitribai Phule University" guidelines.

- The guidelines are circulated to faculties and students about Co and Po.
- In orientation Program, Co and Po focused on to faculties and students.
- Savitribai Phule University provides syllabus on the website portal, also college gives syllabus to students in the beginning of the session and Teachers are also well communicated about the outcomes.
- Students are motivated towards course outcomes throughout the course of the programme.
- Savitribai Phule University provides, Program Outcomes, Course Outcomes of each subject which the students will achieve in learning that subject.
- Special Orientation Programme is conducted for the new appointed teacher, so that faculties can get familiar with

the outcomes of each Programme.

- PO'S CO'S and PSO'S are communicated by the following ways.

1. Stakeholder's especially employers, students are informed through orientation as well as electronic media like College website, Social Media, Google Classroom etc.

2. Departmental page is published on the college website.

3. Program objectives are printed & pasted in Departments and on the Hand book.

4. Induction programme is conducted for teachers and students.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.aef.edu.in/acbcs/up-images/downloads/upFile_0-all-co-and-po-64d4ccd3419fa.pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

ACBCS, on regular basis evaluate the performance of student by various methods for measuring the attainment of each of the Program Specific Outcomes, Program Outcomes, and Course Outcomes. With the help of Co and Po of the program evaluation done by home assignments, unit tests, surprise tests, open book tests, seminars, Mid-Term exam, End-Term Exam etc. Each Educator is allotted mentees so that the student can be more focused and there is an overall development of the students. Throughout the semester subject-teacher maintain the record of each student. Regular seminars, debates, case studies, quizzes pertaining to the relevant subjects are conducted in the class-room to make learning an integrated and interesting process. As a result of this continuous and constant mentoring from the qualified and enthusiastic Educator members, the institution was able to make many students to score distinctions. Many of students have participated in inter collegiate fests, sports meet of state and national level and have brought accolades to the institution. The co-curricular activity like Udaan, Avishkar and extracurricular activities like NSS, cultural fest, youth festival has made our

students achieve many awards and grades which are highly exemplary of the attainment of the outcomes as mentioned in the outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.aef.edu.in/acbcs/up-images/downloads/upFile_0-evidence202301100001-64d616521c0ca.pdf

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

206

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	https://www.aef.edu.in/acbcs/up-images/downloads/upFile_0-annual-report-202122-63a52a685e951.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)

https://www.aef.edu.in/acbcs/up-images/downloads/upFile_0-sss-202122-64d6162ee3df4.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)

0

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 departments having Research projects funded by government and non government agencies during the year

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

0

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	NA

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

32

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

55

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

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

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

25

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

3.3 - Extension Activities

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

We at ACBCS strive for overall development of students. To promote overall development, we have constituted various cells. In the year 2021-2022 we have conducted various activities under different cells. Under Holistic Development Cell and National Service Scheme we have conducted different activities. Under holistic Development Cell, We have conducted World Music Day, Guru Purnima, Independence day, World Heart Day, National Unity Day, Constitution Day, National Farmers Day, National Youth Day, Marathi Bhasha Gaurav Din, Kavisammelan.

Under NSS ACBCS conducted activities like International Yoga Day, Quiz on Anti-Tobacco day, Fit India Rally, Swatchta-Mission,

Session on Rain water harvesting, Matru Vandana Yojana. Photo with kitchen garden & Digital Poster Activity, Visit to Old Age Home, Hand Washing Promotion, Personal hygiene and Solid-Liquid Waste Management, E-Quiz focusing malnourishment issues. Food and its optimum impact: Early identification of SAM children session. NSS day celebration, Azadika Amrut Mohtsav : Swachhata Abhiyan, Vaccination Camp/ Drive, Yuva Swasthya Abhiyan, Samvidhan Day Celebration - Quiz, National Unity day - slogan writing competition, Aids day Gender sensitization session, Youth Week activities, Voters Awareness Day Meme's competition, RashtiyaBalikaDiwas, Republic day coordination, 75 crore suryanamaskar, Tribute to Subhash chandrabose, NSS Camp at Jalalpur, eye checkup camp, Workshop on Gender Sensitization.

File Description	Documents
Paste link for additional information	https://www.aef.edu.in/acbcs/photo-gallery/Holistic-Activities-21-22
Upload any additional information	View File

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

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

6

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - 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

3.3.3.1 - 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

25

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

107

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

124

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

4

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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.

Ashoka Center for Business and computer Studies has developed high-tech campus with modern facilities/learning resources as per the curriculum requirements and norms of statutory/regulatory bodies. The Ashoka Center for Business and computer Studies provides resources and infrastructure for academic excellence according to its vision and Strategic Objectives.

Sr. No.

Room Description

Quantity

Required Area

Available Area in Sq.Ft.

1.

Academic blocks

22

12 sq. ft.

640

1.

Counselling/Admission rooms

4

2 Square Meter per person

380

1.

Amphi-Theater, Seminar hall

1(150)

1(150)

1200 sq. ft.

A.T. = 4081

S.H. 1740

1.

Computers labs

4

600 sq. ft.

1000

1.

Electronic Lab

1

600 sq. ft.

802

1.

library

1

600 sq. ft.

1022

1.

Girls /Boyscommon room

2

150 sq. ft.

378

1.

Maths & stats Lab

1

0.557 Sq. meters (6 Sq. ft.)

532

1.

Exam Room

1

543

1.

NAAC Room

1

150 sq. ft.

543

1.

Store Room

1

1000 to 2000 sq. ft.

543

1.

Reading Room

1

2.33 m

660

1.

Cafeteria

1

3240

1.

Staff room

1

600 sq. ft.

802

1.

AISC & T&P

1

543

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.aef.edu.in/acbcs/pages/infrast-structure

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

ACBCS has 20209.43 SQ. FT Sports ground. Through its excellent sports facilities, ACBCS offers opportunities to students for regular work-out, lifestyle management and interaction. Every year ACBCS Organizes Sports Meet in which Sports Competitions held each year as a mega event. Different sports events, games like badminton, basketball, volleyball, cricket, football, chess, tug of war, athletics (Shot put, 100 m sprint, Long Jump) to clinch the much coveted trophies. The students of various institutions also present a colourful cultural programme depicting the different cultures followed in different states of India.

Facility available

Quantity

Area

Football Fields

01

171162 Sq. Ft.

Volleyball Courts

01

Basket Ball Courts

01

Cricket Ground

01

Tug of war Rope

01

Carom Boards

08

628 Sq. Ft.

Chess Boards

08

2. Cultural activities: To explore and nourish the hidden talents among the students, every year institution organizes various cultural events. ACBCS also organizes 'UDAAN' a state level competition and 'Indradhanushya' is organized at ACBCS campus every alternate year. The institution has made available auditorium with 150 seating capacity, Seminar hall with 150 capacity, and Institution organises competitions like poster making, face painting, tuck shop, etc. where students display their creations and innovative ideas, talent in various form.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.aef.edu.in/acbcs/pages/infrast_ructure

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

21

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

21

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.aef.edu.in/acbcs/pages/infrast-structure
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)

8265750

File Description	Documents
Upload any additional information	View File
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)

Library is the resource hub for knowledge and has a vast collection of books, journals, magazines, periodicals. Library has facilities such as KOHA Library software and OPAC (Online Public Access Catalogue) which is used by students & faculty for search of books by title/ author name etc. Separate reading room is available for undergraduate students and teachers. Separate e-library is also available with facilities such as subscription for N-LIST (E-Journals, E-Books,) etc.

Description of ILMS is as follows:

Name of ILMS software

Nature of automation

Version

Year of automation

KOHA

Partially automated

NA

2021

Highlights of facilities in Library: The books are arranged according to Dewey decimal classification and arranged in the library in systematic manner.

Facilities

Details

Reference section

Separate reference section for Books, Journals, project report is available in the library.

Journals

The national and International Journals are arranged separately

E-Library

There is a E-Library section for e-recourses

News paper section

There is a separate News paper section.

Question Bank

Question papers of Sessional & University Examination are available

for students.

Journals, theses and CDs available in library (As on 16.12.2022)

Books

Titles:

2120

7685

Volumes:

Theses:

4

Journals:

National: 10

International: 03

CDs

1023

News paper

09

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.aef.edu.in/acbcs/pages/library

4.2.2 - The institution has subscription for the A. Any 4 or more of the above following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-

books Databases Remote access toe-resources

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)**

35400

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**

26

File Description	Documents
Any additional information	View File
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**

ACBCS has enormous and latest IT Infrastructure to support the teaching & learning processes. During pandemic situation ACBCS has provided strong IT support which helps students as well as

faculties to effectively adopt the online teaching mode. ACBCS has purchased Zoom paid version to make online teaching effective and easier. The updation of IT facilities has been regularly done by IT department as per IT maintenance policy. Maintenance has been checked through internal and external audit. Details of ACBCS computing facilities i.e., hardware and software are ACBCS Campus is under CCTV surveillance, Class rooms, Seminar Hall, staff room, electronic and math lab and computer lab, all departments, library and reading room, Principal cabin, QAG office, student development cell, NSS room, IT and server room, admin office, women redressal cell, exam room and sport room with LCD projector, Lecture capturing system, software and internet connection for power presentation etc.

Students and faculty members have access to electronic resources which encourages them to use e-learning resources of library. Software packages provided to the staff and students are given below are as:

NLIST and ERP

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.aef.edu.in/acbcs/pages/infrast_ructure

4.3.2 - Number of Computers

205

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

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)

8352006

File Description	Documents
Upload any additional information	View File
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.

The ACBCS has a dedicated maintenance department responsible for carrying out the duties of Estate Office and is responsible for overseeing the maintenance of buildings, class rooms, laboratories, cafeterias, sports facilities. A maintenance committee is constituted at campus who oversees the maintenance and upkeep of the physical infrastructure, facilities, green areas etc. The department has qualified and skilled manpower for electric work, plumbing, carpentry work, horticulture etc. Maintenance of infrastructure facilities, services and equipment's is done as per following details:

1. The ACBCS has power management department to ensure uninterrupted power supply and maintenance of electrical assets. The maintenance of equipment like Generator Sets, Adequate Lighting, UPS, Solar Panels etc. are undertaken as per their preventive maintenance schedules, guidelines by the equipment

supplier.2. Maintenance of Services: A fleet of buses are maintained by the transport department of the ACBCS. Sports facilities, etc. are maintained by the administration department as per the guidelines. Housekeeping services are in-house and available on campus as per their duty hours. **Maintenance of Equipments:** The ACBCS has a dedicated cell to look after the repair, maintenance and upkeep of labs. Major laboratory equipments are under Annual Maintenance Contract for their regular preventive and corrective maintenance.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.aef.edu.in/acbcs/up-images/downloads/upFile_0-442-link-maintenace-policypages15-61dbf9afb6d05.pdf

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

46

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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

40

File Description	Documents
Upload any additional information	View File
Number of students benefitted 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

A. All of the above

File Description	Documents
Link to institutional website	https://www.aef.edu.in/acbcs/photo-gallery/International-Yoga-Day2022
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

595

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

369

File Description	Documents
Any additional information	View File
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 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

A. All of the above

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	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

64

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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**

72

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**

45

File Description	Documents
Upload supporting data for the same	View File
Any additional information	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.**

6

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
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)

As per the provisions of section 56(1) Maharashtra Universities Act 2016, the college has constituted a Student Council.

As per the statutory body requirement, institute established student council committee in year June 2014, with the objective of inculcating the qualities of leadership, organization, and responsibility in the students, an active Student Council is in place along with a strong representation of students in the academic and administrative bodies/committees.

Ashoka Center for Business and Computer studies, Nashik always gives priority to overall development of students by conducting various activities to develop skills and knowledge with the help of student development cell.

In ACBCS from the academic year 2020-21 to 2022-23 Ms. Khushbu Patil was appointed as student Development Officer by SPPU. Under the guidance of Principal Dr. Harsha Patil.

ACBCS has formed student council under Student Development Cell on 23rd October 2021 through Physical Interviews. Student council consists of different representatives as below.

Student Council 2021-22

Sr.no

Student name

Class

Post

1

Mayuresh Gadhekar

SYBBA(CA)

General Secretary(ACBCS)

2

Nain Bhansali

SYBBA

Cultural Representative ACBCS(Boy)

3

Yukti Patil

TYBSc(CS)

Cultural Representative ACBCS(Girl)

4

Piyush Pachorkar

TYBBA

Sports representative-ACBCS(Boy)

5

Minal chandvadkar

TYBSc(CS)

Sports representative-ACBCS(Girl)

6

Anushka Lele

SYBBA (CA)

Ladies Representative-ACBCS

File Description	Documents
Paste link for additional information	https://www.aef.edu.in/acbcs/pages/students-activities
Upload any additional information	View File

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

35

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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

ACBCS alumni association is registered as "Ashoka Education Foundation's Ashoka Center for Business and Computer Studies, Alumni Association" on 12th March 2019 under the societies Registration Act, 1860 (XXI of 1860).

Alumni Association meeting is organized with committee members and

tentative programs are finalized.

Date

Name of Activity

Name of Alumni

28-09-2021

Talk with Star Alumni

Ms. Rutuja Matade,

Ms. Monica Tiwari ,

Ms. Abhiman Kanojia,

Ms. Rashmi Jodhani

Ms. Rashi Mehani

25-09-2021

Journey with LTI

Mr. Neeraj Bhagat

Ms. Esha Dubey

Ms. Nidhi Dingra

Mr. Shaswat Singh

09-04-2021

Talk with Star Alumni

Ms. Neha Badkas

Mr. Asjad Khan

12-02-2022

Key aspects of PI

Ms. Jaspreet Kaur Sibal

29-02-2022

Career in Cloud Technologies

Mr Yash Agarwal

04-01-2022

Industry Experience

Mr. Mayur Thakare

Other Activities:

07-02-2022

Alumni Talks (farewell for ACBCS students batch 201-2022)

Mr. Arbaz Khan- SCM Managar, Canada

Mrs. Ruchira Verma

Ms. Rasika Natu- Singer

Ms. Ayushi Mathur- HR, USA

Ms. Mona Shaikh- TCS

Mrs. Rutuja Mathade

15-12-2021 to

17-12-2021

BBA Mock Viva:

Mr. Pushkar Mundada, Mr. Taher Merchant, Mr. Rahul Pawar, Ms. Freyan Irani, Mr. YashKadwe

04-09-2022

Body Language & Interview Etiquettes

Ms. Shivani Nagdev

13-08-2022

Tree Plantation social activity - Ramyata Foundation

Alumni Association

File Description	Documents
Paste link for additional information	https://www.aef.edu.in/acbcs/pages/activities-alumni
Upload any additional information	View File

5.4.2 - Alumni contribution during the year D. 1 Lakhs - 3Lakhs (INR in Lakhs)

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

Mission statement : "To make our students thinkers for self-exploration with technical and skill specific knowledge to create young professionals."

Vision statement : "To embed need based knowledge through holistic approach to create responsible future generation with deep rooted ethos."

Need based process in education is the process based on exploration of the need of a learner from the perspective of global requirement.

Transformation/ Upgradation taking into consideration the perpetual sustainability of the imparted knowledge in every walk of learner life.

Holistic approach implies the approach of education for the

learner through intellectual, emotional, social, physical and spiritual domains

Modernisation in the education system is essential for students to practice the value based culture as it establishes high self esteem among the students, which can make them capable of understanding & following core "Indian values" system.

Students as thinkers: Accelerated process intended for education not in general but specific with a speed and accuracy of the learners' ability.

Young professionals signify the ability of students to face these challenges by appropriate methodology followed by providing full exposure to industry during the phase of their growth. Apply their potential and ability to perform the best under any circumstances.

File Description	Documents
Paste link for additional information	https://www.aef.edu.in/acbcs/pages/aboutacbcs
Upload any additional information	View File

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

The institute promotes a culture of participative management by involving the staff and students in various activities. Both students and faculties are allowed to express themselves by giving any suggestions or inputs to improve the excellence by using facts, information aligned with the objectives and outcomes. The principal, HODs and staff members are involved in defining the policies and procedures, and rules regulations pertaining to governing and effectively implementing the same to ensure smooth and systematic functioning of the institute.

Weekly unit meeting is conducted chaired by Administrator/ Director of Higher Education.

Following points are discussed in it:

Weekly Attendance of students (class wise), admissions and promotional activities conducted, activities planned and conducted for the period, Achievements of unit, staff, students & alumni,

issues/grievances, if any other point. Principal & committee heads brief the details in it.

College Development Committee (CDC) is formulated and meetings are conducted as per norms laid down in university act.

Management Review meeting (MRM) is conducted chaired by Honourable Chairman/ Secretary of the Organisation. The review of working through Quality assurance guidance(QAG) cell and ISO process is taken in it.

Academic Year Committee (AYC) is formulated responsible for drafting, regulating and implementing different academic policies.

File Description	Documents
Paste link for additional information	https://www.aef.edu.in/acbcs/up-images/downloads/upFile_0-academiccalendaray202122-64d0afdada7e6f.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institute operates in line with the vision and mission statement formulated. It also has made its statement of purpose (SOP) which is considered in developing strategy and prospective plan, to deploy various activities and plan of actions.

Statement of Purpose "We are committed and determined to redefine the cause of excellence in Education and implement it through an accelerated need based practical oriented process with holistic approach to empower learners for self-exploration to become a responsible global citizen with deep rooted ethos of Indian culture and tradition."

Admission of Students: Admission committee is formulated every year for allocation of various work of admission.

Library, ICT and Physical Infrastructure / Instrumentation: The institution has infrastructure according to university norms. The classrooms are equipped with technology to enhance the teaching learning process. Library is catering to diverse need of students and faculty. International Journals, National Journals, Magazines

and dailies. E-Resources like 1. SHODH SINDHU 2. SHODH GANGA 3.N-list are made available.

Curriculum Development: Being an affiliated College to Savitribai Phule Pune University follows the curriculum prescribed and it is systematic implementation by detailed planning and execution by the educators.

Human Resource Management: Staff is recruited as per norms of university guidelines. Various FDP (in house and outside) are attended by staff.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.aef.edu.in/acbcs/pages/igac-iso
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 Organizational Structure of the College consists of the Management Executive Council, Governing body of Board of Directors, the Principal along with Local managing committee (College Development Committee) & Internal Quality Assurance Cell. The teaching staff, the non-teaching staff and the students perform their functions as per policies formulated for college governance.

The Management of the College consists of the Hon.Chairman, Hon.Secretary. The Board of Directors consists of Director: Higher Education, Administrator. They are the highest decision-making body, which are in constant touch with the Principal on all matters pertaining to the smooth functioning of the institution.

The Principal is assisted by the HOD/Vice Principal of Department, Academic Coordinator and Teachers-in-Charge of the Classes, the Staff Council (all teaching faculty) and the Non-Teaching Staff, which comprises of the Administrative Officer, Section Officers (one for Accounts Office and one for the General Administration), Senior and Junior Office Assistants and support staff.

Student council meetings are held regularly to address the student related issues and organize extra-curricular activities through various Cultural Societies.

The Anti Ragging Cell, Grievance Redressal Committee and the Internal Complaints Committee: The objective of these committees is to ensure that no violation of rules takes place within the college.

File Description	Documents
Paste link for additional information	https://www.aef.edu.in/acbcs/pages/mandatory-disclosures
Link to Organogram of the Institution webpage	https://www.aef.edu.in/acbcs/pages/igac-naac
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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
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

Faculty empowerment through yearly career planning is the policy that seeks to encompass the whole staff community. Staff career planning and evaluation recognizes scholarly activity in pursuit of academic excellence is the responsibility of each member of the staff, supported and guided by the Head of Department. It includes

on-job learning, specific training in order to carry out new activities and challenges, knowledge sharing with colleagues, mentoring, coaching, research and study, consultancy, participation in conferences, seminars, courses and training programmes. welfare benefits are provided to all staff members:

1. Educator members are promoted for self-development programs and higher education.
2. Various leaves available to teaching and non-teaching staff are vacation leave, casual leave, duty leave, medical leave, study leave.
3. Fees instalments & fees concession scheme for wards of staff.
4. Employee Provident Fund for teaching and non-teaching staff.
5. The College provides college uniform to non-teaching staff (Security Personal and peons).
7. Parking facility to teaching and non teaching staff.
- 8 Diwali gift, tea and subsidies lunch facility to teaching and non teaching staff .
9. For research work separate PCs are allocated with internet connection.
10. Every year, staff get an increment based on performance.

File Description	Documents
Paste link for additional information	https://www.aef.edu.in/acbcs/pages/Faculty-Welfare-and-Development.
Upload any additional information	View File

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

17

File Description	Documents
Upload any additional information	View File
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

10

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
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

35

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 college has a Performance Based Appraisal System from the initiation of the college. The staff members are required to fill and submit the prescribed performance appraisal forms along with the necessary documents. The principal/Vice principals verifies all the necessary reports and forward it to management.

Teaching staff: Performance appraisal is divided into four categories based on API criteria.

CATEGORY-I : Academic performance (Present Educating Status)
Results for the academic year for the particular subject taught by the faculty.

CATEGORY-II : Development of Professional Additional training
taken in the academic year. Details of refresher course, FDP, Workshops, Seminars attained by individual.

CATEGORY III : Research and Development 1. Details of research papers published in various journals. overall faculty involved in research.

CATEGORY IV : Administrative Work and Contribution in Co-Curricular Activities and organisational contribution. Other details like problems faced in the academic year, Suggestion for the Improvement in the Institutional System

Non Teaching : Performance appraisal is based on the punctuality, sincerity, hard working and other facts of the staff. Performance appraisal form is also filled by non-teaching staff and the same

steps are followed with respect to their reporting hierarchy, evaluation is done and forwarded to management.

File Description	Documents
Paste link for additional information	https://www.aef.edu.in/acbcs/up-images/downloads/upFile_0-635-appraisal-forms-6421767e04f0b.pdf
Upload any additional information	View File

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

The Institute have own internal audit mechanism which is an ongoing continuous process in addition to the external auditors to verify and certify the entire Income and Expenditure and the Capital Expenditure of the College. Qualified Internal Auditors from external resources are appointed and a team of staff under them do a thorough check and verification of all vouchers of the transactions that are carried out in each financial year. Likewise an external audit is also carried out in an elaborate way on a quarterly basis.

The college has both the internal and external audit mechanisms. For internal audit, a panel of accountants is appointed by the management. They regularly conduct the audit programmes At the end of every financial year final audit is conducted.

The audit of expenditure incurred under various examinations and grants sanctioned conducting seminars/conferences/workshops etc. is conducted. ISO process of an institution conducts audit programmes from time to time. So far there have been no major findings /objections. In or errors of omissions and commissions when pointed out by the audit team are immediately corrected / rectified and precautionary steps are taken to avoid recurrence of such errors in future.

File Description	Documents
Paste link for additional information	https://www.aef.edu.in/acbcs/pages/mandatory-disclosures
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)

0.3978

File Description	Documents
Annual statements of accounts	View File
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 institution has a regular system of annual budgeting and auditing of its accounts of internal and external systems.

Institutes have developed their own internal audit structure to process and monitor effective and efficient use of available financial resources. The Finance and Purchase Committee is actively involved in the mobilization and use of available financial resources. As per the requirement of the academic and infrastructural facilities by various departments, the Purchase Committee as well as the Management make new purchases after the procedure and sanction. The budget is allocated to the departments

yearly and the expenses are met accordingly after completion of the technical formalities. The funds are allocated on a priority basis for various purposes. The finance head scrutinized to ensure further effective and efficient use of financial resources.

The annual budget of Revenue Expenditure and Capital Expenditure

are recommended annually by the Finance Committee and approved by the Board of Trustees. Results are compared and analyzed. Working following on time and real time basis under internal control mechanism. Expenses are monitored, checked and controlled under vertical hierarchy through the internal control system of all the day-to-day transactions. Apart from above external statutory auditors are appointed by the trust.

File Description	Documents
Paste link for additional information	https://bcud.unipune.ac.in/Utilities/College_Search/BlncSheet.aspx?ccode=jC/s+DZezLzIzvblbCPOHw==&Lang=ENG
Upload any additional information	View File

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

The two practices institutionalized by IQAC are:

1] Promotion of research culture through state level "Eureka Research Competition"

A State Level Innovative Idea Competition "Eureka...from the

student...for the society" was a unique competition to provide an opportunity for expression of ingenious thoughts.. The objectives of the events are:

1. To make students think beyond the curriculum.
2. To generate innovative and creative solutions to social issues.
3. To inculcate research culture among students.
4. To provide an opportunity for expression of ingenious thoughts.

2. SRPS (Student Research Project scheme) provide platform to all student to enhance their skills in research area by guiding them in writing and presenting research paper. This will also promote an action-oriented research and high impact research among motivated faculties and students from diverse disciplines focusing on issues and problems having some social relevance.

File Description	Documents
Paste link for additional information	https://www.aef.edu.in/acbcs/pages/eureka-competition
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 two practices institutionalized by IQAC are:

1] Promotion of research culture through state level "Eureka Research Competition"

A State Level Innovative Idea Competition "Eureka...from the student...for the society" was a unique competition to provide an opportunity for expression of ingenious thoughts.. The objectives of the events are:

1. To make students think beyond the curriculum.
2. To generate innovative and creative solutions to social issues.
3. To inculcate research culture among students.
4. To provide an opportunity for expression of ingenious thoughts.

2. SRPS (Student Research Project scheme) provide platform to all student to enhance their skills in research area by guiding them in writing and presenting research paper. This will also promote an action-oriented research and high impact research among motivated faculties and students from diverse disciplines focusing on issues and problems having some social relevance.

1. To create awareness of research among the students
2. To make students well acquainted with importance and opportunities involved in the research work
3. To inculcate the research culture in institutes and among the students
4. To identify young talent, build capacity, promote innovation and support inter- disciplinary research in collaboration with faculties

File Description	Documents
Paste link for additional information	https://www.aef.edu.in/acbcs/pages/eureka-competition
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)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.aef.edu.in/acbcs/up-images/downloads/upFile_0-annual-report-202122-63a52a685e951.pdf
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

Ashoka Center for business and computer studies has initiated several measures in gender equity & sensitization which are seen in the activities conducted by the Institution. ACBCS promotes gender sensitization through co-curricular activities like seminars, guest lectures, counselling, etc.

Awareness programs like the importance of human rights, Cyber security awareness programs are conducted periodically. ABS tries its best to work towards being a gender-neutral educational institute.

The admission report observed that there is a high social diversity among the students of the college, number of women students is higher than men, The report also recorded that the campus, infrastructure and space for interaction between different groups are good. As per the UGC regulations, 2015 the grievance Committee (GC) is constituted by the college. The Women Complaints and Redressed of the complaints are worked out by VISHAKHA Committee. Expert sessions are organised.

ACBCS provides safety and security facilities for its students and staff such as CCTV surveillance throughout the campus and security arrangements. Students wear ID cards within the campus and outsiders are checked by security staff before entry.

A Mentoring Program takes care of the students' academic, emotional, social and spiritual development. Personal counselling is provided to the students. There are separate common room facilities for girls and boys. There is a sanitary napkin vending machine for the safe and hygienic disposal of sanitary napkins.

File Description	Documents
Annual gender sensitization action plan	https://www.aef.edu.in/acbcs/up-images/downloads/upFile_0-gender-sesitization-action-plan-64d4bef1d6ab6.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	https://www.aef.edu.in/acbcs/up-images/downloads/upFile_0-gender-sensitization-programmevishakha-64d214b577c51.pdf

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

1. Solid waste management

The waste is generated by all sorts of routine activities carried out in the College that includes paper, plastics, glass, foods, etc. There are two colored garbage bins (Green and Blue) in the canteen

and within the premises to segregate and collect the wastes

2. Liquid waste management

Liquid waste in the form of sewage is generated, which has underground drains through which the liquid waste is transported to the Sewage Treatment Plants (STPs) and Effluent Treatment Plants

(ETPs) of NMC

3. E-waste management

All types of E-wastes generated in the Institute are collected by a 3rd party agency [Rencent Technologies] which recycles them properly. The Ashoka Education Foundation has centralized facility to collect e-waste from Colleges, housekeeping and disposal. E-wastes such as computers, laptops, scanner, printer etc. if generated are collected centrally & disposed off. Old monitors and CPUs are repaired and reused.

Type of waste generated from various sources

Sr no.

Source

Type of waste generated

1

Classrooms

Paper, plastic, pen, pencil, charts, disposable cups, wrappers

2

Lab

Paper, Plastic, Pen, Pencil, Bottles

3

Staffroom

Paper, Wrappers, Plastic, Bottles

4

Office

Paper and plastic

5

Library**Paper and plastic**

6

Toilets**Paper, plastic and sanitary napkins.**

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://www.aef.edu.in/acbcs/pages/igac-naac
Any other relevant information	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 **A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: B. Any 3 of the above

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**

5. landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

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

B. Any 3 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	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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).

To build a nation of youth who are noble in their attitude and morally responsible, ACBCS has organized and conducted several activities as per academic calendar and sppu circulars of Azadi ka Amrutmahostave to build and promote an environment for ethical, cultural, and spiritual values among the students and staff. To develop the emotional and religious feelings among the students and the faculty, commemorative days are celebrated on the campus for not only recreation but also to generate the feeling of social harmony. The college and its teacher and staff jointly celebrate the cultural and regional festivals like Fresher Party ,teacher's day, orientation and farewell program, Induction program, rally, oath, plantation, Youth day, Women's day, Yoga day, festivals like Diwali celebration etc. religious ritual activities. Motivational lectures are arranged for all-round development of the students for their personality development and to make them responsible citizens following the national values of social and communal harmony and national integration. Besides academic and cultural activities, sports activities for the physical development of the students. In this way the institute's efforts/initiatives in providing an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic, and other diversities.

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	View File

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

In observation of the importance of inculcating the constitutional obligations, values, rights, duties and responsibility in both staff and students of ACBCS, the college has taken the initiation of introducing the Constitution of India as an audit course to its students besides organizing sensitization and awareness programmes in the college regarding Human Rights, Fundamental Rights, Legal Awareness, Traffic Awareness, Civil Safety, Values etc.

The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations. In college various activities are conducted to sensitize students and employees with values, rights, duties and responsible citizen. Various activities like Blood Donation Camp, Road safety, Independence day, Republic Day, swachataabhiyaan were initiated. On occasion of Republic day pledge of constitution preamble is taken by all faculties and student.

ACBCS has conducted sessions on Democracy, Election and Governance with following objectives

1. To introduce the students meaning of democracy and the role of the governance

2. To help them understand the various approaches to the study of democracy and governance

Topics covered under this are mostly Democracy- Foundation and Dimensions, Decentralization, Governance etc.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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

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

All staff members and students gather in the college to celebrate these days. Celebration of cultural and constitutional festivals is integral part of college's co-curricular activities. The academic calendar is brimming with important events which show enthusiasm of this institution in celebrating many national and international days and festivals. Republic day on 26th January and Independence Day on 15th August is celebrated every year in the college with great enthusiasm and pride. A function is organized in the college campus where all staff members and students share their thoughts about importance of this day in history of nation

and pay tribute to all freedom fighters. National and international days are also celebrated in our institution so that students get knowledge about the great personalities in our political, social, cultural and scientific history. International Yoga day is also celebrated on 21st June every year in the college. Teachers day is also celebrated on 5th September we celebrate the birth anniversary of Dr. Sarvepalli Radhakrishnan. The common birthday of Mahatma Gandhi and Lal Bahadur Shastri on 2nd October is commemorated as Swachhta Diwas.. The birth anniversary of Sardar Vallabhbhai Patel on 31st October is celebrated as National Unity Day. 26th November is also celebrated as National Constitution day.

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 : Student Development Program (SDP)

Objectives: 1. To provide need based Workshop to students according to their goal.

1. To arrange recent trends seminars to provide practical knowledge and hands on experience.

2. To conduct market required skill development program for the students.

The Context : 1. Student Development Program focuses on the enhancement of the skills of the students apart from regular academic development.

1. It at increasing levels of understanding of the concepts and

practical implementation of knowledge along with their research aptitude.

2. It help holistic development of the students them thinkers.

3. To bridge the gap between the theory and practical knowledge.

Best Practice - II

Title of the Practice: Holistic Development Cell Objectives of the Practice:

1. To impart selected life skills in students which will help them to live more happy and meaningful life

2. To inculcate selective social and Universal human values in students.

3. To help students in being physically, emotionally and mentally fit and make them ready to face challenges.

The Context : Holistic Development cell will work for overall development of students. This cell help students in inculcating some life skills and human values.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

Good reporting system helps the management in proper planning and controlling. Monthly report is having total marks 300. It includes Teaching Learning for 70 marks, Class Observation 35 marks, Central Committee for 35 marks, Unit Committee 50 marks, Research and Academic Contribution for 70 marks, Mentoring Feedback Score for 30 marks and Teaching feedback (Academic) for 10 marks.

Teaching Learning includes number of planned lectures V/s

conducted actual lectures , percentage of planned syllabus and actual completed syllabus in particular month. Central Committee Marks are taken as per QAG Committee List. Unit level committees are not considered under central committee.

Marks for incharge are 35.

Research and Academic Contribution for international level is 20,national level for 15 marks, state level for 12 marks, university level for 10 marks, college level for 8 marks, FDP unit level for 8 marks and paper work started or initiated for 5 marks.

Mentorship feedback will be taken from mentees based on questionnaire included in the Google form.

Monthly Report duration is first day of month to last working day of month .Principal/Director checks and verifies Monthly reports of each and every faculty and do the appropriate action.

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 institute follows the Choice Based Credit System as prescribed by SPPU. AY 2021-22 leads to carry out curriculum planning, delivery, enrichment & feedback carried out in online mode due to COVID for 1st term and offline mode for second term.

Curriculum planning is initiated at starting of every semester by core Academic Committee who prepares the academic calendar for every semester in accordance with the university academic schedule, which comprises the duration, internal assessments for theory and lab courses, flagship events such as Eureka, Annual Day, Sports day, General Holidays, and disseminates it to the departments and students.

Subject allocation as per expertise & timetable for department is prepared by HOD. The subject teacher prepares Microplan, lesson plan and study material along with the Course Outcomes (CO's) and maps it with Program Outcomes (PO's) for each course.

Curriculum Delivery is carried out by using ICT tools and innovative teaching-learning online teaching Pedagogy.

Curriculum is enriched through Expert Session, industry visits and value-added courses like advanced excel, Business Managerial skills etc.

Feedback on curriculum teaching by observing faculties sessions by principal, vice principals & coordinators that helps to change teaching pedagogy to make deployment of curriculum more effective way.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.aef.edu.in/acbcs/up-images/downloads/upFile_0-academiccalendaray202122-64d0afdad7e6f.pdf

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

The Academic Committee prepares the academic calendar as well its compliance report. Academic calendar comprises detail information about total working days in the semester, holidays and curricular, co-curricular and extracurricular activities and The schedule of internal and external examination which is shared with students through their class what's app group. Telegram and Google classroom. Separate internal committee formed to execute& monitor CIE .CIE pattern is shared with students and shown below.

Evaluation1

Evaluation2

Evaluation3

Mid Term Exam

End Term Exam

Attendance

- Evaluation may consist of subject wise written test, Orals, Assignment writing, Group activities, subject wise Presentation on respective topic, etc.
- Midterm based on 50% & End Term based on 100% syllabus which are in written form. After completion of each evaluation students are categorised into different grades as mention below

Grade

Percentage

O
Above 90

A
80-90

B
70-80

C
60-70

D
50-60

E
40-50

After grading of the student, if student is in lower grade, faculties' takes continuous efforts on the student to improve his/her grade in next evaluation. Remedial sessions through extra lectures are also planned for the students achieving low grades. Continuous follow up regarding student grade improvement is taken by management.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.aef.edu.in/acbcs/pages/examination-cell

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

B. Any 3 of the above

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

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

7

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)

9

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

510

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

308

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

Modern curriculum always responds to the needs of the society emerging out of various social issues and challenges. The college has taken special efforts through online zoom platform in this academic year to integrate the cross cutting issues as given below:

Gender : Programmes, workshops, seminars related to issues of gender for girl as well as to boys students of the college to sensitize them towards the issues of women under the "Vishakha". Issues like women health, female abuse, female feticides, anti dowry etc are dealt.

Environmental Education and Climate Change organizes environment awareness camp, tree plantation, Eco-friendly, Ganesh Idols Waste Management System ,Rain water harvesting, e-waste disposal, saving energy, proper ventilation, optimal use

of energy are few of the highlights.

Human values : Anti-ragging and 'Women's Grievance Committee' monitors the matters of conduct and discipline. Students Participate in various social activities Traditional day ,Teachers Day, Visit to adhar ashram, Health Check Up , Save girl child activity , Traffic Rules and Road Safety & Swachh Bharat Abhiyan.

Professional Ethics: Industrial visits/internship carried out by students through telephonic/zoom interview and offline visits by taking all precautionary measures of Covid 19 pandemic. Students participated in various conferences/seminar to present their research work.

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

53

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
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

743

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**

A. All of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.aef.edu.in/acbcs/pages/feedback-and-grievance-form

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 sanctioned seats during the year

503

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

232

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

Every student has different learning attitudes and learning habits. Faculties are applying different teaching methodology to cope up the students from their needs. Different types of internal assessment of the learning levels of the students, which is done by the teachers in the classrooms during the lecture and by conducting tests, assignments, presentation, viva. On the basis of assessments Advanced and slow learners are identified. Specific teaching learning methodologies are designed, and needs of such students are planned and implemented.

Slow Learners:

Ashoka Center for Business and Computer studies has created a Remedial club after identification of slow learners. This will help them to do better in academics. This cell will provide necessary support in terms of content, Question bank and additional lectures to weaker students.

Advanced Learners:

Ashoka Center for Business and Computer studies has created an Elite club after identification of advanced learners. This Cell will cater the specific needs of academically Class toppers. This will help them to excel in academics and get ranks in university results. This cell will cater the needs of academically excellent students.

File Description	Documents
Link for additional Information	https://www.aef.edu.in/acbcs/pages/activities-student-development-program
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
791	35

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

1. Projects:

Students are working on various companies project to fulfil their requirement by this the measurable outcomes desired from a project.

2. On field Assignment:

Field Assignment involves analyzing the condition of the field as well as review of all current management practices. Field Assignment on sports, industrial visit, excursion etc.

3. Internship and placement:

It's an opportunity from employer of a company to student's interest in gaining work experience in a particular Specialization.

4. Case Study:

Case Studies to improve the problem-solving ability of the students.

5. Research Cell:

In pandemic situation cell helps students to publishing and presenting students paper in national and international level.

6. ICT and E-Resources:

College encourages students use ICT and E-Resources.

7. Interactive Approach:

The college serve an interactive approach through discussions, peer learning, Subject presentations to boost greater sharing and interactive learning.

8. E-bulletin:

Through E-bulletin students achievements are published to motivate and nurture the skill.

9.Participative Learning:

Through NSS, students work in social group, takes part in seminars, conference and workshop, magazine, sports Competition, case study, supports flipped classroom teaching methodology.

10.Problem Solving Methodologies:

By conducting Mentorship, taking students previous year percentage, SWOT analysis, mentor solve their doubts and problems.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://www.aef.edu.in/acbcs/pages/igac-naac

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

Faculties of the College attempt to form the finest utilize of the innovation in their educating process. Teachers have the knowledge and abilities to use new digital tools to help all students to achieve high academic guidelines

- The classes have ICT Enabled Classrooms having Laptops, Desktops, and Projectors which helps students in the e-learning process. Some teachers use and share E-books which are very useful for the students as they are convenient and saves the cost of buying the physical books. In pandemic situation, Teachers used microphone

and cameras to connected speakers to enable them to reach to all the students in the classroom.

- College Library is providing E-book through ERP also provides accessibility to e-resources via INFLIBNET to teachers and students.
- The college has well equipped Computer, Mathematics as well as Electronics Labs with software.
- Teachers have prepared and present PPT, videos such as YouTube contents in the classrooms which help them have an interactive conversation with the students.
- Teachers have started taking lectures online on Zoom, MSTeam etc. FDPs are conducted to enable the teachers with these online platforms.
- Teachers share micro plan, reading materials, short/long notes, PPT, e-books over different media like Google Classroom, E-Mail, Blogs, WhatsApp etc.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.aef.edu.in/acbcs/pages/infrastructure

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

35

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
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

26

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
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

4

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

155

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.

There is complete transparency in the internal assessment as per university guidelines. The Examination committee follow academic calendar before the start of the sessions. The institute organizes Induction program to makes the students acquainted with the rules and regulations of the affiliating University, internal examination scheme and evaluation processes. At the beginning of the semester, faculty members inform the students about the various components in the assessment process during the semester.

The students are notified about the examination schedule through whatsapp and telegram group. As well as circulates the invigilation duty chart for the faculty. The pattern, quality and correctness of the question papers prepared by the faculty members for the internal assessment tests are verified by the HOD.

The answer papers of the students are distributed to them and the satisfaction of the students regarding evaluation is ensured. Average internal marks are shown to the students. student must submit lab record regularly. For lab courses, the marks/grade scored by the student for each experiment is indicated in the observation / record. For the quality of the projects, the evaluation is done by other faculties.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.aef.edu.in/acbcs/up-images/downloads/upFile_0-examgrievanceredressalmechanism-64ba427933b3b.pdf

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

ACBCS is the Minority College of Savitribai Phule University, therefore it follows the guidelines which are set by University for the condition of examinations.

College has well defined system of 3 concurrent evaluations, Midterm, End Term Exam and Attendance. Midterm and End term marks shared with students The students can check their marks and approach the concerned teacher directly in case of any

clarification or discrepancy.

At the end all the marks of evaluation and attendance marks are merged and final marks are finalized. Student can report any query, if any with the specified time period after which the marks finally uploaded on the university portal.

The Educator gives the corrected answer scripts to the students for verification. If any discrepancy is noticed, the Educator concerned may rectify and necessary corrections maybe made. If student is not satisfied with the marks awarded even after modification by the Educator, student may present the same to HOD concerned.

The marks are sent to the university only after each student has been given ample opportunity and time to review and register her complaint, if any. The final Internal Assessment marks are reviewed by the Departments with the help of subject teachers

File Description	Documents
Any additional information	View File
Link for additional information	https://www.aef.edu.in/acbcs/pages/examination-cell

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The Program Outcomes (PO) and Course Outcomes (CO) are adopted for all programs offered by the institution in accordance with "Savitribai Phule University" guidelines.

- The guidelines are circulated to faculties and students about Co and Po.
- In orientation Program, Co and Po focused on to faculties and students.
- Savitribai Phule University provides syllabus on the website portal, also college gives syllabus to students in the beginning of the session and Teachers are also well communicated about the outcomes.
- Students are motivated towards course outcomes throughout the course of the programme.

- Savitribai Phule University provides, Program Outcomes, Course Outcomes of each subject which the students will achieve in learning that subject.
- Special Orientation Programme is conducted for the new appointed teacher, so that faculties can get familiar with the outcomes of each Programme.
- PO'S CO'S and PSO'S are communicated by the following ways.

1. Stakeholder's especially employers, students are informed through orientation as well as electronic media like College website, Social Media, Google Classroom etc.

2. Departmental page is published on the college website.

3. Program objectives are printed & pasted in Departments and on the Hand book.

4. Induction programme is conducted for teachers and students.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.aef.edu.in/acbcs/up-images/downloads/upFile_0-all-co-and-po-64d4ccd3419fa.pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

ACBCS, on regular basis evaluate the performance of student by various methods for measuring the attainment of each of the Program Specific Outcomes, Program Outcomes, and Course Outcomes. With the help of Co and Po of the program evaluation done by home assignments, unit tests, surprise tests, open book tests, seminars, Mid-Term exam, End-Term Exam etc. Each Educator is allotted mentees so that the student can be more focused and there is an overall development of the students. Throughout the semester subject-teacher maintain the record of each student. Regular seminars, debates, case studies, quizzes pertaining to the relevant subjects are conducted in the classroom to make learning an integrated and interesting process. As

a result of this continuous and constant mentoring from the qualified and enthusiastic Educator members, the institution was able to make many students to score distinctions. Many of students have participated in inter collegiate fests, sports meet of state and national level and have brought accolades to the institution. The co-curricular activity like Udaan, Avishkar and extracurricular activities like NSS, cultural fest, youth festival has made our students achieve many awards and grades which are highly exemplary of the attainment of the outcomes as mentioned in the outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.aef.edu.in/acbcs/up-images/downloads/upFile_0-evidence202301100001-64d616521c0ca.pdf

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

206

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	https://www.aef.edu.in/acbcs/up-images/downloads/upFile_0-annual-report-202122-63a52a685e951.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)

https://www.aef.edu.in/acbcs/up-images/downloads/upFile_0-sss-202122-64d6162ee3df4.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)	
0	
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 departments having Research projects funded by government and non government agencies during the year	
3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year	
0	
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	NA
3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year	
3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year	

32

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

55

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

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

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

25

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

3.3 - Extension Activities

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

We at ACBCS strive for overall development of students. To promote overall development, we have constituted various cells. In the year 2021-2022 we have conducted various activities under different cells. Under Holistic Development Cell and National Service Scheme we have conducted different activities. Under holistic Development Cell, We have conducted World Music Day, Guru Purnima, Independence day, World Heart Day, National Unity Day, Constitution Day, National Farmers Day, National Youth Day, Marathi Bhasha Gaurav Din, KaviSammelan.

Under NSS ACBCS conducted activities like International Yoga Day, Quiz on Anti-Tobacco day, Fit India Rally, Swatchta-Mission, Session on Rain water harvesting, Matru Vandana Yojana. Photo with kitchen garden & Digital Poster Activity, Visit to Old Age Home, Hand Washing Promotion, Personal hygiene and Solid-Liquid Waste Management, E-Quiz focusing malnourishment issues. Food and its optimum impact: Early identification of SAM children session. NSS day celebration, Azadika Amrut Mohtsav : Swachhata Abhiyan, Vaccination Camp/ Drive, Yuva Swasthya Abhiyan, Samvidhan Day Celebration - Quiz, National Unity day - slogan writing competition, Aids day Gender sensitization session, Youth Week activities, Voters Awareness Day Meme's competition, RashtiyaBalikaDiwas, Republic day coordination, 75 crore suryanamaskar, Tribute to Subhash chandrabose, NSS Camp at Jalalpur, eye checkup camp, Workshop on Gender Sensitization.

File Description	Documents
Paste link for additional information	https://www.aef.edu.in/acbcs/photo-gallery/Holistic-Activities-21-22
Upload any additional information	View File

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

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

6

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - 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

3.3.3.1 - 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

25

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

107

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

124

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

4

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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.

Ashoka Center for Business and computer Studies has developed high-tech campus with modern facilities/learning resources as per the curriculum requirements and norms of statutory/regulatory bodies. The Ashoka Center for Business and computer Studies provides resources and infrastructure for academic excellence according to its vision and Strategic

Objectives.

Sr. No.

Room Description

Quantity

Required Area

Available Area in Sq.Ft.

1.

Academic blocks

22

12 sq. ft.

640

1.

Counselling/Admission rooms

4

2 Square Meter per person

380

1.

Amphi-Theater, Seminar hall

1(150)

1(150)

1200 sq. ft.

A.T. = 4081

S.H. 1740

1.

Computers labs

4

600 sq. ft.

1000

1.

Electronic Lab

1

600 sq. ft.

802

1.

library

1

600 sq. ft.

1022

1.

Girls /Boyscommon room

2

150 sq. ft.

378

1.

Maths & stats Lab

1

0.557 Sq. meters (6 Sq. ft.)

532

1.

Exam Room

1

543

1.

NAAC Room

1

150 sq. ft.

543

1.

Store Room

1

1000 to 2000 sq. ft.

543

1.

Reading Room

1

2.33 m

660

1.

Cafeteria

1

3240

1.

Staff room

1

600 sq. ft.

802

1.

AISC & T&P

1

543

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.aef.edu.in/acbcs/pages/infrastructure

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

ACBCS has 20209.43 SQ. FT Sports ground. Through its excellent sports facilities, ACBCS offers opportunities to students for regular work-out, lifestyle management and interaction. Every year ACBCS Organizes Sports Meet in which Sports Competitions held each year as a mega event. Different sports events, games like badminton, basketball, volleyball, cricket, football, chess, tug of war, athletics (Shot put, 100 m sprint, Long Jump) to clinch the much coveted trophies. The students of various institutions also present a colourful cultural programme depicting the different cultures followed in different states of India.

Facility available

Quantity

Area

Football Fields

01

171162 Sq. Ft.

Volleyball Courts

01

Basket Ball Courts

01

Cricket Ground

01

Tug of war Rope

01

Carom Boards

08

628 Sq. Ft.

Chess Boards

08

2. Cultural activities: To explore and nourish the hidden talents among the students, every year institution organizes various cultural events. ACBCS also organizes 'UDAAN' a state level competition and 'Indradhanushya' is organized at ACBCS campus every alternate year. The institution has made available auditorium with 150 seating capacity, Seminar hall with 150 capacity, and Institution organises competitions like poster making, face painting, tuck shop, etc. where students display

their creations and innovative ideas, talent in various form.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.aef.edu.in/acbcs/pages/infrastructure

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

21

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

21

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.aef.edu.in/acbcs/pages/infrastructure
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)

8265750

File Description	Documents
Upload any additional information	View File
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)

Library is the resource hub for knowledge and has a vast collection of books, journals, magazines, periodicals. Library has facilities such as KOHA Library software and OPAC (Online Public Access Catalogue) which is used by students & faculty for search of books by title/ author name etc. Separate reading room is available for undergraduate students and teachers. Separate e-library is also available with facilities such as subscription for N-LIST (E-Journals, E-Books,) etc.

Description of ILMS is as follows:

Name of ILMS software

Nature of automation

Version

Year of automation

KOHA

Partially automated

NA

2021

Highlights of facilities in Library: The books are arranged according to Dewey decimal classification and arranged in the library in systematic manner.

Facilities

Details

Reference section

Separate reference section for Books, Journals, project report is available in the library.

Journals

The national and International Journals are arranged separately

E-Library

There is a E-Library section for e-recourses

News paper section

There is a separate News paper section.

Question Bank

Question papers of Sessional & University Examination are available

for students.

Journals, theses and CDs available in library (As on 16.12.2022)

Books

Titles:

2120

7685

Volumes:

Theses :

4

Journals:**National: 10****International: 03****CDs**

1023

News paper

09

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.aef.edu.in/acbcs/pages/librar y

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

A. Any 4 or more 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)

35400

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

26

File Description	Documents
Any additional information	View File
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

ACBCS has enormous and latest IT Infrastructure to support the teaching & learning processes. During pandemic situation ACBCS has provided strong IT support which helps students as well as faculties to effectively adopt the online teaching mode. ACBCS has purchased Zoom paid version to make online teaching effective and easier. The updation of IT facilities has been regularly done by IT department as per IT maintenance policy. Maintenance has been checked through internal and external audit. Details of ACBCS computing facilities i.e., hardware and software are ACBCS Campus is under CCTV surveillance, Class rooms, Seminar Hall, staff room, electronic and math lab and computer lab, all departments, library and reading room, Principal cabin, QAG office, student development cell, NSS room, IT and server room, admin office, women redressal cell, exam room and sport room with LCD projector, Lecture capturing system, software and internet connection for power presentation etc.

Students and faculty members have access to electronic

resources which encourages them to use e-learning resources of library. Software packages provided to the staff and students are given below are as:

NLIST and ERP

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.aef.edu.in/acbcs/pages/infrastructure

4.3.2 - Number of Computers

205

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

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)

8352006

File Description	Documents
Upload any additional information	View File
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.

The ACBCS has a dedicated maintenance department responsible for carrying out the duties of Estate Office and is responsible for overseeing the maintenance of buildings, class rooms, laboratories, cafeterias, sports facilities. A maintenance committee is constituted at campus who oversees the maintenance and upkeep of the physical infrastructure, facilities, green areas etc. The department has qualified and skilled manpower for electric work, plumbing, carpentry work, horticulture etc. Maintenance of infrastructure facilities, services and equipment's is done as per following details:

1. The ACBCS has power management department to ensure uninterrupted power supply and maintenance of electrical assets. The maintenance of equipment like Generator Sets, Adequate Lighting, UPS, Solar Panels etc. are undertaken as per their preventive maintenance schedules, guidelines by the equipment supplier. 2. Maintenance of Services: A fleet of buses are maintained by the transport department of the ACBCS. Sports facilities, etc. are maintained by the administration department as per the guidelines. Housekeeping services are in-house and available on campus as per their duty hours. Maintenance of Equipments: The ACBCS has a dedicated cell to look after the repair, maintenance and upkeep of labs. Major laboratory equipments are under Annual Maintenance Contract for their regular preventive and corrective maintenance.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.aef.edu.in/acbcs/up-images/downloads/upFile_0-442-link-maintenanace-policypages15-61dbf9afb6d05.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

46

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 benefitted 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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

40

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	A. All of the above
File Description	Documents
Link to institutional website	https://www.aef.edu.in/acbcs/photo-gallery/International-Yoga-Day2022
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	
595	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
369	
File Description	Documents
Any additional information	View File
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	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

64

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

72

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

45

File Description	Documents
Upload supporting data for the same	View File
Any additional information	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.

6

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
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)

As per the provisions of section 56(1) Maharashtra Universities Act 2016, the college has constituted a Student Council.

As per the statutory body requirement, institute established student council committee in year June 2014, with the objective of inculcating the qualities of leadership, organization, and responsibility in the students, an active Student Council is in place along with a strong representation of students in the academic and administrative bodies/committees.

Ashoka Center for Business and Computer studies, Nashik always gives priority to overall development of students by conducting various activities to develop skills and knowledge with the help of student development cell.

In ACBCS from the academic year 2020-21 to 2022-23 Ms. Khushbu Patil was appointed as student Development Officer by SPPU. Under the guidance of Principal Dr. Harsha Patil.

ACBCS has formed student council under Student Development Cell on 23rd October 2021 through Physical Interviews. Student council consists of different representatives as below.

Student Council 2021-22

Sr.no

Student name

Class

Post

1

Mayuresh Gadhekar

SYBBA(CA)

General Secretary(ACBCS)

2

Nain Bhansali

SYBBA

Cultural Representative ACBCS(Boy)

3

Yukti Patil

TYBSc(CS)

Cultural Representative ACBCS(Girl)

4

Piyush Pachorkar

TYBBA

Sports representative-ACBCS(Boy)

5

Minal chandvadkar

TYBSc(CS)

Sports representative-ACBCS(Girl)

6

Anushka Lele

SYBBA(CA)

Ladies Representative-ACBCS

File Description	Documents
Paste link for additional information	https://www.aef.edu.in/acbcs/pages/students-activities
Upload any additional information	View File

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

35

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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

ACBCS alumni association is registered as "Ashoka Education Foundation's Ashoka Center for Business and Computer Studies, Alumni Association" on 12th March 2019 under the societies Registration Act, 1860 (XXI of 1860).

Alumni Association meeting is organized with committee members and tentative programs are finalized.

Date

Name of Activity

Name of Alumni

28-09-2021

Talk with Star Alumni

Ms. Rutuja Matade,

Ms. Monica Tiwari ,

Ms. Abhiman Kanojia,

Ms. Rashmi Jodhani

Ms. Rashi Mehani

25-09-2021

Journey with LTI

Mr. Neeraj Bhagat

Ms. Esha Dubey

Ms. Nidhi Dingra

Mr. Shaswat Singh

09-04-2021

Talk with Star Alumni

Ms. Neha Badkas

Mr. Asjad Khan

12-02-2022

Key aspects of PI

Ms. Jaspreet Kaur Sibal

29-02-2022

Career in Cloud Technologies

Mr Yash Agarwal

04-01-2022

Industry Experience

Mr. Mayur Thakare

Other Activities:

07-02-2022

Alumni Talks (farewell for ACBCS students batch 201-2022)

Mr. Arbaz Khan- SCM Managar, Canada

Mrs. Ruchira Verma

Ms. Rasika Natu- Singer

Ms. Ayushi Mathur- HR, USA

Ms. Mona Shaikh- TCS

Mrs. Rutuja Mathade

15-12-2021 to

17-12-2021

BBA Mock Viva:

Mr. Pushkar Mundada, Mr. Taher Merchant, Mr. Rahul Pawar, Ms. Freyan Irani, Mr. YashKadwe

04-09-2022

Body Language & Interview Etiquettes

Ms. Shivani Nagdev

13-08-2022

Tree Plantation social activity - Ramyata Foundation

Alumni Association

File Description	Documents
Paste link for additional information	https://www.aef.edu.in/acbcs/pages/activities-alumni
Upload any additional information	View File

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

D. 1 Lakhs - 3Lakhs

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

Mission statement : "To make our students thinkers for self-exploration with technical and skill specific knowledge to create young professionals."

Vision statement : "To embed need based knowledge through holistic approach to create responsible future generation with deep rooted ethos."

Need based process in education is the process based on exploration of the need of a learner from the perspective of global requirement.

Transformation/ Upgradation taking into consideration the perpetual sustainability of the imparted knowledge in every walk of learner life.

Holistic approach implies the approach of education for the learner through intellectual, emotional, social, physical and spiritual domains

Modernisation in the education system is essential for students to practice the value based culture as it establishes high self esteem among the students, which can make them capable of understanding & following core "Indian values" system.

Students as thinkers: Accelerated process intended for education not in general but specific with a speed and accuracy of the learners' ability.

Young professionals signify the ability of students to face these challenges by appropriate methodology followed by providing full exposure to industry during the phase of their growth. Apply their potential and ability to perform the best under any circumstances.

File Description	Documents
Paste link for additional information	https://www.aef.edu.in/acbcs/pages/aboutacbcs
Upload any additional information	View File

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

The institute promotes a culture of participative management by involving the staff and students in various activities. Both students and faculties are allowed to express themselves by giving any suggestions or inputs to improve the excellence by using facts, information aligned with the objectives and outcomes. The principal, HODs and staff members are involved in defining the policies and procedures, and rules regulations pertaining to governing and effectively implementing the same to ensure smooth and systematic functioning of the institute.

Weekly unit meeting is conducted chaired by Administrator/ Director of Higher Education.

Following points are discussed in it:

Weekly Attendance of students (class wise), admissions and promotional activities conducted, activities planned and conducted for the period, Achievements of unit, staff, students & alumni, issues/grievances, if any other point. Principal & committee heads brief the details in it.

College Development Committee (CDC) is formulated and meetings are conducted as per norms laid down in university act.

Management Review meeting (MRM) is conducted chaired by

Honourable Chairman/ Secretary of the Organisation. The review of working through Quality assurance guidance(QAG) cell and ISO process is taken in it.

Academic Year Committee (AYC) is formulated responsible for drafting, regulating and implementing different academic policies.

File Description	Documents
Paste link for additional information	https://www.aef.edu.in/acbcs/up-images/downloads/upFile_0-academiccalendaray202122-64d0afdad7e6f.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institute operates in line with the vision and mission statement formulated. It also has made its statement of purpose (SOP) which is considered in developing strategy and prospective plan, to deploy various activities and plan of actions.

Statement of Purpose "We are committed and determined to redefine the cause of excellence in Education and implement it through an accelerated need based practical oriented process with holistic approach to empower learners for self-exploration to become a responsible global citizen with deep rooted ethos of Indian culture and tradition."

Admission of Students: Admission committee is formulated every year for allocation of various work of admission.

Library, ICT and Physical Infrastructure / Instrumentation: The institution has infrastructure according to university norms. The classrooms are equipped with technology to enhance the teaching learning process. Library is catering to diverse need of students and faculty. International Journals, National Journals, Magazines and dailies. E-Resources like 1. SHODH SINDHU 2. SHODH GANGA 3.N-list are made available.

Curriculum Development: Being an affiliated College to Savitribai Phule Pune University follows the curriculum

prescribed and it is systematic implementation by detailed planning and execution by the educators.

Human Resource Management: Staff is recruited as per norms of university guidelines. Various FDP (in house and outside) are attended by staff.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.aef.edu.in/acbcs/pages/iqac-iso
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 Organizational Structure of the College consists of the Management Executive Council, Governing body of Board of Directors, the Principal along with Local managing committee (College Development Committee) & Internal Quality Assurance Cell. The teaching staff, the non-teaching staff and the students perform their functions as per policies formulated for college governance.

The Management of the College consists of the Hon.Chairman, Hon.Secretary. The Board of Directors consists of Director: Higher Education, Administrator. They are the highest decision-making body, which are in constant touch with the Principal on all matters pertaining to the smooth functioning of the institution.

The Principal is assisted by the HOD/Vice Principal of Department, Academic Coordinator and Teachers-in-Charge of the Classes, the Staff Council (all teaching faculty) and the Non-Teaching Staff, which comprises of the Administrative Officer, Section Officers (one for Accounts Office and one for the General Administration), Senior and Junior Office Assistants and support staff.

Student council meetings are held regularly to address the student related issues and organize extra-curricular activities through various Cultural Societies.

The Anti Ragging Cell, Grievance Redressal Committee and the Internal Complaints Committee: The objective of these committees is to ensure that no violation of rules takes place within the college.

File Description	Documents
Paste link for additional information	https://www.aef.edu.in/acbcs/pages/mandatory-disclosures
Link to Organogram of the Institution webpage	https://www.aef.edu.in/acbcs/pages/iqac-naac
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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
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

Faculty empowerment through yearly career planning is the policy that seeks to encompass the whole staff community. Staff career planning and evaluation recognizes scholarly activity in pursuit of academic excellence is the responsibility of each member of the staff, supported and guided by the Head of Department. It includes on-job learning, specific training in order to carry out new activities and challenges, knowledge sharing with colleagues, mentoring, coaching, research and study, consultancy, participation in conferences, seminars,

courses and training programmes. welfare benefits are provided to all staff members:

1. Educator members are promoted for self-development programs and higher education.
2. Various leaves available to teaching and non-teaching staff are vacation leave, casual leave, duty leave, medical leave, study leave.
3. Fees instalments & fees concession scheme for wards of staff.
4. Employee Provident Fund for teaching and non-teaching staff.
5. The College provides college uniform to non-teaching staff (Security Personal and peons).
7. Parking facility to teaching and non teaching staff.
- 8 Diwali gift, tea and subsidies lunch facility to teaching and non teaching staff .
9. For research work separate PCs are allocated with internet connection.
10. Every year, staff get an increment based on performance.

File Description	Documents
Paste link for additional information	https://www.aef.edu.in/acbcs/pages/Faculty-Welfare-and-Development.
Upload any additional information	View File

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

17

File Description	Documents
Upload any additional information	View File
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

10

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
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

35

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 college has a Performance Based Appraisal System from the initiation of the college. The staff members are required to fill and submit the prescribed performance appraisal forms along with the necessary documents. The principal/Vice principals verifies all the necessary reports and forward it to management.

Teaching staff: Performance appraisal is divided into four categories based on API criteria.

CATEGORY-I : Academic performance (Present Educating Status)
Results for the academic year for the particular subject taught by the faculty.

CATEGORY-II : Development of Professional Additional training taken in the academic year. Details of refresher course, FDP, Workshops, Seminars attained by individual.

CATEGORY III : Research and Development 1. Details of research papers published in various journals. overall faculty involved in research.

CATEGORY IV : Administrative Work and Contribution in Co-Curricular Activities and organisational contribution. Other details like problems faced in the academic year, Suggestion for the Improvement in the Institutional System

Non Teaching : Performance appraisal is based on the punctuality, sincerity, hard working and other facts of the

staff. Performance appraisal form is also filled by non-teaching staff and the same steps are followed with respect to their reporting hierarchy, evaluation is done and forwarded to management.

File Description	Documents
Paste link for additional information	https://www.aef.edu.in/acbcs/up-images/downloads/upFile_0-635-appraisal-forms-6421767e04f0b.pdf
Upload any additional information	View File

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

The Institute have own internal audit mechanism which is an ongoing continuous process in addition to the external auditors to verify and certify the entire Income and Expenditure and the Capital Expenditure of the College. Qualified Internal Auditors from external resources are appointed and a team of staff under them do a thorough check and verification of all vouchers of the transactions that are carried out in each financial year. Likewise an external audit is also carried out in an elaborate way on a quarterly basis.

The college has both the internal and external audit mechanisms. For internal audit, a panel of accountants is appointed by the management. They regularly conduct the audit programmes At the end of every financial year final audit is conducted.

The audit of expenditure incurred under various examinations and grants sanctioned conducting seminars/conferences/workshops etc. is conducted. ISO process of an institution conducts audit programmes from time to time. So far there have been no major findings /objections. In or errors of omissions and commissions when pointed out by the audit team are immediately corrected / rectified and precautionary steps are taken to avoid recurrence of such errors in future.

File Description	Documents
Paste link for additional information	https://www.aef.edu.in/acbcs/pages/mandatory-disclosures
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)

0.3978

File Description	Documents
Annual statements of accounts	View File
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 institution has a regular system of annual budgeting and auditing of its accounts of internal and external systems.

Institutes have developed their own internal audit structure to process and monitor effective and efficient use of available financial resources. The Finance and Purchase Committee is actively involved in the mobilization and use of available financial resources. As per the requirement of the academic and infrastructural facilities by various departments, the Purchase Committee as well as the Management make new purchases after the procedure and sanction. The budget is allocated to the departments

yearly and the expenses are met accordingly after completion of the technical formalities. The funds are allocated on a priority basis for various purposes. The finance head scrutinized to ensure further effective and efficient use of

financial resources.

The annual budget of Revenue Expenditure and Capital Expenditure are recommended annually by the Finance Committee and approved by the Board of Trustees. Results are compared and analyzed. Working following on time and real time basis under internal control mechanism. Expenses are monitored, checked and controlled under vertical hierarchy through the internal control system of all the day-to-day transactions. Apart from above external statutory auditors are appointed by the trust.

File Description	Documents
Paste link for additional information	https://bcud.unipune.ac.in/Utilities/College_Search/BlncSheet.aspx?ccode=jC/s+DZezLzIzvblbCPOHw==&Lang=ENG
Upload any additional information	View File

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

The two practices institutionalized by IQAC are:

1] Promotion of research culture through state level "Eureka Research Competition"

A State Level Innovative Idea Competition "Eureka...from the student...for the society" was a unique competition to provide an opportunity for expression of ingenious thoughts.. The objectives of the events are:

1. To make students think beyond the curriculum.
2. To generate innovative and creative solutions to social issues.
3. To inculcate research culture among students.

4. To provide an opportunity for expression of ingenious thoughts.

2. SRPS (Student Research Project scheme) provide platform to all student to enhance their skills in research area by guiding them in writing and presenting research paper. This will also promote an action-oriented research and high impact research among motivated faculties and students from diverse disciplines focusing on issues and problems having some social relevance.

File Description	Documents
Paste link for additional information	https://www.aef.edu.in/acbcs/pages/eureka-competition
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 two practices institutionalized by IQAC are:

1] Promotion of research culture through state level "Eureka Research Competition"

A State Level Innovative Idea Competition "Eureka...from the student...for the society" was a unique competition to provide an opportunity for expression of ingenious thoughts.. The objectives of the events are:

1. To make students think beyond the curriculum.
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3. To inculcate research culture among students.
4. To provide an opportunity for expression of ingenious thoughts.

2. SRPS (Student Research Project scheme) provide platform to

all student to enhance their skills in research area by guiding them in writing and presenting research paper. This will also promote an action-oriented research and high impact research among motivated faculties and students from diverse disciplines focusing on issues and problems having some social relevance.

1. To create awareness of research among the students
2. To make students well acquainted with importance and opportunities involved in the research work
3. To inculcate the research culture in institutes and among the students
4. To identify young talent, build capacity, promote innovation and support inter- disciplinary research in collaboration with faculties

File Description	Documents
Paste link for additional information	https://www.aef.edu.in/acbcs/pages/eureka-competition
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)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.aef.edu.in/acbcs/up-images/downloads/upFile_0-annual-report-202122-63a52a685e951.pdf
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

Ashoka Center for business and computer studies has initiated several measures in gender equity & sensitization which are seen in the activities conducted by the Institution. ACBCS promotes gender sensitization through co-curricular activities like seminars, guest lectures, counselling, etc.

Awareness programs like the importance of human rights, Cyber security awareness programs are conducted periodically. ABS tries its best to work towards being a gender-neutral educational institute.

The admission report observed that there is a high social diversity among the students of the college, number of women students is higher than men, The report also recorded that the campus, infrastructure and space for interaction between different groups are good. As per the UGC regulations, 2015 the grievance Committee (GC) is constituted by the college. The Women Complaints and Redressed of the complaints are worked out by VISHAKHA Committee. Expert sessions are organised.

ACBCS provides safety and security facilities for its students and staff such as CCTV surveillance throughout the campus and security arrangements. Students wear ID cards within the campus and outsiders are checked by security staff before entry.

A Mentoring Program takes care of the students' academic, emotional, social and spiritual development. Personal counselling is provided to the students. There are separate common room facilities for girls and boys. There is a sanitary napkin vending machine for the safe and hygienic disposal of sanitary napkins.

File Description	Documents
Annual gender sensitization action plan	https://www.aef.edu.in/acbcs/up-images/downloads/upFile_0-gender-sesitization-action-plan-64d4bef1d6ab6.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	https://www.aef.edu.in/acbcs/up-images/downloads/upFile_0-gender-sensitization-programmevishakha-64d214b577c51.pdf

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

1. Solid waste management

The waste is generated by all sorts of routine activities carried out in the College that includes paper, plastics, glass, foods, etc. There are two colored garbage bins (Green and Blue) in the canteen

and within the premises to segregate and collect the wastes

2. Liquid waste management

Liquid waste in the form of sewage is generated, which has underground drains through which the liquid waste is transported to the Sewage Treatment Plants (STPs) and Effluent Treatment Plants

(ETPs) of NMC

3. E-waste management

All types of E-wastes generated in the Institute are collected by a 3rd party agency [Rencent Technologies] which recycles them properly. The Ashoka Education Foundation has centralized facility to collect e-waste from Colleges, housekeeping and disposal. E-wastes such as computers, laptops, scanner, printer etc. if generated are collected centrally & disposed off. Old monitors and CPUs are repaired and reused.

Type of waste generated from various sources

Sr no.

Source

Type of waste generated

1

Classrooms

Paper, plastic, pen, pencil, charts, disposable cups, wrappers

2

Lab

Paper, Plastic, Pen, Pencil, Bottles

3

Staffroom

Paper, Wrappers, Plastic, Bottles

4

Office

Paper and plastic

5

Library

Paper and plastic

6

Toilets

Paper, plastic and sanitary napkins.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://www.aef.edu.in/acbcs/pages/iqac-naac
Any other relevant information	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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

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 with trees and plants	B. Any 3 of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File
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	
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File
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	B. Any 3 of the above

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

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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).

To build a nation of youth who are noble in their attitude and morally responsible, ACBCS has organized and conducted several activities as per academic calendar and sppu circulars of Azadi ka Amrutmahostave to build and promote an environment for ethical, cultural, and spiritual values among the students and staff. To develop the emotional and religious feelings among the students and the faculty, commemorative days are celebrated on the campus for not only recreation but also to generate the feeling of social harmony. The college and its teacher and staff jointly celebrate the cultural and regional festivals like Fresher Party ,teacher's day, orientation and farewell program, Induction program, rally, oath, plantation, Youth day, Women's day, Yoga day, festivals like Diwali celebration etc. religious ritual activities. Motivational lectures are arranged for all-round development of the students for their personality development and to make them responsible citizens following the national values of social and communal harmony and national integration. Besides academic and cultural activities, sports activities for the physical development of the students. In this way the institute's efforts/initiatives in providing an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic,

and other diversities.

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	View File

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

In observation of the importance of inculcating the constitutional obligations, values, rights, duties and responsibility in both staff and students of ACBCS, the college has taken the initiation of introducing the Constitution of India as an audit course to its students besides organizing sensitization and awareness programmes in the college regarding Human Rights, Fundamental Rights, Legal Awareness, Traffic Awareness, Civil Safety, Values etc.

The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations. In college various activities are conducted to sensitize students and employees with values, rights, duties and responsible citizen. Various activities like Blood Donation Camp, Road safety, Independence day, Republic Day, swachataabhiyaan were initiated. On occasion of Republic day pledge of constitution preamble is taken by all faculties and student.

ACBCS has conducted sessions on Democracy, Election and Governance with following objectives 1. To introduce the students meaning of democracy and the role of the governance

2. To help them understand the various approaches to the study of democracy and governance

Topics covered under this are mostly Democracy- Foundation and Dimensions, Decentralization, Governance etc.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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

A. All 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

All staff members and students gather in the college to celebrate these days. Celebration of cultural and constitutional festivals is integral part of college's co-curricular activities. The academic calendar is brimming with important events which show enthusiasm of this institution in celebrating many national and international days and festivals. Republic day on 26th January and Independence Day on 15th August is celebrated every year in the college with great enthusiasm and pride. A function is organized in the college

campus where all staff members and students share their thoughts about importance of this day in history of nation and pay tribute to all freedom fighters. National and international days are also celebrated in our institution so that students get knowledge about the great personalities in our political, social, cultural and scientific history. International Yoga day is also celebrated on 21st June every year in the college. Teachers day is also celebrated on 5th September we celebrate the birth anniversary of Dr. Sarvepalli Radhakrishnan. The common birthday of Mahatma Gandhi and Lal Bahadur Shastri on 2nd October is commemorated as Swachhta Diwas.. The birth anniversary of Sardar Vallabhbhai Patel on 31st October is celebrated as National Unity Day. 26th November is also celebrated as National Constitution day.

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 : Student Development Program (SDP)

Objectives: 1. To provide need based Workshop to students according to their goal.

1. To arrange recent trends seminars to provide practical knowledge and hands on experience.

2. To conduct market required skill development program for the students.

The Context : 1. Student Development Program focuses on the enhancement of the skills of the students apart from regular academic development.

1. It at increasing levels of understanding of the concepts and practical implementation of knowledge along with their research aptitude.
2. It help holistic development of the students them thinkers.
3. To bridge the gap between the theory and practical knowledge.

Best Practice - II

Title of the Practice: Holistic Development Cell Objectives of the Practice:

1. To impart selected life skills in students which will help them to live more happy and meaningful life
2. To inculcate selective social and Universal human values in students.
3. To help students in being physically, emotionally and mentally fit and make them ready to face challenges.

The Context : Holistic Development cell will work for overall development of students. This cell help students in inculcating some life skills and human values.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

Good reporting system helps the management in proper planning and controlling. Monthly report is having total marks 300. It includes Teaching Learning for 70 marks, Class Observation 35 marks, Central Committee for 35 marks, Unit Committee 50 marks, Research and Academic Contribution for 70 marks, Mentoring Feedback Score for 30 marks and Teaching feedback (Academic) for 10 marks.

Teaching Learning includes number of planned lectures V/s conducted actual lectures , percentage of planned syllabus and actual completed syllabus in particular month. Central Committee Marks are taken as per QAG Committee List. Unit level committees are not considered under central committee.

Marks for incharge are 35.

Research and Academic Contribution for international level is 20,national level for 15 marks, state level for 12 marks, university level for 10 marks, college level for 8 marks, FDP unit level for 8 marks and paper work started or initiated for 5 marks.

Mentorship feedback will be taken from mentees based on questionnaire included in the Google form.

Monthly Report duration is first day of month to last working day of month .Principal/Director checks and verifies Monthly reports of each and every faculty and do the appropriate action.

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] Institute has decided to implement NEP 2020 by offering flexible and innovative curricula that includes credit-based courses and projects in the areas of community engagement and service, environmental education, and value-based towards the attainment of a holistic and multidisciplinary education.

2] Institute will initiates programs to fulfil the requirement of Academic bank of credits as proposed in NEP 2020.

3]ACBCS will plan to start one more course in distance mode.

4]Quality Enhancement: Periodical IQAC meetings will be plan. ISO audit, QAG Cell audit and departmental audits will also be plan.

5] ACBCS will plan to initiate ECO Club under Green Initiative.

6]The institute will take part in NIRF ranking.

7] ACBCS will motivate students for SWAYAM or MOOC courses and will try to improve CO/PO attainment than previous year.

8] Research Cell will motivate faculties and students to present or publish their research paper at UGC approved journals, national and international conferences. State level "Eureka" Innovative Idea competition is planned.

9] Institute will collaborate with industries for the bridge courses.

10] ACBCS plan different programs for alumni to improve alumni connect.

11] ACBCS plan for external Green audit.

12] Various FDPs are planned to improve proficiency of educators.