

**Shrimati Narsamma Arts Commerce & Science College,
Kiran Nagar, Amravati
Curricular Committee Meetings (2022-23)**

Committee members:

- Dr. N. D. Gawande (Coordinator)
- Dr. A. P. Vaidya,
- A. U. Bajpeyee

- Number of Curricular Committee Meetings conducted during 2022-23: **06 (SIX)**

21-07-2022
23-08-2022
01-10-2022
30-01-2023
24-02-2023
13-04-2023

MINUTES OF THE MEETING 1

As per the call, the meeting of the Curricular Committee was conducted as per the following. Following members attended the meeting. Unanimously passed resolutions of the meeting are as under:

The meeting was chaired by the coordinator Dr. N. D. Gawande.

Date: 21-07-2022

Time: 2 pm

Venue: Department of Physics, Smt. Narsamma ACS College, Kiran Nagar, Amravati

Resolutions:

1. To take a note of last meetings
Dr. Gawande briefed the role of College Curricular Committee on the basis of the guidelines issued by IQAC, all have noted and recorded the minutes.
2. To prepare and submit the annual activity calendar
It was decided to prepare the Annual activity calendar which includes Annual Plan and Budget as per the applicable prospective plan. The responsibility was given to Dr. Gawande and decided to display and circulate it through College WhatsApp groups.
3. Display of Time Table
College time table will be prepared by Dr. Bajpeyee, if required consultation of the HoDs and in-charge will be taken for its refinement.
4. To prepare college academic calendar and ensure its strict adherence with respect to teaching- learning process
A time table by considering adequacy of the infrastructure will be prepared and the details will be communicated to the Principal.
5. To carry out the Academic and Administrative Audit for the departments.
Since to conduct Academic and Administrative Audit (AAA) for the departments is not direct responsibility of the Curricular Committee, it was decided to communicate it to the IQAC so that IQAC can make the relevant arrangements for conduct of AAA.
6. About the details regarding Add on /Certificate programs offered during the year
Dr. Bajpeyee pointed out the importance of the Add on /Certificate programs offered during the year, it was also discussed that these courses are important in terms of the students and the criteria of SSR 1.2.2 and 1.2.3. accordingly WhatsApp notices will be issued for its quickening. Dr. Bajpeyee pointed that issuing such notices is a regular practice of the Committee.
7. To establish mechanism for assessing the learning levels of the students and organize special programmes for it
It was decided to establish mechanism for assessing the learning levels of the students and organize special programmes e.g. Baseline Assessments like Zero Test, Bridge Course and Remedial Coaching for advanced learners and slow learners, it is also reflected in the criterion 2.2.1 of SSR, Dr. Gawande to issue like-wise notices.
8. On time issues with due permission of the Chair / Mentors
Since, no further issues, meeting ended with vote of thanks.

- Circulation from the Committee

MINUTES OF THE MEETING 2

As per the call, the meeting of the Curricular Committee was conducted as per the following. Following members attended the meeting. Unanimously passed resolutions of the meeting are as under:

The meeting was chaired by the coordinator Dr. N. D. Gawande.

Date: 23-08-2022

Time: 11 am

Venue: Department of Physics, Smt. Narsamma ACS College, Kiran Nagar, Amravati

Resolutions:

1. To take a note of last meetings
Dr. Gawande briefed the role of College Curricular Committee on the basis of the guidelines issued by IQAC, all have noted and recorded the minutes.
2. To monitor Syllabus Completion status
It was decided to prepare google form for the collection of the syllabus completion status through the teachers and HoD / in-charges. The responsibility was given to Dr. Bajpeyee. After having received it, analysis will be done on the basis of the percentage completion of the syllabus and will be submitted to the Principal. This activity will be the session end activity. Accordingly Dr. Bajpeyee will process.
3. To establish mechanism for effective curriculum delivery through a well-planned and documented process (1.1.1)
Well planned and documented work is more important. Its mechanism for effective curriculum delivery through a well-planned and documented process will be initiated and accordingly notices will be continuously circulated through WhatsApp groups. It was also pointed that the same parameters will be utilized in the criterion 1.1.1 of the SSR. Its responsibility is given to Dr. A. P. Vaidya. College time table and its implementation is an important issue. Through the HoDs and in-charge it will be ensured. HoDs will communicate the details to the Principal for further action.
4. To promote and track the participation of teachers in the activities related to curriculum development and assessment
It was discussed about the requirements of the College Curricular Committee / SSR / NAAC and as per the criterion 1.1.3 of SSR. It is required to promote and track the participation of teachers in the activities related to curriculum development and assessment of the affiliating University and their representation on the academic bodies during the year. The responsibility is given to Dr. A. P. Vaidya to note and to submit to the Committee.
5. To suggest to establish student centric methods for enhancing learning experiences
It was discussed to suggest the mechanism of student centric methods, such as experiential learning, participative learning and problem-solving methodologies to be used for enhancing learning experiences. Dr. Bajpeyee focused that it is reflected in the criterion 2.3.1 of SSR. The suggestions are given to the IQAC for refining the student centric methods.
6. On time issues with due permission of the Chair / Mentors
Since, no further issues, meeting ended with vote of thanks.

--Circulation from the Committee

MINUTES OF THE MEETING 3

As per the call, the meeting of the Curricular Committee was conducted as per the following. Following members attended the meeting. Unanimously passed resolutions of the meeting are as under:

The meeting was chaired by the coordinator Dr. N. D. Gawande.

Date: 01-10-2022

Time: 2 pm

Venue: Department of Physics, Smt. Narsamma ACS College, Kiran Nagar, Amravati

Resolutions:

1. To take a note of last meetings

Dr. Gawande briefed the role of College Curricular Committee on the basis of the guidelines issued by IQAC, all have noted and recorded the minutes.

2. To promote the use of ICT enabled tools for effective teaching-learning process (TLE)

It was pointed that the use of ICT in the regular TLE is not up to the mark. Some of the teachers are using it exhaustively but some require to increase the use of ICT. So to promote the use of ICT enabled tools for effective teaching-learning process, suggestions are given to IQAC. Noted that it is also reflected in the criteria=on 2.3.2 of SSR.

3. To Collect feedbacks

The process of feedback collection through online mode is initiated. Dr. Bajpeyee has given responsibility to prepare google form and to circulate it. But he said that physical pen-paper mode and other e-modes be made available for the collection of the feedbacks. The process feedback and to prepare action taken report on the syllabus and its transaction at the institution from the relevant stakeholders is important issue. It is also reflected in the criterion 1.4.1 and 1.4.2 of SSR. So it was decided to collect feedbacks from the students and the teachers by preparing the proforma.

4. To observe and maintain that the Institutional infrastructure

It is a regular practice of the Committee to prepare the time-table as per the balance of the courses and the physical conduct of the classes. Since the infrastructure is not adequate as per the University guidelines, it was already communicated to IWQAC to process further. After having observations, it was communicated to the Principal to initiate for to maintain the Institutional infrastructure, note of adequacy and other relevant physical facilities for teaching-learning which includes classrooms, laboratories, computing equipment etc. It is noted that it is also reflected in the criterion 4.1.1 of SSR.

5. To keep track of number of classrooms and seminar halls with ICT and LMS

It is very much required to keep track of number of classrooms and seminar halls with ICT facilities including LMS, since the issue is related to the administration, it was communicated to the IQAC. It is noted that the details of the same is required for criterion 4.1.3 of SSR also.

6. On time issues with due permission of the Chair / Mentors

Since, no further issues, meeting ended with vote of thanks.

--Circulation from the Committee

MINUTES OF THE MEETING 4

As per the call, the meeting of the Curricular Committee was conducted as per the following. Following members attended the meeting. Unanimously passed resolutions of the meeting are as under:

The meeting was chaired by the coordinator Dr. N. D. Gawande.

Date: 30-01-2023

Time: 2 pm

Venue: Department of Physics, Smt. Narsamma ACS College, Kiran Nagar, Amravati

Resolutions:

1. To take a note of last meetings

Dr. Gawande briefed the role of College Curricular Committee on the basis of the guidelines issued by IQAC, all have noted and recorded the minutes.

2. To discuss about Annual report of the committee

It was discussed that Annual report of the committee is required to be prepared at the end of the session. Accordingly instructions are given to all the members to be alert to prepare the annual report of the committee. Listing and collection of data is required to be initiated from this month so that the work will become easy.

3. To register advanced learners at Library

It was discussed with the Librarian to get registered the advanced learners from the various courses. Librarian said that it is a regular practice of the Library.

4. On time issues with due permission of the Chair / Mentors

Since, no further issues, meeting ended with vote of thanks.

--Circulation from the Committee

MINUTES OF THE MEETING 5

As per the call, the meeting of the Curricular Committee was conducted as per the following. Following members attended the meeting. Unanimously passed resolutions of the meeting are as under:

The meeting was chaired by the coordinator Dr. N. D. Gawande.

Date: 24-02-2023

Time: 6 pm

Venue: Department of Physics, Smt. Narsamma ACS College, Kiran Nagar, Amravati

Resolutions:

1. To take a note of last meetings

Dr. Gawande briefed the role of College Curricular Committee on the basis of the guidelines issued by IQAC, all have noted and recorded the minutes.

2. Discussion on the University notification no. 29/2023 published on Dtd. 24-02-2023

University notification no. 29/2023 published on Dtd. 24-02-2023 was discussed with the Principal and as per the issuance it was decided to circulate the notices for all the faculties (Arts, Science, Commerce and other courses) to work upon as per the new time table to be circulated immediately. The direction to follow the time table published by the college for the session 2022-23 as it is on the Weekly and Public Holidays also is given. So new schedule is prepared and circulated.

3. To take the details of syllabus completion

It was decided to prepare google form for the collection of the syllabi completed by all the faculty members forwarded by the HoDs / incharge.

4. On time issues with due permission of the Chair / Mentors

Since, no further issues, meeting ended with vote of thanks.

--Circulation from the Committee

MINUTES OF THE MEETING 6

As per the call, the meeting of the Curricular Committee was conducted as per the following. Following members attended the meeting. Unanimously passed resolutions of the meeting are as under:

The meeting was chaired by the coordinator Dr. N. D. Gawande.

Date: 13-04-2023

Time: 2 pm

Venue: Department of Physics, Smt. Narsamma ACS College, Kiran Nagar, Amravati

Resolutions:

1. To take a note of last meetings

Dr. Gawande briefed the role of College Curricular Committee on the basis of the guidelines issued by IQAC, all have noted and recorded the minutes.

2. Reporting on the basis of the University notification no. 29/2023 published on Dtd. 24-02-2023

Dr. Bajpeyee focused that as per the University notification no. 29/2023 published on Dtd. 24-02-2023, work is in process. He also pointed that some of the major issues as a guidelines are as under:

The time table on Sundays is as under:

- a) It was registered that you all have completed your duties (other than those who were on leaves) as per the time table (2022-23) on the Sundays i.e. 26-02-2023 (conducted working of Monday), 05-03-2023 (conducted working of Tuesday) and 12-03-2023 (conducted working of Wednesday)
- b) Since each teacher has to complete his 90 days schedule for actual teaching (Even Semesters 2022-23) as per the University guidelines, methodologies of filling us the gap is as under:
8 minute in each lecture is added so that one day (Sunday) gap may be filled-in in advanced.
So timetable 2022-23 will be in this accordance. It is required to communicate it to all the students and concerned stakeholders.
- c) Maintain five clock hours stay at College strictly. Since it is a crucial and special time for all of us including students, stay for extra hours at the College to complete TLE work.
- d) Time-table in the morning shift (or if the afternoon shifts are changed to the morning shifts) be maintained as per this issuance.
- e) Same schedule as per the time table 2022-23 (with increased 8 minutes in each lecture) will be in force on Friday, 05-05-2023 also. With the serious note that on this day (05-05-2023) there is no holiday.
- f) This will be continued till this academic session ends as per the University calendar and one day extra on 05-05-2023.
- g) Attendance register on these days will be available in the Principal's office, in case of non-attendance through biometric impression due to long span of the College.
- h) Maintain the schedule strictly without excuses and seeking much more leaves.
- i) It is required to submit the details of lectures conducted on the Sundays (26-02-2023, 05-03-2023 & 03-2023) up to 16th March 2023 for which no reminders be given.
- j) Principal has his own notings of lectures, after the data received from concerned, it will be compared to check the worth of these three days.

- k) So, circulate immediately the notice in all the groups of the students, display it on the notice boards and concerned to implement it from first lecture of 15-03-2023 morning.
- l) Tell all the students to bring separate water bottle and handy food, if needed for more stay.

All have noted it, its circulation was as per the permission of the Principal.

3. To prepare annual report of the Committee

It was discussed that all the data required for to prepare the report of the Committee is collected, after collecting remaining data annual report will be prepared and submitted to the IQAC when asked.

4. On time issues with due permission of the Chair / Mentors

Since, no further issues, meeting ended with vote of thanks.

--Circulation from the Committee

**Smt. Narsamma Arts, Commerce & Science College,
Kiran Nagar, Amravati
Curricular Committee (2022-23)**

College Academic Calendar and ensure its strict adherence with respect to teaching-learning process.

Month	Week	Activity
Sept-2022	1st, 2 nd Week	<ul style="list-style-type: none"> Admission Process
	3rd Week	<ul style="list-style-type: none"> Induction Programme/Bridge Course Principal's address to FY Students. S.Y, T.Y. Admission UG Teaching begins
	4th Week	<ul style="list-style-type: none"> Admission of P.G. Classes
Oct-2022	1st, 2nd Week	<ul style="list-style-type: none"> Scholarship & Freeship forms submission Declaration of Merits list of UG/PG Courses Selection of NSS/NCC Students/volunteers Beginning to PG Classes
	3rd & 4th Week	<ul style="list-style-type: none"> Inauguration of Subject Study Circle / Societies Student Council Election Unit Test – 1 (Odd Semester)
Nov-2022	4th Week	<ul style="list-style-type: none"> Unit Test – 2 (Odd Semester)
Dec.-2022	1st Week	<ul style="list-style-type: none"> Short tour / Industrial Visit / Exeeration
	2nd Week	<ul style="list-style-type: none"> Internal Examination
	3rd, 4th Week	<ul style="list-style-type: none"> Blood Donation Camp Common Test (Odd Semester)
Jan-2023	2nd Week	<ul style="list-style-type: none"> Parent Meet Term End Meet N.S.S. Special Camp University Practical Examination
	3rd Week	<ul style="list-style-type: none"> University Theory Examination Alumni Meet
	4th Week	<ul style="list-style-type: none"> Republic Day Celebration
Feb-2023	1st Week	<ul style="list-style-type: none"> Commencement of Even Semester Submission of Examination Form
	2nd, 3rd Week	<ul style="list-style-type: none"> Study Tour
Mar-2023	1st Week	<ul style="list-style-type: none"> Annual Social Gathering
	2nd Week	<ul style="list-style-type: none"> Convocation Ceremony (College Level) Unit Test -1 (Even Semester)
Apr-2023	3rd Week	<ul style="list-style-type: none"> Unit Test – 2 (Even Semester)
	4th Week	<ul style="list-style-type: none"> Internal Examination
May-2023	2nd Week	<ul style="list-style-type: none"> University Practical Examination PG Project Submission
	3rd Week	<ul style="list-style-type: none"> Common Test (Even Semester)
June-2023	1st, 2nd, 3rd & 4th Week	<ul style="list-style-type: none"> University theory Examination Session End Meet

Smt. Narsamma Arts, Commerce & Science College, Kiran Nagar, Amravati

Time Table 2022-23 (Science Faculty) w.e.f. 01-08-2022

Day	Class	9.54 to 10.42	10.42 to 11.30	11.30 to 12.18	12.18 to 1.06	1.06 to 01.54	01.54 to 02.42	02.42 to 03.30	03.30 to 04.18	04.18 to 05.06	05.06 to 05.54
MON	B.Sc. I	ENG T5 NDG	MTH VAS(117)	ENG (117) ARB	PHY SHS(117) / EVS(115) SKT	PRACT: PHY 2+5+6 AUB+SHS/ BOT 7.3 DMR/ CPS 3+4 DNS/ CHE 7.1+7.2 SBB+AAW		CPS (117) NMJ/BOT (115) DMR	INC CHB(117)/ CHE (115) RKT / PHY T1 (112) SHS	MTH (117) SST	
	B.Sc. II	PHY T1 DBS(School)	PRACT : CPS 1+2 RLG+SVD/ EVS 7.1+7.2 VAM+VDB/ CHE 4+6+7.3 AKM+VBK		INC USK (2)/ CHE (1B) AKM	CPS (2) NMJ/ BOT (1B) PNP	MTH (2) VAS/ EVS (1B) SKT	PHY AUB (2)			
	B.Sc. III		MTH (1B) VAS	CPS (2) DNS/BOT PNP(1B)	MTH (117) AVP/ EVS VAM(115)	PHY NVG (117)	INC USK(117) / CHE (115) AKM	PRACT: MTH T1 VAS(3.30 pm) / INC 2+3+5 USK+SPD / CHE 4+6+7.3 MJP / EVS 7.1+7.2 PSC			
TUE	B.Sc. I	ENG T2+7.1 NDG	ENG ARB	PHY SHS/EVS VBD/MTH T3+T4 VAS	PRACT: PHY 2+5+6 AUB+SHS/ BOT 7.3 DMR/ CPS 3+4 NMJ/ CHE 7.1+7.2 SBB+AAW		CPS DNS/BOT PRZ	INC CHB/CHE MJP	MTH SST		
	B.Sc. II	PHY T1 DBS(School)	PRACT : CPS 1+2 RLG+NNS/ EVS 7.1+7.2 VAM+VDB/ CHE 4+6+7.3 AKM+VBK		INC SPD / CHE AKM	CPS RLG/ BOT PRZ	MTH VAS/ EVS SKT	PHY AUB	MTH HGR		
	B.Sc. III	PHY T2+T5 DBS(117)	MTH VAS	CPS DNS/ BOT DMR	MTH AVP/ EVS VAM	PHY NVG (111)	INC SPD/ CHE AKM	PRACT:INC 2+3+5 USK+SPD / CHE 4+6+7.3 MJP / EVS 7.1+7.2 PSC			
WED	B.Sc. I	MTH VAS/ PHY T2 AUB	ENG ARB	PHY AUB /EVS VAM/ ENG T3 (117) PSI	PRACT : PHY 1 AUB/ INC 2+3+5 USK+CHB / EVS 7.3 SKT/ BOT 7.1+7.2 PNP+SRJ		CPS NMJ/BOT SRJ	INC USK/CHE AKM	MTH SST		
	B.Sc. II	PHY T2 DBS	PRACT: PHY 1+2+5+6 SHS+DBS+NRA/ BOT 7.3 VSL / CPS 3+4 RLG / CHE 7.1+7.2 AKM+MJP		INC SPD / CHE PPP	CPS NMJ/ BOT DMR	MTH VAS/ EVS VBD	PHY NVG	MTH HGR		
	B.Sc. III		MTH VAS	CPS DNS/ BOT DMR	MTH AVP/ EVS VAM	PHY SHS	INC SPD/ CHE PPP	PRACT :CPS 1+2 DNS+RLG/ CHE 4 +6 +7.1+7.2 MJP+RKT / EVS 7.3 SKT			
THU	B.Sc. I	ENG T1 PSI	MTH VAS/ ENG T7.2 PSI	MAR PSW	PHY AUB/EVS VAM / ENG T4+T6 PSI	PRACT : PHY 1 AUB/ INC 2+3+5 USK+CHB / EVS 7.3 SRW/ BOT 7.1+7.2 PNP+SRJ		CPS DNS/BOT SRJ	INC USK/CHE PPP	MTH SST	
	B.Sc. II	PHY T2 DBS	PRACT: PHY 1+2+5+6 SHS+DBS+NRA/ BOT 7.3 VSL / CPS 3+4 NNS / CHE 7.1+7.2 AKM+SBB		INC SPD / CHE SBB	CPS RLG/ BOT DMR	MTH VAS/ EVS PSC	PHY NVG	MTH HGR		
	B.Sc. III		MTH T5+T6 VAS	CPS RLG / BOT DMR	MTH AVP/ EVS VAM	PHY SHS / MTH T3+T4(12) VAS	INC SPD/ CHE SBB	PRACT :CPS 1+2 NMJ+RLG/ CHE 4 +6 +7.1+7.2 MJP+RKT / EVS 7.3 SRW			
FRI	B.Sc. I	MTH T5+T6 VAS /ENG T7.3 PSI	MAR PSW	PHY DBS/EVS SKT	PRACT : CPS 1+2 NMJ+DNS/ EVS 7.1+7.2 SKT/ CHE 4+6+7.1+7.3 SBB+AKM		CPS NMJ/BOT DMR/ PHY T6 AUB	INC SPD/CHE SBB	MTH SST		
	B.Sc. II		PRACT : INC 2+3+5 SPD+CHB / BOT 7.1+7.2 PNP+SJJ/ EVS 7.3 VAM		INC USK/ CHE MJP / MTH T1 VAS	CPS RLG/ BOT SJJ/ PHY T5+T6 SHS	MTH T5+6 VAS/ EVS VAM	PHY SHS	MTH HGR		
	B.Sc. III		PHY T1,T6	CPS RLG/ BOT PRZ	MTH AVP/ EVS GSP	PHY AUB	INC USK/ CHE MJP	PRACT :PHY 1+2+5 +6 BWW+SVA/ CPS 3+4 DNS/ BOT 7 DMR+AAG			
SAT	B.Sc. I	MTH T1 VAS	ENG (117) ARB	MAR APV	PHY DBS/EVS SKT	PRACT : CPS 1+2 NMJ+DNS/ EVS 7.1+7.2 SKT/ CHE 4+6+7.1+7.3 SBB+SAL		CPS DNS/BOT PRZ	INC SPD/CHE SAL		
	B.Sc. II	PHY T5+T6 DBS	PRACT : INC 2+3+5 SPD+CHB / BOT 7.1+7.2 PNP+SJJ/ EVS 7.3 VAM		INC USK/ CHE MJP	CPS NMJ / BOT SJJ	MTH T3+T4 VAS/ EVS VAM	PHY SHS	MTH HGR		
	B.Sc. III	PHY T2+T5 DBS	PHY T1+T6 DBS	CPS RLG/ BOT PRZ	MTH AVP/ EVS SRW	PHY AUB	INC USK/ CHE MJP	PRACT :PHY 1+2+5 +6 BWW+SVA/ CPS 3+4 NMJ / BOT 7 DMR+AAG			

NOTE : ENVIRONMENTAL STUDIES IS COMPULSORY FOR THE STUDENTS STUDYING IN 2ND YEAR ON TUE & WED AT 04.51 PM (ROOM NO. 12)


 PRINCIPAL
 Smt.Narsamma Arts,Comm.& Sci.College,
 Kiran Nagar,Amravati

SMT. NARSAMMA ARTS, COMMERCE & SCIENCE COLLEGE, KIRAN NAGAR, AMRAVATI

TIME TABLE- 2022-23 FACULTY OF ARTS

Days	Time/ Class	7.15 to 8.00	8.00 to 8.45	8.45 to 9.30	9.30 to 10.15	10.15 to 11.00	11.00 to 11.45	11.45 to 12.30
MON	BA I	ENG (MPC)	HIS	ELT/MLT(NDG/APV)	ECO	POL	SOC	
	BA II	ELT(PSI)	SOC	ECO	MAR (PSW)	HIS	POL	TUTO B1
	BA III	MAR (APV)	ELT/MLT(NDG/	POL	ENG(PSI)	SOC	ECO	
TUE	BA I	POL	ENG (MPC)	ELT/MLT(NDG/APV)	ECO	HIS	MAR(PSW)	
	BA II	SOC	ECO	POL	ELT/MLT (PSI/APV)	ENG (MPC)	TUTO B2	
	BA III	ENG(PSI)	ELT/MLT(NDG/	SOC	HIS	MAR (APV)	POL	
WED	BA I	SOC	ENG(MPC)	ELT/MLT(NDG/APV)	MAR (PSW)	ECO	HIS	TUTO-A3
	BA II	POL	HIS	MAR(PSW)	ELT/MLT (PSI/APV)	ENG(MPC)	ECO	
	BA III	HIS	ELT/MLT(NDG/	ECO	SOC	MAR (APV)	POL	TUTO-C1
THU	BA I	ECO	POL	ELT/MLT(NDG/APV)	HIS	ENG(MPC)	SOC	
	BA II	HIS	ELT/MLT (PSI/APV)	ENG (MPC)	SOC	MAR (PSW)	POL	
	BA III	MAR (APV)	HIS	ECO	ELT/MLT(NDG/	SOC	TUTO-C2	
FRI	BA I	MAR(PSW)	POL	ELT/MLT(NDG/APV)	ECO	SOC	TUTO-A1	
	BA II	ENG(MPC)	ELT/MLT (MPC/	ECO	SOC	HIS	EVS	TUTO-B3
	BA III	ELT(NDG)	ECO	POL	HIS	ENG(PSI)	TUTO C1	
SAT	BA I	ELT(NDG)	HIS	POL	SOC	TUTO-A2		
	BA II	MAR(PSW)	ECO	ELT/MLT (MPC/APV)	HIS	POL	SOC	EVS
	BA III	ECO	ELT/MLT(NDG/	SOC	ENG(PSI)	HIS	POL	TUTO-C3

B A –I Room NO- 11 B A –II Room NO- 10 B A –III Room NO- 04 MLT Classs Room NO- 105

NDG- Dr. Nakul D. Gawande, PSI – Dr.Pankaja.S.Ingle MPC-Dr.Madhuri P. Chikhalkar

APV- Dr. Anna P. Vaidya PSW- Pankaj S. Wakhede

SMT. NARSAMMA ARTS, COMMERCE & SCIENCE COLLEGE AMRAVATI

DEPARTMENT OF COMMERCE

(2022-23)

Time- table for B.com SEM: - I, III & V

DAY	CLASS	7.30 to 8.18	8.18 to 9.06	9.06 to 9.54	9.54 to 10.42	10.42 to 11.30	11.30 to 12.18
MON	B.com sem - I	PEC		AAC	PBM	CFS- I	
	B.com sem – III	ENG	AUD	MS	CAC	MAR	BM
	B.com sem - V	COA	BE	IWW-I	ENG	BRF	E-COM-I
TUE	B.com sem – I	PEC	ENG	AAC	PBM	MAR	CFS- I
	B.com sem – III	ENG	AUD	ITBP-I	CAC	MS	BM
	B.com sem - V	COA	BE	BRF	ENG	IWW-I	E-COM-I
WED	B.com sem - I	PEC	AAC	MAR	PBM	CFS- I	
	B.com sem – III	CAC	MS	AUD	BM	MAR	ITBP-I
	B.com sem - V	COA	BRF	BE	IWW-I	E-COM	
THU	B.com sem - I	PEC	ENG	AAC	PBM	MAR	
	B.com sem – III	ENG	BM	AUD	CAC	ITBP-I	
	B.com sem - V	E-COMI	BRF	BE	MAR		
FRI	B.com sem - I	PEC	ENG	AAC			
	B.com sem – III	BM	MS	ITBP-I			
	B.com sem - V	MAR	COA	BRF	IWW-I	E-COMI	
SAT	B.com sem - I	CFS- I	MAR	ENG			
	B.com sem – III	CAC	ITBP-I	MS	AUD		
	B.com sem - V	ENG	BE	COA	IWW-I		

Smt. Narsamma Arts, Commerce and Science College, Kiran Nagar, Amravati.
Time Table – M.Sc. (Mathematics) Part-I Semester-I
Academic Session-2022-23

Time/ Day	11:00-12:00	12:00-1:00	1:00-2:00	2.00-2.15	2:15-3:15	3:15-4:15
Monday	Complex Analysis (103) (HGR)	Advanced Abstract Algebra (102) (MAP)	Topology- I (104) (PSN)	B	Real Analysis (101) (VAS)	Advanced Discrete Mathematics I (106) (SPB)
Tuesday	Complex Analysis (103) (HGR)	Advanced Abstract Algebra (102) (MAP)	Topology – I (104) (PSN)	R	Real Analysis (101) (VAS)	Advanced Discrete Mathematics I (106) (SPB)
Wednesday	Complex Analysis (103) (HGR)	Advanced Abstract Algebra (102) (MAP)	Topology – I (104) (PSN)	E	Real Analysis (101) (VAS)	Advanced Discrete Mathematics I (106) (SPB)
Thursday	Complex Analysis (103) (HGR)	Advanced Abstract Algebra (102) (MAP)	Topology – I (104) (PSN)	A	Real Analysis (101) (KSG)	Advanced Discrete Mathematics I (106) (SPB)
Friday	Complex Analysis (103) (HGR)	Advanced Abstract Algebra (102) (MAP)	Topology – I (104) (PSN)	K	Real Analysis (101) (KSG)	Advanced Discrete Mathematics I (106) (SPB)
Saturday	Complex Analysis (103) (HGR)	Advanced Abstract Algebra (102) (MAP)	Topology – I (104) (PSN)		Real Analysis (101) (KSG)	Advanced Discrete Mathematics I (106) (SPB)

1. VAS - Dr. V. A. Sharma

3. HGR – Dr. Harshlata G. Rohida

5.SPB- Sagarika P. Banubakode

2. KSG- Komal S. Gupta

4.PSN- Priya S. Nikam

6. MAP- Manisha A. Pathak

HOD

Dr. Vidya A. Sharma

Smt. Narsamma Arts, Commerce and Science College, Kiran Nagar, Amravati.
Time Table – M.Sc. (Mathematics) Part-I Semester-II
Academic Session-2022-23

Time/ Day	11:00-12:00	12:00-1:00	1:00-2:00	2.00-2.15	2:15-3:15	3:15-4:15
Monday	Advanced Discrete Mathematics- II (206) (SPB)	Topology- II (204) (PSN)	Integral Equation (203) (NVB)	B	Measure And Integration Theory (201) (VAS)	Advanced Linear Algebra (202) (SRK)
Tuesday	Advanced Discrete Mathematics- II (206) (SPB)	Topology- II (204) (PSN)	Integral Equation (203) (NVB)	R	Measure And Integration Theory (201) (VAS)	Advanced Linear Algebra (202) (SRK)
Wednesday	Advanced Discrete Mathematics- II (206) (SPB)	Topology- II (204) (PSN)	Integral Equation (203) (NVB)	E	Measure And Integration Theory (201) (VAS)	Advanced Linear Algebra (202) (SRK)
Thursday	Advanced Discrete Mathematics- II (206) (SPB)	Topology- II (204) (PSN)	Integral Equation (203) (NVB)	A	Measure And Integration Theory (201) (KSG)	Advanced Linear Algebra (202) (SRK)
Friday	Advanced Discrete Mathematics- II (206) (SPB)	Topology- II (204) (PSN)	Integral Equation (203) (NVB)	K	Measure And Integration Theory (201) (KSG)	Advanced Linear Algebra (202) (SRK) (Tutorial)
Saturday	Advanced Discrete Mathematics- II (206) (SPB)	Topology- II (204) (PSN)	Integral Equation (203) (NVB)		Measure And Integration Theory (201) (KSG)	Advanced Linear Algebra (202) (SRK) (Tutorial)

1. VAS - Dr. V. A. Sharma

3. SRK- Shilpa R. Khandekar

5.SPB- Sagarika P. Banubakode

2. KSG- Komal S. Gupta

4.PSN- Priya S. Nikam

6. NVB- Nilesh V. Bhongade

HOD

Dr. Vidya A. Sharma

Smt. Narsamma Arts, Commerce and Science College, Kiran Nagar, Amravati.
Time Table – M.Sc. (Mathematics) Part-II Semester-III
Academic Session-2022-23

Time/ Day	11:00-12:00	12:00-1:00	1:00-2:00	2.00-2.15	2:15-3:15	3:15-4:15
Monday	Functional Analysis – I (301) (SRK)	Difference Equation - I (306) (HGR)	General Relativity (304) (KSG)	B	Advanced Mechanics (302) (MAP)	Operations Research (303) (PSN)
Tuesday	Functional Analysis – I (301) (SRK)	Difference Equation - I (306) (HGR)	General Relativity (304) (KSG)	R	Advanced Mechanics (302) (MAP)	Operations Research (303) (PSN)
Wednesday	Functional Analysis – I (301) (SRK)	Difference Equation - I (306) (HGR)	General Relativity (304) (KSG)	E	Advanced Mechanics (302) (MAP)	Operations Research (303) (PSN)
Thursday	Functional Analysis – I (301) (SRK)	Difference Equation - I (306) (HGR)	General Relativity (304) (VAS)	A	Advanced Mechanics (302) (MAP)	Operations Research (303) (PSN)
Friday	Functional Analysis – I (301) (SRK)	Difference Equation - I (306) (HGR)	General Relativity (304) (VAS)	K	Advanced Mechanics (302) (MAP)	Operations Research (303) (PSN)
Saturday	Functional Analysis – I (301) (SRK)	Difference Equation - I (306) (HGR)	General Relativity (304) (VAS)		Advanced Mechanics (302) (MAP)	Operations Research (303) (PSN)

1. VAS - Dr. V. A. Sharma

3. HGR – Dr. Harshlata G. Rohida

5.SRK- Shilpa R. Khandekar

2. KSG- Komal S. Gupta

4.PSN- Priya S. Nikam

6. MAP- Manisha A. Pathak

HOD

Dr. Vidya A. Sharma

Smt. Narsamma Arts, Commerce and Science College, Kiran Nagar, Amravati.
Time Table – M.Sc. (Mathematics) Part-II Semester-IV
Academic Session-2022-23

Time/ Day	11:00-12:00	12:00-1:00	1:00-2:00	2.00-2.15	2:15-3:15	3:15-4:15
Monday	Functional Analysis – II (401) (VAS)	Difference Equation - II (406) (SPB)	Relativistic Cosmology (404) (KSG)	B	Numerical Analysis (403) (PSN)	Partial Differential Equation (402) (HGR)
Tuesday	Functional Analysis – II (401) (VAS)	Difference Equation – II (406) (SPB)	Relativistic Cosmology (404) (KSG)	R	Numerical Analysis (403) (PSN)	Partial Differential Equation (402) (HGR)
Wednesday	Functional Analysis – II (401) (VAS)	Difference Equation - II (406) (SPB)	Relativistic Cosmology (404) (KSG)	E	Numerical Analysis (403) (PSN)	Partial Differential Equation (402) (HGR)
Thursday	Functional Analysis – II (401) (SRK)	Difference Equation - II (406) (SPB)	Relativistic Cosmology (404) (KSG)	A	Numerical Analysis (403) (PSN)	Partial Differential Equation (402) (HGR)
Friday	Functional Analysis – II (401) (SRK)	Difference Equation - II (406) (SPB)	Relativistic Cosmology (404) (KSG)	K	Numerical Analysis (403) (PSN)	Partial Differential Equation (402) (HGR)
Saturday	Functional Analysis – II (401) (SRK)	Difference Equation - II (406) (SPB)	Relativistic Cosmology (404) (KSG)		Numerical Analysis (403) (PSN)	Partial Differential Equation (402) (HGR)

1. VAS - Dr. V. A. Sharma

3. HGR – Dr. Harshlata G. Rohida

5.SRK- Shilpa R. Khandekar

2. KSG- Komal S. Gupta

4.PSN- Priya S. Nikam

6. SPB – Sagarika P. Banubakode

HOD

Dr. Vidya A. Sharma

Smt. Narsamma Arts, Commerce & Science College, Amravati

Time Table 2022-23 (M.Sc Computer Science Sem I & III) W.E.F. 01-09-2022

Day	Year	8 am to 9 am	9 am to 10 am	10 am to 11 am	11 am to 12 Noon	12 Noon to 1 pm	1 pm to 2 pm
MON	M.Sc. I	DBMT(JHM)	CSO(KND)	CSO+DS (BBR+PSK)		SE (PSK)	DS(PSK)
	M.Sc. II	WC(PSK)	AI(JHM)	AD(KND)		NS(BBR)	DC(BBR)
TUE	M.Sc. I	DBMT(JHM)	CSO(KND)	DBMT(PSK+DNS)			
	M.Sc. II	AD(KND)	AI(JHM)	NS(BBR)	WC(PSK+ CHS)		DC(BBR)
WED	M.Sc. I	DBMT(JHM)	CSO(KND)		DS(PSK)	RM(BBR)	
	M.Sc. II		AI(JHM)	AD(KND)	WC (PSK+CHS)		
THU	M.Sc. I	DBMT(JHM)	CSO(KND)	SE(PSK + DNS)		DS(PSK)	RM(BBR)
	M.Sc. II	WC(PSK)	AI(JHM)	DC(BBR)	AI(BBR+NMJ)		
FRI	M.Sc. I		RM(BBR)	SE (PSK)	DS(PSK)		
	M.Sc. II		WC(PSK)	DC(BBR)	NS(BBR)	NS(BBR)	
SAT	M.Sc. I		SE (PSK)	RM(BBR)			
	M.Sc. II	SKILL- III (KND+NMJ)		AD(KND)	AI(BBR)		WC(PSK)

B.B.Rane	N1 MCS 1	Research Methodology &IPR	4T+2P=6	K.N Deshpande	3 MCS 1	Algorithms and design	4T + 1P = 5
K.Deshpande	N1 MCS 2	Computer system organization	4T = 4	P.S Kaje	3 MCS 2	web computing	4T + 3P = 7
P.S Kaje	N1MCS 3	Database Structure with oop	4T +2P= 6	J.H. Meshram	3 MCS 3	Artificial intelligence	4T = 4
J.H. Meshram	N1 MCS 4	Database Management Technologies	4T = 4	B.B.RANE	3 MCS 4	Distibuted computing	4T + 4P =8
				B.B.RANE	3 MCS 6	Network Security	4T=4
P.KAJE	1 MCS 5 (Elect)	Software Engineering	3T + 2P = 5	N.M. Jathe			2P(CG) =2
Total			25	C.H.Sawarkar			2P(CSC)=2
				Dr.D.N.Satange			2P(CSC)=2
				Total			34

INCHARGE

SIGN OF HOD

Time Table 2022-23

TIME TABLE M.Sc. - I & II

<u>DAY/TIME</u> <u>E</u>	<u>CLASS</u>	11.30- 12.30	12.30- 1.30	1.30- 2.30	2.30-3.30	3.30-4.30	4.30-5.30
MONDAY	<i>M.Sc.-I</i>	GSP	SKD	AUK	----- GSP ----- PRACTICAL		
	<i>M.Sc.-II</i>	PSI	ASS	SRW	----- AUK -----PRACTICAL		
TUESDAY	<i>M.Sc.-I</i>	ASS	GSP	SRW	----- GSP ----- PRACTICAL		
	<i>M.Sc.-II</i>	PSI	SRW	AUK	----- AUK -----PRACTICAL		
WEDNESDAY	<i>M.Sc.-I</i>	PSI	SKD	SRW	----- SRW -----PRACTICAL		
	<i>M.Sc.-II</i>	ASS	AUK	GSP	----- GSP ----- PRACTICAL		
THURSDAY	<i>M.Sc.-I</i>	SRW	ASS	AUK	----- SRW -----PRACTICAL		
	<i>M.Sc.-II</i>	AUK	SKD	SHA	----- GSP ----- PRACTICAL		
FRIDAY	<i>M.Sc.-I</i>	GSP	AUK	SHA	----- AUK ----- PRACTICAL		
	<i>M.Sc.-II</i>	SHA	GSP	SRW	----- SRW ----- PRACTICAL		
SATURDAY	<i>M.Sc.-I</i>	SKD	Seminar	Seminar	----- AUK ----- PRACTICAL		
	<i>M.Sc.-II</i>	GSP	Seminar	Seminar	----- SRW -----PRACTICAL		

Smt. Narsamma Arts, Commerce & Science College, Kiran Nagar, Amravati.

P.G. Department of Chemistry

Time Table M.Sc. - II (2022-23)

DAY	11.30 am to 12.20 pm (R.N.-20)	12.20 pm to 01.10 pm (R.N.-20)	01.10 pm to 02.00 pm (R.N.-20)	02.00 pm to 02.30 pm	02.30 pm to 05.00 pm (LAB NO.-21)
MON	INC-I/ORG (VRP / AAW)	INC-I/ORG (RVG/SYD)	SPECTRA (AAW)	B R E A K	PRACTICAL /PROJECT (KDM /MAC)
TUE	INC-I/ORG (KDM/MAC)	ANA (AAS)	INC-II/NP (VRP/SYD)		PRACTICAL /PROJECT (KDM /MAC)
WED	INC-I/ORG (VRP/AAW)	INC-I/ORG (RVG/ KRP)	ANA (AAS)		PRACTICAL /PROJECT (KDM /MAC)
THU	INC-II/NP (KDM/MAC)	SPECTRA (SYD)	INC-II/NP (VRP/SYD)		PRACTICAL /PROJECT (KDM /MAC)
FRI	SPECTRA (AAW)	ANA (MCC)	INC-II/NP (RVG /ARK)		PRACTICAL /PROJECT (KDM /MAC)
SAT	INC-II/NP (VRB/SYD)	SPECTRA (AAW)	ANA (MCC)		SEMINAR SESSION

Miss Mamta A. Choudhary (MAC)

Dr.Ashwini A.Wadurkar (AAW)

Miss Rohini V. Gawande (RVG)

Miss Ashwini A. Sasane

Miss Kalyani R Paturade (KRP)

Miss Ankita R. Khandare (ARK)

Miss Mukta C. Chopde(MCC)

Miss Shubhangi Y. Deshmukh (SYD)

Miss Kalyani D. Maldhure (KDM)

Miss Vaishnvi R.Bondare (VRB)

Miss Vaishnvi R.Pande

Smt. Narsamma Arts, Commerce & Science College, Kiran Nagar, Amravati.

P.G. Department of Chemistry

Time Table M.Sc.- I (2022-23)

DAY	11.30 am-TO 02.00 Pm (LAB NO.-21)			02.00 TO 02.30	02.30pm- 03.20pm (R.N.-20)	03.20 pm- 04.00pm (R.N.-20)	04.10pm- 05.00pm (R.N.-20)
MON	PRACTICAL (ARK+KRP)			B R E A K	INO (ARK)	ORG (KRP)	PHY (VRB)
TUE	PRACTICAL (ARK+KRP)				ANA (AAS)	PHY (VRB)	PHY (RVG)
WED	PRACTICAL (ARK+KRP)				ANA (RVG)	ORG (KRP)	PHY (VRB)
THU	PRACTICAL (ARK+KRP)				ANA (VRP)	INO (KDM)	INO (MAC)
FRI	PRACTICAL (ARK+KRP)				ANA (MCC)	INO (ARK)	PHY (RVG)
SAT	INO (SYD)	ORG (AAW)	ANA (MCC)	SEMINAR SESSION			

Miss Mamta A. Choudhary (MAC) Miss Kalyani R Paturade(KRP) Miss Kalyani D. Maldhure (KDM)
 Dr.Ashwini A.Wadurkar(AAW) Miss Ankita R. Khandare (ARK) Miss Vaishnvi R.Bondare (VRB)
 Miss Rohini V. Gawande(RVG) Miss Mukta C. Chopde(MCC) Miss Vaishnvi R. Pande
 Miss Ashwini A. Sasane Miss Shubhangi Y. Deshmukh(SYD)

Effective curriculum delivery through a well planned and documented process

The institution has a well-conceived process of curriculum planning and execution under the broad guidelines of SGBA University, Amravati. The college at the beginning of the session constitutes Curricular Committee comprising of 04-05 members representing all the concerned streams. A senior member heads the committee. The committee interacts with the teachers regarding effective ways of curriculum planning and implementation. On the basis of this feedback the committee in its meetings designs different formats to ensure planning of syllabi and its timely and effective execution. The committee ensures the smooth and effective execution of curricular processes through periodic feedbacks from the department-heads. Apart from this on the departmental level the committee ensures that Course Outcomes, Program Specific and Program Outcomes are communicated to the students. The Committee promotes remedial coaching for slow learners to improve their learning outcomes. The committee designs the formats for: a) Teaching-plan b) Teaching –execution c) HoD-Analysis d) Students' Feedback on teaching-learning and evaluation. The committee prepares its annual report based on HoD analysis and the analysis of Students' feedback. The report along with suggestions for improvement if any is submitted to the Principal. The principal discusses the report with IQAC. Letters of suggestions for improvement / commendation for good performance are issued to the concerned faculty members. The faculty members, in response to the letters, ensure the Principal that they would follow suggestive measures to improve the performance.

The institutional hierarchy in this regards is as follows: University Calendar-CDC –Principal-IQAC-Curricular Committee-HoD-Individual Faculty Members.

The whole process is documented on various levels. The individual teachers keep the record of daily teaching along with the monthly teaching plans. For this purpose the committee designs Daily Diary for the teachers. Secondly the formats for teaching execution are filled in regularly by the teachers. The teachers' formats are reviewed by the Curricular committee through respective HoDs. Such reviews ensure effective curriculum delivery through suggestions for corrective measures. Based on the individual teachers' records HoD makes his analysis and submits it to the Committee.

Arts Commerce and Science College, Kiran Nagar, Amravati

ACADEMIC AND ADMINISTRATIVE AUDIT OF THE COLLEGE UNITS (2022-23)

S.N.	DEPARTMENTS	BOT	CHE	CPS	EVS	INC	MTH	PHY	ENG	ECO	HIS	MAR	SOC	POL	COMM
32	Tutor Ward Files and its analysis / submissions														
33	Annual Report of the Department submitted (Y/N)														
34	Any other information which is not listed above														
Signature (HoD)															
		BOTANY	CHEMISTRY	COMPUTER SC	ENVIRONMENTAL SC.	INDUSTRIAL CHEMISTRY	MATHEMATICS	PHYSICS	ENGLISH	ECONOMICS	HISTORY	MARATHI	SOCIOLOGY	POLITICAL SC.	Commerce

Scrutinised By (Signature)

Incharge - Part A
(Dr. S. B. Bansod)
(Dr. R. A. Raibhog)

Incharge - Part B
(Dr. M. J. Pawar)

Incharge - Part C
(Prof. S. P. Deshmukh)

Incharge - Part D
(Dr. S. H. Shamkuwar)
(Dr. V. A. Meshram)

Verified By (Signature)

(Dr. C. H. Sawarkar)
Co-Ordinator - IQAC

(Mr. Shrikant Kalikar)
Member, IQAC
Member, Parent Body

(Dr. R. S. Chandanpat)
Principal

Arts Commerce and Science College, Kiran Nagar, Amravati

Academic and Administrative Audit (2022-23)

Department of Library

Part A) Basic parameters for Academic Audit:	Remark (Scale)
1. Plan of the Department (Overall)	
2. Plan of Promoting Library use for students and Staff	
3. Month wise Execution of plan	
4. Innovative methods for use of Library and Enhancement activities (Guest Lectures, competitions, Study Tour / Excursions, etc.)	
5. Supporting Activity files for enhancing Library Interest	
6. Extension / other Activity files	
Part B) Co-curricular & Extracurricular Activities	
7. Training Program for students and staff	
8. Methods of identification of reading talent	
9. Mentoring system of library talent other than assigned Tutor Ward System	
10. Tutor Ward Files and its analysis / submissions	
11. Best Practices, if any <ul style="list-style-type: none"> i. User Orientation Program ii. Information Literacy Program iii. News Paper Cutting File iv. Best Reader Award v. Book Exhibition vi. User Feedback vii. Student Demand Book Purchase List viii. Student Demand Journal Purchase List ix. Merit Student Issue Extra One Book x. Book Bank Scheme xi. Reader Club 	
12. Participation in Co-curricular and Extra-Curricular Actiities	
Part C) Basic Requirements	
13. B.T. Issue Register	
14. Book Issue Register	
15. Reading Room Entry Register	
16. Book Bank Issue Register	
17. Accession Register (College/UGC/MRP/Agencies)	
18. Magazine Register	
19. News Paper Register	
20. Stock Register : <ul style="list-style-type: none"> i. Stock Book Register ii. Particular Stock Register iii. CD Records iv. Bill File Record (Books) v. Bill File Record (Magazine & Journal) 	
21. Development and Maintenance of Library	
22. Purchase for Library requirements	
23. Library management activities	

24. Participation in University and College Activities	
Part D) Library Services	
25. Library Services i. Circulation Of Books ii. Reference Service iii. News Paper Clipping Service iv. Offline OPAC Service v. E-Books Service vi. Access to N-List (E-Journals & E-Books) vii. Access to Current Periodicals & News Paper viii. Book Bank Scheme ix. Display New Arrival Books x. University Question Paper Service	
Part E) Personal and Departmental Aspects	
26. Convener/Chairman/ coordinator of Library related program	
27. Corporate life / University appointments / Memberships / Authorities	
28. PBAS formats	
29. Contribution toward College Developmental (Committee) Work	
30. Research Contribution: All kinds of publications and guidance (as included in the PBAS)	
31. MoUs / Linkages	
32. Annual Budget	
33. Stock Verifications	
34. Public/popular: Lectures/Talks/Seminars etc	
35. Conferences / Short Term Training Courses / camps and events	
36. Talks / Lectures in Refresher / Orientation/ STTP/ Faculty Development course// camps and events/	
37. Membership of associations International/ National/State	
38. Any other information which is not listed above	
39. Annual Report of the Department	

Declaration

All the activities and aspects conducted are based on objectively verifiable records and concerned evidences. It is therefore, declared that all the records are available in the Department and kept properly and will be made available time to time whenever required and asked by Principal or his nominee or for official purposes.

Head / College Librarian
(Dr. Smita Suryawanshi)

Verified by the Principal

Arts Commerce and Science College, Kiran Nagar, Amravati

Academic and Administrative Audit (2022-23)

Department of Physical Education

Part A) Basic parameters for Academic Audit	Remark (Scale)
1. Daily Diary	
2. Plan of the Department (Overall)	
3. Time Table of Lectures of Physical Training	
4. Plan of Physical Teaching (Physical Training)	
5. Month wise Execution of Physical Training Provided to the Students as per time table	
6. Innovative methods for Physical Development of Students, Enhancement activities	
7. Curriculum of the Department for Students	
8. Best Practices, if any	
9. Extension Sports/other Activity files	
Part B) Assessments	
10. College Level Sports Activity Report	
11. University Incentive Marks Submission Report	
12. University Level Color Coat Record	
13. Report of Physical Test conducted	
14. Study Tour for Physical Development / Seminars for Physical Development / Group discussions Physical Development / Workshops Physical Development	
Part C) Co-curricular & Extra-curricular Activities	
15. Record of Lectures on Nutrition Values to Develop Physical and Mental Strength	
16. Coaching camps for students	
17. Time Table of Practice Sessions	
18. Mentoring system for sports talent identification	
19. Tutor Ward Files and its analysis / submissions	
Part D) Developmental Aspects	
20. Development and Maintenance of ground	
21. Purchase and maintenance of sports equipment	
22. Organization of sports and game at Int. / Nat. / State / Inter Uni. / Zonal level	
23. Participation in University and College Sports and Cultural Activities	
24. Sports related Carrier counseling	
25. Sexual Harassment & Prevention and redressal Work	

Part E) Personal and Departmental Aspects	
26. Convener/Chairman/ coordinator of Phy. Edu./ Sport program	
27. Minutes of the Departmental Meetings	
28. Corporate life / University appointments / Memberships / Authorities	
29. PBAS formats	
30. Contribution toward College Developmental (Committee) Work	
31. Research Contribution: All kinds of publications and guidance (as included in the PBAS)	
32. MoUs / Linkages	
33. Annual Budget	
34. Stock Verifications	
35. Worked as a coach, if any	
36. Public/popular: Lectures/Talks/Seminars etc.	
37. Conferences / Short Term Training Courses / camps and events	
38. Talks / Lectures in Refresher / Orientation / STTP/ Faculty Development course / camps and events	
39. Membership of associations International / National / State	
40. Any other information which is not listed above	
41. Annual Report of the Department	

Declaration

All the activities and aspects conducted are based on objectively verifiable records and concerned evidences. It is therefore, declared that this record is properly kept in the Department and will be made available time to time whenever required and asked by Principal or his nominee or for official purposes.

Director, Physical Education
(Mr. Pradeep D. Khedkar)

Verified by the Principal

Smr. Narsamma Hirayya Shaikshanik Trust's
ARTS, COMMERCE & SCIENCE COLLEGE

Narsamma Parisar, Kiran Nagar, Amravati.
Ph. 0721-2540793 www.narsammaacsc.org



न हि ज्ञानेन सदृशं पवित्रमिह विद्यते

ACADEMIC DIARY
2022 - 2023

Name : U.S. KHANDEKAR

Designation : Professor

Department : Industrial Chemistry

Monthly Teaching Plan - Odd Semester

Month	Class	Lectures to be Engaged					Content (Units / Activities / Assessment) Planned
		Th	Pr	Tu	ICT	Subtotal	
September	I	11	-	-		11	
	II	14	27	-		41	
	III	14	24	-		38	
						90	
October	I	10	-	-		10	Unit test
	II	08	21	-		29	Unit test
	III	08	18	-		26	Unit test
						65	
November	I	09	-	-		09	Common test Internal test
	II	10	18	-		28	Common test Internal test
	III	10	18	-		28	Common test Internal test
						65	
Total					220		

Signature of:


Teacher

HOD


Principal
Smt. Narsamma Arts, Comm. & Sci. College,
Kiran Nagar, Amravati

Summary of Internal Assessment

Sr. No.	Date	Class & Subject	Assessment Type	Number of Students			Result %age
				Admitted	Appeared	Passed	
1	23/03/23	BSc. I S-II	Unit test	31	12	12	100
		II S-IV	— —	16	06	06	41
		III S-VI	— —	30	22	09	35.30
2	12/04/23	BSc. I S-II	Internal test	31	22	22	100
		II - S-IV	— —	16	11	11	100
		III S-VI	— —	30	27	27	100
3	27-04-23	BSc. I S-II	Common test	31	17	06	35.30
		II S-IV	— —	16	06	01	16.16
		III S-VI	— —	30	27	00	0.0

Signature of:


Teacher

HOD

Curricular Committee (2022-23)

Guidelines for:

Zero Test, Bridge Course & Remedial Coaching

Zero Test/Baseline Test

1. This test is for assessing the entry level skills of the students entering the course (BA I/ BCom I / BSc I/MSc I)
2. This test designed as per the syllabus/skills of qualifying class (Std. XII) to be given to the students in the first week of the beginning of the academic year.
3. Based on the result of the test, the teacher makes a list of the student lacking the skills/ knowledge for the admitted Course

Bridge Course

1. Bridge Course is a Crash-Course given to the students NOT qualifying the Zero Test/Baseline Test
2. The contents of the Bridge-Course should include the basic Knowledge/Skills for the syllabus of the First Year of the Course
3. The duration of the Bridge Course should be accommodated within the actual Teaching Schedule as reflected in the Institutional Academic Calendar.
4. The Bridge Course may vary in duration from 1 Week to 3 Weeks

Remedial Coaching

1. Remedial Coaching is to be offered to the students falling behind in the class in terms of academic achievements.
2. Such students may be termed as Slow-Learners
3. Slow Learners may be determined by analysing the results of the University examination
4. List of Slow Learners can also be prepared by using Classroom observations by the teachers
5. Slow learners to be given Remedial Coaching by preparing a separate Time Table apart from the Regular Time Table of the college
6. The duration of the Remedial Coaching may vary based on the needs of the students

Format for the Submission of Annual Report

Zero Test/Baseline Test

Data Needed: (To be included in the report)

1. Date/s of Zero Test/Baseline Test conducted
2. Number of students appeared for the Test
3. Number of students failing the tests (earmarked for the Bridge course)

Information needed: (To be kept as Record in the department)

1. Notice for the students detailing the schedule, nature and objective of the Zero/Baseline Test
2. Question Paper of Zero/Baseline Test
3. Answer Papers of the Students
4. Result Sheet
5. List of the students Failing the test (earmarked for Bridge Course)

Bridge Course

Data Needed: (To be included in the report)

1. Schedule of the Bridge Course conducted (Dates & Duration)
2. Number of students appeared for Bridge Course

Information needed: (To be kept as Record in the department)

1. Notice for the students for the commencement of the Course along with the list of the students to be selected for the Course
2. Modules for the Bridge Course
3. Attendance sheets for the students attending the Bridge Course

Remedial Coaching

Data Needed: (To be included in the report)

1. Schedule of the Remedial Coaching conducted (Dates & Duration)
2. Number of students appeared for Remedial Coaching

Information needed: (To be kept as Record in the department)

1. Notice for the students for the commencement of the Remedial Coaching along with the list of the students to be selected for the Classes
2. Modules/Syllabus for the Remedial Coaching Classes
3. Attendance sheets for the students attending the Remedial Coaching Classes

Dr. A.U Bajpeyee (Member)

Dr. A. P. Vaidya (Member)

N.D. Gawande (Head)

Curricular Committee for the session 2021-22

Curricular Committee 2022-23
SCHEDULE FOR ZERO TEST / BASELINE TEST

DATE	SUBJECT/DEPARTMENT
1 Aug 22	PHY / EVS
2 Aug 22	CHE / INC
3 Aug 22	MTH / BOT
4 Aug 22	CPS
5/8/2022	Result
6/8/22	Display of the List for shortlisted students for Bridge-Course
1 Aug 22	ENG / ECO
2 Aug 22	MAR / HIS
3 Aug 22	POL / SOC
4 Aug 22	Result
5 Aug 22	Display of the List for shortlisted students for Bridge-Course

Note: Zero Test/Baseline Test may be conducted through Google Form, wherever is convenient and possible as per the guidelines of IQAC

Schedule for Bridge Course

The Bridge course for the shortlisted students to be conducted from August 8 to 13, 2022 during regular Time Table

—As per the guidelines issued by the IQAC

Dr. A. U. Bajpeyee Dr. A.P.Vaidya Dr. N. D. Gawande

Circular issued on July 29, 2022

Smt. Narsamma Arts, Commerce and Science College, Amravati

Session 2022-23

Physical Infrastructural Availability

(As per the current status of the courses)

Courses: BA, B. Sc. B. Com, MA, M. Sc., Research Laboratories and Centers

Available Infrastructure

Building position	Floor	R. No	Purpose	Sq. ft.	Floor	R. No	Purpose	Sq. ft.	
Old Office Building	Ground Floor	1	Eco-Soc Staff Rooms	150	First Floor	101	PHY Cabin	200	**
		2	Pol-His Staff Rooms	100		102	PHY Lab	900	
		3	Marathi & Arts Department (Lab)	900		103	Bot Lab	900	
		4	Classroom [1]	405		104	Bot Cabin	405	
		5	CIC	405					
		6	CHE Research Lab	405					
		7	COMMERCE Department	270					
Oldest (Hexagonal Rooms)	Ground Floor	10	Classroom [2]	702	First Floor	105	Classroom (12 Com) [8]	702	
		11	Classroom [3]	702		106	EVS Lab	702	
		12	Classroom [4]	702		108	ELE Lab	702	
New	Ground Floor	13	Library	1200	First Floor	109	Classroom [9]	150	**
		14	Classroom [5]	300		110	CPS Lab	900	
		15	Classroom [6]	300		111	Classroom [10]	600	
		22	Classroom [7]	600		112	Classroom (11 Arts) [11]	600	
		23	TRUST's Of	300		113	Hall (12 Arts) [12]	600	
		24	Office	600		114	Hall (11 Sci) [13]	600	
		25	Principal	450		115	Classroom (12 Sci) [14]	600	
		26	INC Lab	300		116	ENG Cabin	600	
		27	CHE Lab (Jr-PG)	900		117	Classroom (11 Com) [15]	900	
		28	NSS Office	900		118	New Class [16]	600	
		28	CHE Lab	750		119	New Class [17]	600	
29	MATHS	150	120	New Class [18]	600				
				11491					11861

Shrimati Narsamma Arts Commerce & Science College,
Kiran Nagar, Amravati
CURRICULAR COMMITTEE
FEEDBACK SYSTEM 2022-23

As per the guidelines of the IQAC and as one of the responsibilities of the Curricular Committee,

Meeting headed by hon. Management Member Prof. Sunil Pathak has been carried out on 11-11-2023 and it was decided to prepare the formats for feedback system through online mode.

It was decided to continue the vendor dot.com who is the College website manager for the feedback through online mode.

Accordingly, vendor provided the trial based online portal for the feedback to be taken for

1. Curriculum by teachers
2. College by the students
3. Employees by the Employers
4. College and curriculum from Alumni

of which the process which was circulated to the concerned stakeholders is as under:

1. Open the link: https://narsammaacsc.org/login/feedback_log.php
2. Register yourself in the category in which you want (require) to send the feedback
3. YOU WILL RECEIVE text message of FEEDBACK LOGIN AND PASSWORD,
4. Password is starting from # and ending at # so do not take any letters or numbers before and after the # in password
5. Go to the link again
6. Select the category
7. Login with password
8. Tick the feedback questions
9. SUBMIT

