

ADARSH EDUCATION SOCIETY'S

**ARTS, COMMERCE AND SCIENCE
COLLEGE, HINGOLI**



**INTERNAL QUALITY ASSURANCE CELL
(IQAC)**

BEST PRACTICES

BEST PRACTICE I

1. Title of the Practice:

**Adarsh College Shikshak Sanchalit
Adarsh College Student Welfare Trust Society, Hingoli
“Garib Va Hotkaru Vidyarthi Vidyarthini Vastigrah
(Formerly known as Poor and Studious Boys Hostel)”**

2. Objectives of the Practice:

- To retain and promote the admitted students in education system.
- To provide basic facilities like lodging and boarding to poor (Garib) and studious (hotkaru) students.
- To maintain and enhance education quality among the students.
- To inculcate and enhance the qualities like discipline, ethics, self-reliance, national integrity, sportsmanship, socialism and strong mentality etc. among the students.

3. The Context -

Hingoli is educationally backward district declared by the Central Government of India. Most of the students admitted to the college are from rural area. Due to financial problems, students cannot complete their graduation. Consequently, there is drop out issue in our region. Financial problems serve stumbling blocks in the path of their progression to higher education. So, to reduce the student drop out ratio and to facilitate educational service to poor and studious students from the college, the institute has started Poor Boys hostel facility from 13/08/2002. The hostel is run through the regular charity contribution of teaching and non-teaching staff.

| Sr. No. | Academic Year | Boys | Girl's | Total |
|---------|---------------|------|--------|-------|
| 1 | 2018-19 | 14 | 12 | 26 |
| 2 | 2019-20 | 11 | 25 | 36 |
| 3 | 2020-21 | 0 | 0 | 0 |
| 4 | 2021-22 | 0 | 0 | 0 |
| 5 | 2022-23 | 08 | 27 | 35 |

In the last academic year, 35 students have taken benefit of the Hostel facility.

4. The Practice:

An advisory committee of 15 faculty members headed by the Principal administers the practice.

(A) Admission Process -

In the beginning of academic year, Poor Boy's Hostel Committee displays the notice to invite applications for the hostel facility. General list of students is displayed on notice board and students are called for personal interview. The selection is based on student's economic status, academic performance and personal interview. Selection is only for one academic year. An advisory committee regularly checks the educational and economic status of the students.

(B) Facilities -

The selected students are provided accommodation and food facility. Medical facility is also provided according to the needs.

(C) Funds -

A separate joint account has been opened in Nagnath Co-operative Bank, Hingoli. The Chairman (Principal) and the Co-ordinator maintain the account. Teaching staff donates Rs. 2000 per month from their salary as charity contribution for the enterprise. After its formal registration as a trust, the contributory share of teaching staff was increased to Rs.500/- per month. In addition to this, the non-teaching staff has started sharing their charity contribution of Rs 100 per month for this enterprise. Arrangement of food and other necessary expenses are met by the fund.

Balance Sheet of last five year

Opening Balance: 75287=00 INR

| Sr. No. | Academic Year | Last Year's Balance | Collection of the current year | Total Amount | Expenditure | Balance |
|---------|---------------|---------------------|--------------------------------|--------------|-------------|---------|
| 1 | 2018-19 | 75287 | 92583 | 167870 | 102344 | 65526 |
| 2 | 2019-20 | 65526 | 295300 | 360826 | 229480 | 131346 |
| 3 | 2020-21 | 131346 | 326756 | 458102 | 00 | 458102 |
| 4 | 2021-22 | 458102 | 384000 | 384000 | 00 | 842102 |
| 5 | 2022-23 | 842102 | 378800 | 1220902 | 124082 | 1096820 |

At present, the trust has Rs.1423339 (Rupees Fourteen lakh twenty-three thousand three hundred thirty-nine) (FD No. 643162210) in the form of Fixed Deposit as a balance for construction of hostel building.

5. Evidence of Success:

- During the assessment period, 97 students have benefited from the facility. Through the practice, the institute could control its dropout ratio.
- The practice has helped to 97 poor and needy students to pursue their dream of higher education. It has contributed to progression in higher education.
- The practice has significantly contributed in building students' personality, confidence, value system and career aspirations.
- The practice promoted values like discipline, self-reliance, dignity of labour, integrity, frugality, etc.

- The practice contributed to students' channelization to avenues of upward mobility like careers in competitive exam area and entrepreneurship.
- Students not only got educational environment but also enhanced their moral values like discipline, ethics and national integrity etc.
- Regular counselling and financial support improved their confidence level.
- Some students have completed their graduation and post-graduation study.
- Some students got job after completing their study using this facility.
- Some of the students joined teaching field and government services.

6. Problems Encountered and Resources Required:

- Not able to accommodate more students due to less amount fund generated.
- Insufficient fund for construction of the trust's own hostel building for these students.
- The institute could not run the hostel facility during the academic tear 2020-21 and 2021-22 due to the COVID -19 pandemic situation and restrictions laid down by the Central and State Government.

BEST PRACTICE II

1. Title of the Practice -

Competitive Examination and Career Guidance Cell (CE and CG Cell)

2. Objectives of the Practice:

To expose rural degree students to the world of competitive exam by providing career and competitive guidance on various competitive exams like UPSC, MPSC, IBPS, Police Recruitment, CA and CS foundation course etc.

- To provide students with quality learning ambience about various competitive examinations.
- To channelize students for their career planning.
- To provide the facilities of Reading Room and Library.
- To organize the guest lectures of well-known administrative officers.

3. The Context -

Against the backdrop of rising importance of competitive examinations and employment crises, careers in competitive exams have become prime focus of degree students. To meet the requirement of students regarding competitive exam guidance, the cell tries to build the rural degree student's awareness and competitive examination related capacity building. It motivates students to think for careers in competitive exams through timely guidance, coaching, exposure to quality learning resources, learning-rich ambience and by organizing various activities like competitive aptitude tests, workshops, guest lectures by scholars in the area. It offers parallel guidance for competitive examinations like UPSC, MPSC, Staff Selection, Banking, Post Office, Railway, Court etc. and career counselling like Company Secretary (CS) foundation Courses and Chartered Accountancy Foundation Course.

4. The Practice -

An Advisory Committee of 04 faculty members headed by the Principal conducts the cell. The CE and CG cell conducts an aptitude test in the beginning of the academic year to test and select students' aptitude for competitive career and a merit list displayed on notice board. Selected 40 students are guided intensively by the cell. They are availed facilities like reading room, library and audio-visual resources. The cell also conducts career counselling in the form of Company Secretary Foundation Course, free lectures and guidance are availed to CS foundation Course along with Competitive Exams. A state level webinar on Career in banking was organized in 2021-22. So far, 1098 students have availed the facility of the CE and CG Cell. Students were also oriented to careers in Banking, Court, Railways and Police. On line were also conducted for company secretary foundation course

A) Admission Process -

At the outset of the academic year, the CE and CG Cell notifies students about the CE and CG Cells practice through its common entrance test notice for selection for the facility. To maintain the seriousness of the exam the cell charges Rs 10/- as an exam fee for Common Entrance Test. The registered students are tested giving MPSC like question paper of 100 marks. The highest scoring 40 students are selected for intensive orientation of Competitive Exams and availing the facility of reading room and library. The same process is used for selecting students for company secretary foundation course counselling. On line were also conducted for company secretary foundation course.

B) Facilities -

- i) Availability of 1000 quality study and reference books about competitive exams in the cell library
- ii) Computer System with internet facility.
- iii) LCD Projector.
- iv) Separate Study Hall.
- v) Free Coaching.
- vi) Sufficient furniture.
- vii) Audio-visual resources are available in the form of CD's.

C) Funds -

The institution runs the cell with its self-finance basis.

5. Evidence of Success:

As a result of the best practice of the cell, five students could qualify Company Secretary- I Exam in the year 2021-22 from the institute. A total of 1098 students could avail the benefit of Career and Counselling facility and are preparing for various competitive exams. A total of 87 students avails the coaching facility of Company Secretary Foundation Course out of which Five students have cleared the company secretary – I exams. As a result of Career Guiding Lectures and Quizzes, a number of students have developed love of competitive exams and are seriously preparing for them. Resultantly, some students have cleared exams like. Agni veer, Track – I maintainer, Clerk, Postmann and Police.

| Year | Guidance For Competitive Examinations | | | Details Of Career Counselling | | |
|-----------|--|---------------------------------|--|-------------------------------|---------------------------------|---------------------------|
| | Name Of the Activity | Number Of Students Participated | Number Of Students Qualified in the Competitive Examinations | Name Of the Activity | Number of Students Participated | Number of Students Placed |
| 2022-23 | CG&CE Cell Entrance Exam | 175 | 0 | CS Foundation Course | 5 | 0 |
| 2021-2022 | Career Opportunities in Banking | 358 | 0 | CS Foundation Course | 0 | 0 |
| 2020-2021 | Quiz Competition | 75 | 0 | CS Foundation Course | 15 | 0 |
| 2019-2020 | Entrance Exam /Screening Test By CE& CG Cell | 201 | 0 | CS Foundation Course | 40 | 0 |
| 2018-2019 | Pre-Exam Entrance Test By CE&CG Cell | 202 | 0 | CS Foundation Course | 27 | 0 |

| List of Students Qualifying Examination | | | |
|---|--|-----------------------------|-----------------------------|
| Year | Registration number/roll number for the exam | Names of students qualified | Name of the qualifying exam |
| 2022-2023 | Roll No - PUN/AUR/ATM/131122/225128 | Waghmare Shivam Pandurang | Agni veer By Central Govt |
| 2022-2023 | Roll No - PUN/AUR/AGD/131122/141124 | Kalbande Rushikesh Tryambak | Agni veer By Central Govt |
| 2022-2023 | Roll No - PUN/AUR/AGD/131122/141744 | Sanap Vaibhav Shreenivas | Agni veer By Central Govt |
| 2022-2023 | Roll No - PUN/AUR/AGD/131122/140596 | Pole Gopal Vishnu | Agni veer By Central Govt |
| 2022-2023 | Roll No - 284191240037664 | Shekh Yunus Chandpasha | Agni veer By Central Govt |
| 2021-2022 | Order Of Engagement (Gds Bpm) | Ganesh Rameshwar Mule | Govt Of India, Dept of Post |
| 2021-2022 | Appointment Letter (Postman Cadre) | Siraj Kalim Shaikh | Govt Of India, Dept of Post |
| 2020-2021 | Appointment Letter (Track Maintainer-4) | Kolpe Gajanan Vijay | South Central Railway Nd |

6. Problems Encountered and Resources Required -

- a) The Pandemic of COVID-19 was the biggest blow to this activity that hampered this process of the cell.
- b) Due to government rules and regulations regarding COVID-19, the cell could not perform during the academic year 2020-21 and 2021-22.
- c) Lack of sufficient financial resources to update the facilities of the cell
- d) Unable to conduct Level II CS foundation courses.
- e) Lack of proper awareness in parents and students regarding CS foundation course.