

# Particulars of organization, functions and duties Right to Information act 2005 U/S 4 (1) (b)

06/01/2017

- 1. Name of Organization** : **Arts, Commerce and Science College,  
Tukum, Chandrapur**
- 2. Postal Address**  
**Of the Main office** : Tadoba Road, Near S. T. Workshop, Tukum,  
Chandrapur. 442401 (M.S.)
- Website : acscollegetukum.ac.in  
E-mail : [acs\\_college@rediffmail.com](mailto:acs_college@rediffmail.com)  
Phone No. : (07172) 265305
- 3. Office Hours** : a) For students 10:30 am – 5:30 pm (Mon to Sat)  
b) For Public/Visitors 11:00 – 4:00 pm (Mon to Sat)
- 4. College Hours** : a) Faculty of Arts & Commerce 7:15 am – 1:30 pm  
(Mon to Sat)  
b) Faculty of Science: 10:30 – 5:30 pm (Mon to Sat)
- 5. Name of Statutory  
Officers** : **Principal:** Dr. S. B. Mohitkar  
(Officiating principal)  
**Registrar:** Shri. P. G. Raut
- 6. Act of organization** : Maharashtra University Act, 1994
- 7. Recognition** : Recognized by Govt. of Maharashtra vide  
Letter No. NGC/3591/4309/UNI-2, dated  
29.08.1991  
Education & Employment Department  
Mantralay Annex Bombay.  
By University Grant Commission u/s 2f of  
UGC act 1956, vide letter No. F.No8-  
264/2013(CPP-I/C) dated 19.05.2016
- 8. Affiliation** : Affiliated to Gowndwana University  
Gadchiroli (M.S)
- 9. Accreditation** : NAAC – accredited vide letter No.  
EC/35/139, dated 28.02.2005 from  
Director NAAC, Bangalore.

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<b>10. No. of Faculty</b>	:	Professors	-	00
		Asso. Professors	-	07
		Asstt. Professors	-	24
		<b>Total</b>	<b>-</b>	<b>31</b>

## 11. No. of Non- Teaching

<b>Staff</b>	:	Class 1	-	00
		Class 2	-	00
		Class 3	-	07
		Class 4	-	11
		<b>Total</b>	<b>-</b>	<b>18</b>

## 12. Brief history & Background for its Establishment :

Arts, Commerce & Science College was established in September 1991 by Dnyandeep Shikshan Prasarak Mandal Chandrapur. Its aim to provide higher education facilities to local Tukum and adjacent rural Durgapur area Presently the course available for learning are B.A., B.Com., B.Sc. (Phy, Chem, Bot, Zoo, Maths, E/S, M/B) along with P.G. courses are M.Sc. (Maths, C/S, E/S), M.A. (Marathi, History, Political Science, Economics, Sociology)

**13. Schemes for students** : NSS, Adult Education, Physical Education, Placement & Counseling Cell, Prizes and Scholarships.

## 14. Details of Service provided :

<b>Sr. No.</b>	<b>Name of Department/Committee</b>	<b>Nature of Work undertaken</b>
1	<b>Principal</b>	1. Implementation of Govt. resolution UGC regulation and University directions received from time to time.

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		<p>2. Planning and implementation of academic programmes to achieve excellence in higher education.</p>
2	<b>General Administration</b>	<ol style="list-style-type: none"><li>1. Implementation of Govt. resolutions</li><li>2. Work related to salary, appointments &amp; promotions of teaching and non-teaching posts.</li><li>3. To prepare and update service books of teaching &amp; non-teaching employees.</li><li>4. To prepare the proposals for pension related to super annulated employees.</li><li>5. Administration control over the non-teaching employees and other works assigned time to time by the principal.</li><li>6. Works related to enrollment of the students, their examinations, scholarships etc.</li><li>7. Work related to grievances of teaching and non-teaching employees.</li></ol>
3	<b>Women's Grievance Cell</b>	<p>To accept the grievances received from girl students and dispose of harmoniously.</p>
4	<b>Anti-Ragging Committee</b>	<p>Implementation of Maharashtra prohibition of Ragging act No. XXXIII of 1999.</p>