



## YEARLY STATUS REPORT - 2020-2021

### **Part A**

#### **Data of the Institution**

|  |  |
|--|--|
| <b>1.Name of the Institution</b>                     | <b>MATSYODARI SHIKSHAN SANSTHA'S ARTS COLLEGE, TIRTHPURI</b> |
| • Name of the Head of the institution                | <b>Dr. Sunil Annasaheb Khandebharad</b>                      |
| • Designation  | <b>I/C Principal</b>   |
| • Does the institution function from its own campus? | <b>Yes</b>   |
| • Phone no./Alternate phone no.                      | <b>02483297507</b>   |
| • Mobile No:   | <b>9403443169</b>  |
| • Registered e-mail                                  | <b>mssartscollegetirthpuri@gmail.com</b>                     |
| • Alternate e-mail                                   | <b>jadhavma99@gmail.com</b>                                  |
| • Address  | <b>At Post Tirthpuri, Tal. Ghansawangi, Dist. Jalna</b>      |
| • City/Town  | <b>Tirthpuri Tal. Ghansawangi</b>                            |
| • State/UT   | <b>Maharashtra</b>   |
| • Pin Code   | <b>431209</b>  |

#### **2.Institutional status**

|                       |                      |
|-----------------------|----------------------|
| • Type of Institution | <b>Co-education</b>  |
| • Location            | <b>Rural</b>         |
| • Financial Status    | <b>Grants-in aid</b> |

|   |          |   |                             |                   |                   |  |  |
|---|----------|---|-----------------------------|-------------------|-------------------|--|--|
|   |          |   |                             |                   |                   |  |  |
| <ul style="list-style-type: none"> <li>• Name of the Affiliating University</li> </ul>                                    |          | <b>Dr Babasaheb Ambedkar Marathwada University, Aurangabad</b>  |                             |                   |                   |  |  |
| <ul style="list-style-type: none"> <li>• Name of the IQAC Coordinator</li> </ul>  |          | <b>Dr. Jadhav Pradeep Vijay</b>   |                             |                   |                   |  |  |
| <ul style="list-style-type: none"> <li>• Phone No.</li> </ul>   |          | <b>8888352755</b>   |                             |                   |                   |  |  |
| <ul style="list-style-type: none"> <li>• Alternate phone No.</li> </ul>   |          | <b>9403443169</b>   |                             |                   |                   |  |  |
| <ul style="list-style-type: none"> <li>• Mobile</li> </ul>  |          | <b>9579192598</b>   |                             |                   |                   |  |  |
| <ul style="list-style-type: none"> <li>• IQAC e-mail address</li> </ul>   |          | <b>mssartscollegetirthpuri@gmail.com</b>  |                             |                   |                   |  |  |
| <ul style="list-style-type: none"> <li>• Alternate e-mail address</li> </ul>  |          | <b>jadhavma99@gmail.com</b>   |                             |                   |                   |  |  |
| <b>3. Website address (Web link of the AQAR (Previous Academic Year)</b>  |          | <a href="http://mssact.co.in/AQAR-19-20.pdf">http://mssact.co.in/AQAR-19-20.pdf</a>                           |                             |                   |                   |  |  |
| <b>4. Whether Academic Calendar prepared during the year?</b>   |          | <b>Yes</b>  |                             |                   |                   |  |  |
| <ul style="list-style-type: none"> <li>• if yes, whether it is uploaded in the Institutional website Web link:</li> </ul> |          | <a href="http://mssact.co.in/Academic-Calendar-20-21.pdf">http://mssact.co.in/Academic-Calendar-20-21.pdf</a> |                             |                   |                   |  |  |
| <b>5. Accreditation Details</b>   |          |   |                             |                   |                   |  |  |
| Cycle   | Grade    | CGPA  | Year of Accreditation       | Validity from     | Validity to       |  |  |
| <b>Cycle 1</b>  | <b>B</b> | <b>2.36</b>   | <b>15 July 2019</b>         | <b>15/07/2019</b> | <b>14/07/2024</b> |  |  |
| <b>6. Date of Establishment of IQAC</b>   |          | <b>15/07/2012</b>   |                             |                   |                   |  |  |
| <b>7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>     |          |   |                             |                   |                   |  |  |
| Institutional/Department /Faculty   | Scheme   | Funding Agency  | Year of award with duration | Amount            |                   |  |  |
| <b>0</b>  | <b>0</b> | <b>0</b>  | <b>0</b>                    | <b>0</b>          |                   |  |  |
| <b>8. Whether composition of IQAC as per latest NAAC guidelines</b>   |          | <b>Yes</b>  |                             |                   |                   |  |  |
| <ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>                       |          | <a href="#">View File</a>   |                             |                   |                   |  |  |

|   |  |
|---|--|
| <b>9.No. of IQAC meetings held during the year</b>  | 02   |
| <ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>      | Yes  |
| <ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>  | <a href="#">View File</a>  |
| <b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>   | No   |
| <ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>  |  |
| <b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>   |  |
| 1) Blood Donation camp  |  |
| 2) Faculty Development programme  |  |
| 3) Teacher Training Programme   |  |
| <b>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</b> |  |
| Plan of Action  | Achievements/Outcomes  |
| To promote for attaining training programme   | Teacher attended training programme  |
| To conduct women Empowerment programme  | Conduct women Empowerment programme through online mode                    |
| To establish linkage with other institute for using resources   | Established linkage with various institute to exchange ideas and resources |
| To promote faculty to write research papers in journals   | Faculty published their research paper in Journalas                        |
| To Motivate teacher to conduct classes in online mode   | Teacher Conducted classes in online mode                                   |
| <b>13.Whether the AQAR was placed before statutory body?</b>  | No   |

- Name of the statutory body

|      |                    |
|------|--------------------|
| Name | Date of meeting(s) |
| Nil  | Nil                |

#### 14.Whether institutional data submitted to AISHE

|      |                    |
|------|--------------------|
| Year | Date of Submission |
| 2021 | 13/01/2021         |

#### 15.Multidisciplinary / interdisciplinary

#### 16.Academic bank of credits (ABC):

#### 17.Skill development:

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

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

#### 20.Distance education/online education:

### Extended Profile

#### 1.Programme

1.1

12

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

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

## 2.Student

|     |     |
|-----|-----|
| 2.1 | 370 |
|-----|-----|

Number of students during the year

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

|     |    |
|-----|----|
| 2.2 | 26 |
|-----|----|

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

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

|     |    |
|-----|----|
| 2.3 | 19 |
|-----|----|

Number of outgoing/ final year students during the year

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

## 3.Academic

|     |    |
|-----|----|
| 3.1 | 18 |
|-----|----|

Number of full time teachers during the year

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

|     |    |
|-----|----|
| 3.2 | 18 |
|-----|----|

Number of Sanctioned posts during the year

## Extended Profile

### 1.Programme

|     |    |
|-----|----|
| 1.1 | 12 |
|-----|----|

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

|                  |                           |
|------------------|---------------------------|
| File Description | Documents                 |
| Data Template    | <a href="#">View File</a> |

### 2.Student

|     |     |
|-----|-----|
| 2.1 | 370 |
|-----|-----|

Number of students during the year

|                  |                           |
|------------------|---------------------------|
| File Description | Documents                 |
| Data Template    | <a href="#">View File</a> |

|     |    |
|-----|----|
| 2.2 | 26 |
|-----|----|

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

|                  |                           |
|------------------|---------------------------|
| File Description | Documents                 |
| Data Template    | <a href="#">View File</a> |

|     |    |
|-----|----|
| 2.3 | 19 |
|-----|----|

Number of outgoing/ final year students during the year

|                  |                           |
|------------------|---------------------------|
| File Description | Documents                 |
| Data Template    | <a href="#">View File</a> |

### 3.Academic

|     |    |
|-----|----|
| 3.1 | 18 |
|-----|----|

Number of full time teachers during the year

|                  |                           |
|------------------|---------------------------|
| File Description | Documents                 |
| Data Template    | <a href="#">View File</a> |

|  |    |
|--|----|
| 3.2  | 18 |
| Number of Sanctioned posts during the year |    |

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

| 4.Institution   |        |
|---|--------|
| 4.1   | 23     |
| Total number of Classrooms and Seminar halls                      |        |
| 4.2   | 392580 |
| Total expenditure excluding salary during the year (INR in lakhs) |        |
| 4.3   | 65     |
| 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

**• Strict Adherence to the Academic Calendar:** After the reopening of the college in the month of June, the academic calendar is prepared by the IQAC. It outlines the academic plans which are conveyed to the teachers and the students. The teaching, learning and overall curricular activities are carried out strictly as per the Academic Calendar throughout the year.

**• Contribution of BOS members of the College:** Matsyodari Shikshan Sanstha's Arts College Tirthpuri is located in rural area of Jalna District. The college strictly adheres to the curriculum designed and prescribed by the university with respect to an effective delivery. Some of the senior teachers who are the members of BOS contribute significantly by providing their inputs in the university curriculum design. Since the college runs only Arts faculty, the inputs are provided considering the needs of the rural area students in Arts faculty. While doing this, the feedback taken from different stakeholders is also taken into consideration.

**• Mechanism for the Effective Curriculum Delivery:** After the

admission process, each department conducts departmental meeting in which the issues of work load distribution, personal time table and Annual Teaching Plan of each faculty of the department are discussed thoroughly. In the initial phase, slow learners and advanced learners are identified and plans and provisions with respect to such students are prepared. Each faculty member enjoys an academic flexibility with respect to the effective curriculum delivery of his or her subject/paper. • Curriculum Enrichment through Incorporation of Diverse Subjects: Each faculty member takes immense care of incorporating diverse subjects while catering their course contents to the learners. In order to do so, a care has been taken to use optimum ICT teaching/learning devices like K-Yan, LCD projectors, mobile phones, video etc. Most of the departments also arrange Study Tours and Field Trips in order to make the students learn on their own observations and experiences. Such techniques help both the teachers and learners to actively take part in teaching and learning process. Apart from this, most of the departments run subject related certificate courses which add grace and elegance to the main subjects and make the reception of course contents more feasible. • Internal Evaluation to check Effective Curriculum Delivery: Each faculty member continuously evaluates the degree of learners' reception of the course content by conducting semester wise tests and seminars. The students are able to know about their academic progress through such testing and are able to bring desired improvements in their academic performance. In addition to this, syllabus related projects are also assigned to the students which make them learn on their own. This process encourages both the slow and advanced learners and helps them realize the outcomes of the individual subject and overall programme respectively. • Other Remedial Measures: If a teacher feels that the syllabus will not be covered in the given stipulated time in the semester, he/she conducts extra lectures in order to complete the course content to the maximum satisfaction of the learners. 1.1

| File Description                    | Documents                 |
|-------------------------------------|---------------------------|
| Upload relevant supporting document | <a href="#">View File</a> |
| Link for Additional information     | Nil                       |

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

• Internal Evaluation to check Effective Curriculum Delivery: Each

faculty member continuously evaluates the degree of learners' reception of the course content by conducting semester wise tests and seminars. The students are able to know about their academic progress through such testing and are able to bring desired improvements in their academic performance. In addition to this, syllabus related projects are also assigned to the students which make them learn on their own. This process encourages both the slow and advanced learners and helps them realize the outcomes of the individual subject and overall programme respectively. • Other Remedial Measures: If a teacher feels that the syllabus will not be covered in the given stipulated time in the semester, he/she conducts extra lectures in order to complete the course content to the maximum satisfaction of the learners.

| File Description                     | Documents                 |
|--------------------------------------|---------------------------|
| Upload relevant supporting documents | <a href="#">View File</a> |
| Link for Additional information      | <b>Nil</b>                |

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

**A. All of the above**

| File Description   | Documents                 |
|--|---------------------------|
| Details of participation of teachers in various bodies/activities provided as a response to the metric | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |

## **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**

08

| File Description  | Documents                        |
|---|----------------------------------|
| Any additional information                              | <a href="#">No File Uploaded</a> |
| Minutes of relevant Academic Council/ BOS meetings      | <a href="#">View File</a>        |
| Institutional data in prescribed format (Data Template) | <a href="#">View File</a>        |

#### 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)

08

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| Brochure or any other document relating to Add on /Certificate programs | <a href="#">View File</a> |
| List of Add on /Certificate programs (Data Template )                   | <a href="#">View File</a> |

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

287

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

90

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | <a href="#">View File</a> |

#### 1.3 - Curriculum Enrichment

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

**Integration of Gender Issues:** The sensitivity of the college with respect to Gender issues is evident through many activities and programmes conducted as co-curricular activities. Apart from gender issues in the course contents, the college has conducted rallies of students on themes such as Female Foeticide and Dowry System. Many programmes on Women Empowerment have been conducted through Vishakha Cell of the college in order to sensitize the students about gender issues. In the year 2013-2014, the girl students of the college took an active part in the Marathwada level programme called as "Jagar Janivancha" (Awakening of Consciousness) which highlighted the decreasing ratio of girls due to female foeticide all over India. Besides this, many course contents of different subjects like English Literature, History, Sociology and Psychology have integrated gender issues. The concerned teacher deals with such sensitive issues with the help of case studies and through arranging film shows which creates a far reaching impact on the learners' minds.

**Environmental Issues:** All sorts of pollution have posed a dire threat to our environment. The students are sensitized about these issues through many programmes conducted by N.S.S. throughout the year. The college students have organized rallies bearing the banners of slogans urging to protect environment. Special N.S.S Camps have been organized by the college on themes such as "Youth for Environment Conservation" and "Youth for Water Conservation." The result of this sensitization is clearly seen through the works of cleanliness and tree plantation done by the students of college in various camps. Besides this, there is a compulsory course on Environment Studies for second year students. Subjects like Political Science, Geography and English Compulsory have units on Environment Studies.

**Human Values:** In addition to the course contents with human values designed by the university, the institute conducts various activities pertaining to values under the title "Mulya Shikshan" (Value Education). A lecture of an eminent speaker on values is organized once in a month which is referred as "Sanskrit Din." This activity helps the students to inculcate values, ethics and morality in them to a larger extent. Most of the subjects like English Literature, Marathi Literature and Hindi Literature incorporate different creative works of art having a thrust of Human values, ethics and morality. There are units attributed to Human Rights in subjects like Political Science and Public Administration. Besides these, the department of Public Administration runs a subject-related certificate course on Human Rights. Similarly, department of Political Science runs a certificate course on "Gandhian Thoughts on Politics" which highlights Gandhian ideals of Truth, Non-violence and Patriotism.

**Professional Ethics:** Besides ethical issues in the syllabus, the college has stated the core values of the institution on its website that highlights a code of conduct for everyone. Unethical practices are not allowed on the campus. In addition to this, boards displaying proverbs highlighting ethics have been installed in the premises of the college. College has every year initiated to conduct tree plantation programme through NSS Department of the college

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <b>No File Uploaded</b>   |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum | <a href="#">View File</a> |

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

10

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <b>No File Uploaded</b>   |
| Programme / Curriculum/ Syllabus of the courses   | <a href="#">View File</a> |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses                    | <a href="#">View File</a> |
| MoU's with relevant organizations for these courses, if any   | <a href="#">View File</a> |
| Number of courses that include experiential learning through project work/field work/internship (Data Template) | <a href="#">View File</a> |

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

51

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | <a href="#">View File</a> |

#### 1.4 - Feedback System

|   |                            |
|---|----------------------------|
| <b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders</b><br>Students<br>Teachers<br>Employers<br>Alumni | <b>A. All of the above</b> |
|---|----------------------------|

| File Description   | Documents                 |
|--|---------------------------|
| URL for stakeholder feedback report  | <a href="#">View File</a> |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload) | <a href="#">View File</a> |
| Any additional information(Upload)   | <b>No File Uploaded</b>   |

|   |   |
|---|---|
| <b>1.4.2 - Feedback process of the Institution may be classified as follows</b> | <b>A. Feedback collected, analyzed and action taken and feedback available on website</b> |
|---|---|

| File Description                  | Documents   |
|-----------------------------------|---|
| Upload any additional information | <a href="#">View File</a>   |
| URL for feedback report           | <a href="http://www.mssact.co.in/1.4.2%20Feedback%20Report.pdf">http://www.mssact.co.in/1.4.2%20Feedback%20Report.pdf</a> |

#### 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

274

| File Description                        | Documents                        |
|---|----------------------------------|
| Any additional information              | <b>No File Uploaded</b>          |
| Institutional data in prescribed format | <a href="#"><u>View File</u></a> |

**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**

114

| File Description  | Documents                        |
|---|----------------------------------|
| Any additional information                                    | <b>No File Uploaded</b>          |
| Number of seats filled against seats reserved (Data Template) | <a href="#"><u>View File</u></a> |

**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

**Identification of Slow and Advanced Learners:** Students of diverse backgrounds seek admission for B.A. and diploma programmes in the college. The college is situated in the remote area of rural Jalna district. The teachers identify slow and advanced learners through the results of the previous year and their performance in the classroom. The slow learners find it difficult to partake in the classroom discussion due to lack of confidence and meager knowledge content and often stumble down if driven in a dialogue. It is a common experience of the teachers that most of the first year students who complete their H.S.C. are from Science stream. It is easy to note for the teachers that they have a high IQ and a splendid command over English language as compared to other students. Such students, though their number is considerably small, are considered as advanced learners. **Special Programmes for Slow Learners:** After the identification of the slow learners, the teachers encourage them to share their academic problems in the department during off lectures and guide them and solve their problems. Similarly, such students are given priority in all subject-related bridge and remedial courses. Slow learners are often given small assignments and they are encouraged to take part

in classroom quizzes, cross-word puzzles and Stand and Deliver sessions. At the end of each lecture, ten minutes are reserved for explaining the difficult concepts for such slow learners. In order to boost up their confidence, slow learners are also encouraged to take part in various debating competitions and essay writing competitions along with the advanced learners. They are also provided with additional reading material from the departmental library. Special Programmes for Advanced Learners: The advanced learners are encouraged to read advanced reading material in order to satisfy their quest for additional knowledge. They have been given access to N-List of INFLIBNET. These students are asked to conduct seminars for slow learners in the classroom on difficult topics. The teachers provide these students E-notes and question banks prepared for competitive examinations. In addition to this, the advanced learners are given registrations for MOOC courses on SWAYAM portal. They watch video lectures and read the material meant for MOOC certificate courses. These students are also encouraged to take part in subject-related departmental activities like arranging film shows, Wall Papers and debating competitions. Thus, the college strives to meet the requirements of both slow and advanced learners through Continuous Internal Evaluation and monitor their academic performance. The advanced learners often stand in the first five of the college merit list of the university examination. Such students are given prizes in the form of money and books at Annual Day Gatherings of the college. The advanced learners are often given opportunities at various cultural activities in the university's Youth Festivals and Annual Day Gatherings in order to develop their personality further.

|                                   |                           |
|-----------------------------------|---------------------------|
| File Description                  | Documents                 |
| Link for additional Information   | Nil                       |
| Upload any additional information | <a href="#">View File</a> |

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

|                    |                    |
|--------------------|--------------------|
| Number of Students | Number of Teachers |
| 274                | 18                 |

|                            |                           |
|----------------------------|---------------------------|
| File Description           | Documents                 |
| Any additional information | <a href="#">View File</a> |

## 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

**Experimental Learning:** Experimental, participative and problem solving methods are always at the core of institute's teaching and learning process. While achieving this end, a care has been taken to employ as many innovative practices as possible. Apart from the traditional teaching practices, all the faculty members use student-centric approaches while delivering the course contents of their subjects. The manifestation of the best learning experience is always evident through various experiments that bring home the core part of the course. Subjects like Geography, Psychology, Political Science, Sociology, Public Administration and courses like B.Voc in Drip Technology and Dairy Products have ample scope in the experimental teaching/learning methods as compared to other subjects. Hence, the students of these subjects are assigned project works, field-trips and internships in order to experience experimental learning. The concerned teachers give questionnaires to the students and are taken to the concerned fields. Psychology students, for instance, visit the school of mentally challenged children and carry out experiments with respect to the behavior of these children. Geography students are taken to field and study tours at places like The Famous Jaikwadi Lake, Turiest and religious place Paithan and Bird Park. The students of B.voc courses visit industries and have a firsthand learning experience.

**Participative Learning:** The reciprocal teaching/learning methods are always fruitful than a hackneyed and cloying one-way method. During classroom teaching or laboratory sessions, the teachers involve students in the classroom activities like Brain Storming, Stand and Deliver, seminars, subject quiz contests and solving crossword puzzles, mini-projects, short-term tasks, multi-media sessions and role-playing. Such interactive and participative methods help the students to get involved in the whole process and make the learning experience more enjoyable. The students of Literature perform small roles in specific scenes of dramas and try to understand the character of that play itself. Thus, the students confront practical situations which are close to reality in order to learn in the real sense of the term. The English teachers display newspaper cuttings related with literature on the showcase and inform the students to read it and discuss it in the classroom. This activity is referred as "English outside the Classroom." **Problem-solving Methodologies:** This is one of the most influential methods of enhancing learning experience. Different subject teachers identify different problems in their subjects and

apply abstract thinking coming up with creative solutions. For instance, in a critical context of dealing with unpleasant emotions, the Psychology teachers asks the students to identify the cause of the problem and then find out the solution to overcome it. Application of Inductive and Deductive reasoning to solve the problem within a specific context is used in the classroom. In order to solve a problem, students need to define the end goal. This step is crucial to successful learning of problem solving skills. The students are helped to answer the question "what" and "why" finding the answer to "how." Thus, innovations and creativity play an important role in the teaching/learning.

| File Description                  | Documents                 |
|-----------------------------------|---------------------------|
| Upload any additional information | <a href="#">View File</a> |
| Link for additional information   | Nil                       |

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

**Digitization of Classroom:** The institute has two smart classrooms with wi-fi, LCD projector and other paraphernalia. Apart from the traditional methods of teaching with chalk and talk, the teachers extensively use these digital classrooms while teaching. A number of teachers make power point presentations, screening of educational content on You Tube, arranging film shows based on different literary texts and dramas in these smart classrooms. Students enjoy these teaching sessions and actively take part in the whole proceeding. Similarly, English teachers use online digital content to assist the students to understand the use of pronunciation and intonation with the help of software. Many popular short stories prescribed in Compulsory English course content are available in the cartoon series on You Tube. These are downloaded by the teachers and screened after their theoretical analysis in the classroom. Apart from the above mentioned E-Content, the teachers also provide the students with E-Notes available on the web. The institute has developed a Media Center which works for developing E-Content of all subjects. Similarly, some lectures of eminent guest lecturers are recorded and processed in the Media Center and made available to the students in their smart phones. It is interesting to note that such innovative practices have created a strong rapport between the teachers and students. **Guest Lectures:** Eminent teachers and

motivational speakers from other institutes are often invited by different teachers and their lectures are arranged for the students. **Field Trips and Industrial Visits:** The students of subjects like Geography, Psychology, Sociology, Political Science, Public Administration and Diploma programmes are taken to the Field Trips and Industrial Visits. The diploma students are taken to Samarth Sahakari Sugar Factory at Ankush Nagar, Jain Irrigation, Jalgaon and Smarth Doodh Sangh to study the actual working at these industries. This is how the students get the opportunity to learn through observation and contemplation. **Learning through Games and Quizzes:** Most of the teachers have prepared hand-outs, charts, cross-word puzzles and intricate questions for Quizzes. Once in a week, the teachers form different groups of students and distribute this teaching material among various groups where they indulge in quizzing and solving crossword puzzles. This is how the learning process is made student-friendly for better learning results..

| File Description  | Documents   |
|---|---|
| Upload any additional information   | <a href="#">View File</a>   |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | <a href="http://www.mssact.co.in/2.3.2%20ICT%20Enabled%20Tools.pdf">http://www.mssact.co.in/2.3.2%20ICT%20Enabled%20Tools.pdf</a> |

### 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

12

| File Description  | Documents                 |
|---|---------------------------|
| Upload, number of students enrolled and full time teachers on roll. | <a href="#">View File</a> |
| Circulars pertaining to assigning mentors to mentees                | <a href="#">View File</a> |
| mentor/mentee ratio   | <a href="#">View File</a> |

### 2.4 - Teacher Profile and Quality

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

18

| File Description   | Documents                 |
|--|---------------------------|
| Full time teachers and sanctioned posts for year (Data Template) | <a href="#">View File</a> |
| Any additional information                                       | <b>No File Uploaded</b>   |
| List of the faculty members authenticated by the Head of HEI     | <a href="#">View File</a> |

**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**

15

| File Description  | Documents               |
|---|-------------------------|
| Any additional information  | <b>No File Uploaded</b> |
| 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) | <b>No File Uploaded</b> |

**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**

18

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <b>No File Uploaded</b>   |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | <a href="#">View File</a> |

**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.

Continuous Internal Evaluation is the soul of assessment system of the institute. In order to track the academic progress of students, periodic tests and seminars are scheduled twice in each semester in an academic year. To achieve this end, the evaluation system needs to be vigorous and transparent. Hence, there is a provision of registering a complaint in each department if any student finds that justice is not meted out to him or her. This becomes even more necessary in practical subjects like Geography, Psychology and diploma programmes. The transparency of the internal assessment is evident due to the following features: Schedule of Tests/Seminars mentioned in the Academic Calendar. Open Book Tests MCQ Tests Projects Allotment of specific curriculum part for each semester test/seminar. Answer sheets handed over to the students after assessment. Complaint section for aggrieved students. Freedom to approach the concerned teacher if not satisfied with the result. Opportunity for reassessment and recounting if necessary. Assistance in synopsis preparation in case of Projects. Chance to improve performance in practical during laboratory sessions. In order to increase regularity and punctuality, weightage is given to regular students. Due to extreme vigor and vitality of CIE, the grievances have been diminishing day by day. However, different inputs on various issues about internal evaluation are always welcomed.

| File Description                | Documents               |
|---------------------------------|-------------------------|
| Any additional information      | <b>No File Uploaded</b> |
| Link for additional information | <b>Nil</b>              |

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

Internal Evaluation and university examinations are routine processes of the institute. Whether class tests, practical or project-related oral examinations, there are chances of mistakes or misunderstandings on part of teachers while evaluating the students' performance. Keeping this possibility in view, the institute has formed Examination-related Grievance Cell that comprises following members:

Sr. No. Name Contact Designation 1 Dr. Gaikwad R.J. 9422215425  
 Principal 2 Dr. Bainade B. M.S.L. 7507696791 Associate Professor 3  
 Dr. Jadhav P. V. 8888352755 Assistant Professor 4 Mr. Lakhe S.K.

9421352577 Office Superintendent 5 Mr. Baand S.S. 9423760302 Jr. Clerk The students who are not satisfied with the evaluation can lodge a complaint with the cell. The committee then resolves the issue. If some students are not happy with the university result, they too register the complaint and necessary action is taken with respect to this. The students can apply for revaluation/recounting through the Grievance Cell and also get the photocopy of their answer sheet as per university rules. At the time of university examinations, the university sends online question papers which are to be downloaded, printed and Xeroxed. If any complaint regarding the quality of printing appears, it too is resolved at the earliest and the time spent in this process is compensated by giving the grace time to the examinees. Issues like withholding the results, out of syllabus questions, scope and quality of questions

| File Description                | Documents                 |
|---------------------------------|---------------------------|
| Any additional information      | <a href="#">View File</a> |
| Link for additional information | Nil                       |

## 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.

Outcome based education is a focal point of Matsyodari Shikshan Sanstha's Arts College, Tirthpuri. Unless and until the outcomes are identified and stated, it is futile to track whether the goals have been achieved or not. Hence, the institute has clearly stated the POs, PSOs and COs and displayed it on the institution's website after consultation with the advisory committee. These are also communicated to the teachers again and again in various meetings of IQAC. Every teacher then discusses the POs and PSOs with the students in the introductory lectures so as to make them understand clearly what they have to do and achieve throughout the course. This helps the students to get rid of the mistaken notion that only passing examinations and achieving degree, certificate and diploma is the sole intent of theirs while pursuing respective programmes. They also clearly understand that mere making themselves capable for different works is also not the objective of their pursuance of programmes. They reckon that the aim of the course they are following is to manifest the perfection they already have and delve deep into themselves in order to make them humane in all respects. This is how the students learn that

education is not just the learning of facts; it is rather the training of the mind to think. The institute also periodically makes a course survey and Programme Exit Survey to find the attainment of the COs, PSOs and POs.

| File Description                                     | Documents                 |
|--|---------------------------|
| Upload any additional information                    | <b>No File Uploaded</b>   |
| Paste link for Additional information                | <b>Nil</b>                |
| Upload COs for all courses (exemplars from Glossary) | <a href="#">View File</a> |

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

Programme Outcomes identified by the institute have been evaluated by a committee constituted specifically for this purpose. The committee comprises the following members: 1.Dr. Gaikwad R.J. (Chairman) 2.Dr. Bainade B.M. (Member) 3.Dr. Chavan A.A. (Member) The assessment apparatus and processes used for measuring the attainment of each of the Programme Outcomes and Programme Specific Outcomes are as mentioned below: Method of assessment of Programme Outcomes/Programme Specific Outcomes: The Programme Outcomes and Programme Specific Outcomes are measured with the help of Course Outcomes of the relevant courses through direct and indirect methods. Direct methods are used through direct examinations or observation of students' knowledge or skill against quantifiable course outcomes. The skills described by the course outcomes are mapped to specific problems on university examinations, internal examinations and home assignments. Throughout the semester, the faculty records the performance of each student on each course outcomes. Average attainment in direct method = university examination (80%) + Internal Assessment (20%) Indirect Assessment strategies are implemented by embedding them in students' survey, employers' survey and alumni survey. Few of POs are assessed based on relevant developed rubrics. Finally, Programme Outcomes are assessed with above mentioned data and Programme Assessment Committee concludes the POs attainment level. The Tools used for the Assessment of POs/PSOs and their Frequencies: At the end of each session, university conducts examinations based on the results published by the university. The Course Outcomes are measured based on the course attainments level fixed by the programme. Direct mode is used for the same. Assignments are given at the end of each chapter. The assignments are provided to the students, such that students will refer the

text books and good reference books to find out the answers and understand the expected objectives of the given problems. It is the responsibility of the concerned subject teacher to ensure that most students are able to work out the assignments honestly. The questions asked in assignments are mostly aligned with course outcomes of the respective subjects according to the performance of the students in answering each question, mapping is carried with the respective COs for assessing the attainment level of the specific COs of the subjects are conducted. The direct mode is used for the same.

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Upload any additional information     | <a href="#">View File</a> |
| Paste link for Additional information | Nil                       |

### 2.6.3 - Pass percentage of Students during the year

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

58

| File Description   | Documents   |
|--|---|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | <a href="#">View File</a>   |
| Upload any additional information  | No File Uploaded  |
| Paste link for the annual report   | <a href="http://www.mssact.co.in/2.6.3%20Annual%20Report.pdf">http://www.mssact.co.in/2.6.3%20Annual%20Report.pdf</a> |

### 2.7 - Student Satisfaction Survey

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

<http://www.mssact.co.in/SSS%20Results.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  | <a href="#">No File Uploaded</a> |
| e-copies of the grant award letters for sponsored research projects /endowments | <a href="#">No File Uploaded</a> |
| List of endowments / projects with details of grants(Data Template)             | <a href="#">View File</a>        |

**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) | <a href="#">View File</a>        |
| Any additional information                                    | <a href="#">No File Uploaded</a> |
| Supporting document from Funding Agency                       | <a href="#">No File Uploaded</a> |
| Paste link to funding agency website                          | <a href="#">Nil</a>              |

**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**

1

|  |                           |
|--|---------------------------|
| File Description   | Documents                 |
| Report of the event  | <a href="#">View File</a> |
| Any additional information                                     | <b>No File Uploaded</b>   |
| List of workshops/seminars during last 5 years (Data Template) | <a href="#">View File</a> |

### 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

**16**

|  |                           |
|--|---------------------------|
| File Description   | Documents                 |
| Any additional information   | <b>No File Uploaded</b>   |
| List of research papers by title, author, department, name and year of publication (Data Template) | <a href="#">View File</a> |

#### 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

|   |                         |
|---|-------------------------|
| File Description  | Documents               |
| Any additional information  | <b>No File Uploaded</b> |
| List books and chapters edited volumes/ books published (Data Template) | <b>No File Uploaded</b> |

### 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

**Our college has carried out following various activities to sensitize students to social issues for their holistic development in the neighbouring community**

1) Our college has organized Cleanliness and Awareness programme on the occasion of 152th Birth Anniversary of Mahatma Gandhi during 02 /10/2020 to 08//10/2020 under the scheme of Swaccha Bharat Mission and NSS Department with the collaboration of Tirthpuri Gram Panchayat.

2) Our college has organized AIDS Awareness programme on the occasion of World AIDS Prevention Day during 01 /12/2020 to 03//12/2020 under the NSS Department with the collaboration of Tirthpuri Gram Panchayat.

3) Our college has conducted Blood Donation Camp on the occasion of Birth Anniversary of our President of Matsyodari Shikshan Santha Hon'ble Rajesh Bhaiyya Tope on 09 /01/2021 under the Department of with the collaboration of Civil Hospital Dist. Jalna.

4) Our college has organized Eye Check up Camp for the poor people of the Tirthpuri village under the NSS Department with the collaboration of Tirthpuri Gram Panchayat

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Paste link for additional information | <a href="#">Nil</a>       |
| Upload any additional information     | <a href="#">View File</a> |

### 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

02

| File Description  | Documents                        |
|---|----------------------------------|
| Any additional information  | <a href="#">No File Uploaded</a> |
| Number of awards for extension activities in last 5 year(Data Template) | <a href="#">View File</a>        |
| e-copy of the award letters   | <a href="#">View File</a>        |

### 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**

**03**

| File Description   | Documents                 |
|--|---------------------------|
| Reports of the event organized   | <a href="#">View File</a> |
| Any additional information   | <b>No File Uploaded</b>   |
| Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template) | <a href="#">View File</a> |

**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**

**04**

| File Description   | Documents                 |
|--|---------------------------|
| Report of the event  | <a href="#">View File</a> |
| Any additional information   | <b>No File Uploaded</b>   |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | <a href="#">View File</a> |

**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**

**02**

| File Description  | Documents                 |
|---|---------------------------|
| e-copies of linkage related Document  | <a href="#">View File</a> |
| Details of linkages with institutions/industries for internship (Data Template) | <a href="#">View File</a> |
| Any additional information  | <b>No File Uploaded</b>   |

### **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**

**04**

| File Description   | Documents                 |
|--|---------------------------|
| e-Copies of the MoUs with institution./ industry/corporate houses  | <a href="#">View File</a> |
| Any additional information   | <b>No File Uploaded</b>   |
| Details of functional MoUs with institutions of national, international importance, other universities etc during the year | <a href="#">View File</a> |

## **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.

The college has an imposing building in 05 acres having a built-up area of 3720 Square Meters. The infrastructure has been created keeping in view the needs of each department as per UGC and university norms. There are two floors and the classrooms and laboratories are scattered on both the floors as per the convenience of the students. There are total 18 well-furnished and fully ventilated classrooms, Labs and auditorium hall where teaching-learning, co-curricular and extra-curricular activities are conducted. Ground Floor: There are total 08 classrooms, including 02 Virtual Classrooms and 01 computer laboratory. Out of 08 classrooms, 02 classrooms are having a size of 23x36 each with a seating capacity of approximately 80 students and remaining 06

classrooms size is 23x32 each having a seating capacity of approximately 70 students. Two virtual classrooms are equipped with WiFi/LAN enabled internet connectivity, LCD Projector, K-Yan, computers and interactive board. Apart from classrooms and labs, there is also a Central Library with a spacious and well-furnished reading room. One room for Research Incubation Center is reserved where the activities related to research and innovations go on.

**First Floor:** There are total 10 classrooms, including Language Laboratory, Geography Laboratory and Psychology Laboratory. One classroom is especially reserved for Competitive Examinations lectures conducted through the Cell. On the first floor, there is also one hall where Yoga and Meditation Center is run by Sports Department. Besides this, there is a Media Center where the work of E-content development like processing the captured lectures, preparation of PPTs, downloading of educational videos for students etc. goes on. A huge Auditorium Hall on the first floor has a seating capacity of approximately 500 students where curricular, co-curricular and cultural activities like Annual Gatherings go on.

**Yoga and Meditation Center:** The Yoga and Meditation Center is another noteworthy feature of the Sports Department of the institute. There is a spacious hall for practicing Yoga in the institute. It is interesting to note that the Yoga and Meditation Center is made available to the villagers as well who are interested in practicing it. Since the year 2015-2016, the center runs a certificate course which is open to all. The institute has collaborated with the Trainer Institute called as Patanjali's Yuva Bharat, Dist. Buldhana. The Master Trainer Mr. Dilip Pidiyar provides his training and guidance to the students and teachers of the institute from time to time. There are a lot of videos of different Asanas performed by him available in the sports department which are usually screened for the students of certificate course in particular and other people in general.

**Revival of Older Games:** There are many traditional games which are on the verge of extinction. The institute believes in cherishing the old along with accepting the new. Hence, the institute has facilitated the students with the essential training and equipments of older games played in Maharashtra. Games like Langadi, Logori, Gilli-Danda and Kurghodi have been played and taught in the institution. The institute has also hosted tournaments of these games for the High school students of Tirthpuri Village in order to revive and promote these older and almost forgotten games. Thus, the institute strives hard to pursue the dictum that a "Sound Mind Dwells in a Sound Body."

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Upload any additional information     | <a href="#">View File</a> |
| Paste link for additional information | Nil                       |

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

The institute has vowed to create an atmosphere congenial for the students' overall physical, spiritual and ethical development of personality. Since its inception, the institute has vigorously created a culture of promoting sports and other co-curricular activities for all-round development of student community. There is ample space for all kinds of sports like Cricket, Kho-Kho, Kabaddi, Volleyball, wrestling, long jump, shot-put, discus throw, Table Tennis, Chess, and Carom. The students are encouraged to partake in various sports activities throughout the year. Especially, the institute hosts and conducts many sports activities at the time of Annual Gathering. At the same time, the institute also makes the outdoor sports facilities available to other teams of Tirthpuri village. Similarly, there are two major platforms in the form of Open Stage and Auditorium Hall available for conducting various cultural events in the institute. The Cultural Committee encourages the students to take part in all sorts of cultural activities and provides them the relevant facilities.

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Upload any additional information     | <a href="#">View File</a> |
| Paste link for additional information | Nil                       |

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

23

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

23

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <a href="#">View File</a> |
| Paste link for additional information   | Nil                       |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | <a href="#">View File</a> |

#### **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)**

392580

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | No File Uploaded          |
| Upload audited utilization statements   | <a href="#">View File</a> |
| Upload Details of budget allocation, excluding salary during the year (Data Template) | <a href="#">View File</a> |

#### **4.2 - Library as a Learning Resource**

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

The central library has an Online Public Access Catalogue (OPAC). The teachers and students can access it with the details of Author, Title, Publication and Accession Number of the desired book. The Central Library of the institute is fully automated that uses the Integrated Management System (ILMS). All books available in the library have been registered on it. With the help of this system, students and teachers can trace the availability of the resources instantly and at ease. All the available books have been bar-coded and it is used for circulation with the help of a bar-code scanner with Laser. For this reason, the institute has installed SOUL 2.0 ILMS software with the version 2.0.10. The institute has also subscribed to the N-List of INFLIBNET. The teachers and interested students have been given access to it. Other Information: Institute's central Library fulfills all the

requirements of the students' demand of textbooks. There is sufficient number of prescribed text books in the library. The main attraction of the Central library is the collection of rare coins painstakingly collected by Prof. Jogdand R.B. Head, Department of History. These historical coins are kept in a glass showcase for students and researchers. Apart from this the library has tried to maintain rare books to sustain our old heritage. In short, the institute strives hard to fulfill the need of study resources of students and researchers

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Upload any additional information     | <a href="#">View File</a> |
| Paste link for Additional Information | Nil                       |

**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**

| File Description   | Documents                 |
|--|---------------------------|
| Upload any additional information  | <a href="#">View File</a> |
| Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template) | <a href="#">View File</a> |

**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)**

5900

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| Audited statements of accounts  | <a href="#">View File</a> |
| Details of annual expenditure for purchase of books/e-books and journals/e-journals during the year (Data Template) | <a href="#">View File</a> |

**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**

**5.89**

| File Description                                  | Documents                 |
|---|---------------------------|
| Any additional information                        | <b>No File Uploaded</b>   |
| Details of library usage by teachers and students | <a href="#">View File</a> |

**4.3 - IT Infrastructure**

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

The college regularly updates its IT facilities as per requirements. The software of computers and K-Yans in Computer Lab, Virtual Classrooms and Administrative Office is frequently upgraded for better results. There is Wi-Fi facility available in the campus for students and teachers. The institution has sought the services of GIO. Broadband and Reliance Jio for this purpose. The Administrative Office has CMS Software for admissions, generating receipts, Leaving Certificates and Bonafide certificates. Similarly, office has Tally E.R.P. 9.0 Software for assessments of accounts. The library has SOUL 2.0 ILMS software of the INFLIBNET. All these softwares are regularly upgraded for better working results. In addition to this, all the computers have Anti-virus software for protections from Malwares and viruses. The Administrative Office has a LAN having one server and four client computers. In short, the IT facilities are frequently updated as per the need of cutting-edge technology in the present times.

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Upload any additional information     | <a href="#">View File</a> |
| Paste link for additional information | <b>Nil</b>                |

**4.3.2 - Number of Computers**

**65**

| File Description                  | Documents                 |
|-----------------------------------|---------------------------|
| Upload any additional information | <b>No File Uploaded</b>   |
| Student – computer ratio          | <a href="#">View File</a> |

|  |                      |
|--|----------------------|
| <b>4.3.3 - Bandwidth of internet connection in the Institution</b> | <b>D. 10 - 5MBPS</b> |
|--|----------------------|

| File Description   | Documents                 |
|--|---------------------------|
| Upload any additional Information  | <b>No File Uploaded</b>   |
| Details of available bandwidth of internet connection in the Institution | <a href="#">View File</a> |

|   |
|---|
| <b>4.4 - Maintenance of Campus Infrastructure</b> |
|---|

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

|  |
|--|
| <b>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)</b> |
|--|

|              |
|--------------|
| <b>22108</b> |
|--------------|

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <b>No File Uploaded</b>   |
| Audited statements of accounts.   | <a href="#">View File</a> |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | <a href="#">View File</a> |

|  |
|--|
| 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. |
|--|

|  |
|--|
| <b>The institution has established the systems and procedures for maintaining and utilizing all available facilities for effective teaching-learning and co-curricular activities. Academic and Support Facilities Computer Lab: Computer lab is regularly maintained by the faculty-in-charge and assistants along with menial staff of the institute. Intensive care has been taken to maintain cleanliness in the labs. The list of equipments of all</b> |
|--|

labs and Virtual Classrooms is maintained in the stock register. Timely servicing of the desired apparatus is done in order to enhance the life and capacity wherever is required. The services of a technician Mr. Santosh from Tirthpuri are sought for this purpose. Classrooms: A committee of two teachers is formed to look into the maintenance of the classrooms. Dr. Jadhav A.R. and Prof. Jogdand R.B. weekly make a survey of the classrooms and inspect the condition. In order to maintain the cleanliness, dustbins are kept outside the classrooms. In order to maintain the equipments of Virtual Classrooms, the services of external agencies are sought from time to time. Department of Sports: Sports equipments are maintained by the director of sports department from time to time. Department of Community College and B.Voc: A separate committee is formed to look into the matters of maintenance of equipments of these two courses. This work has been assigned to Prof. Kamble R.R. and Dr. Jadhav P.V. Library: The library committee monitors and maintains the library. The work of pest controlling of books is regularly done to prevent vandalism of books and other learning resources from different types of insects. Maintenance of Other Physical and Support Facilities: The services of a gardener are sought for the maintenance of trees, plants and lawn in the campus of the institute. The maintenance of electricity is done regularly in order to ensure power supply without any interruption. For the safety and security at nights, two menial staff members along with a security guard are kept on duty at night. The services of sweepers and scavengers are sought to maintain the available lavatories and urinals of the institute. Thus, there are optimum systems to utilize and maintain all sorts of facilities of the institution.

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Upload any additional information     | <a href="#">View File</a> |
| Paste link for additional information | Nil                       |

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

26

| File Description   | Documents                 |
|--|---------------------------|
| Upload self attested letter with the list of students sanctioned scholarship   | <a href="#">View File</a> |
| Upload any additional information  | <b>No File Uploaded</b>   |
| Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template) | <a href="#">View File</a> |

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

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

26

| File Description   | Documents                 |
|--|---------------------------|
| Upload any additional information  | <a href="#">View File</a> |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | <a href="#">View File</a> |

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

**B. 3 of the above**

| File Description  | Documents   |
|---|---|
| Link to institutional website   | <a href="http://www.mssact.co.in/5.1.3%20Training%20Letter.pdf">http://www.mssact.co.in/5.1.3%20Training%20Letter.pdf</a> |
| Any additional information  | <a href="#">View File</a>   |
| Details of capability building and skills enhancement initiatives (Data Template) | <a href="#">View File</a>   |

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

50

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

50

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template) | <a href="#">View File</a> |

**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**

**B. Any 3 of the above**

| File Description   | Documents                 |
|--|---------------------------|
| Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee | <a href="#">View File</a> |
| Upload any additional information  | <b>No File Uploaded</b>   |
| Details of student grievances including sexual harassment and ragging cases  | <a href="#">View File</a> |

## 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

2

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Self-attested list of students placed | <a href="#">View File</a> |
| Upload any additional information     | <b>No File Uploaded</b>   |

### 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

8

| File Description                                   | Documents                 |
|--|---------------------------|
| Upload supporting data for student/alumni          | <a href="#">View File</a> |
| Any additional information                         | <b>No File Uploaded</b>   |
| Details of student progression to higher education | <a href="#">View File</a> |

### 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**

00

| File Description                    | Documents                 |
|-------------------------------------|---------------------------|
| Upload supporting data for the same | <a href="#">View File</a> |
| Any additional information          | <b>No File Uploaded</b>   |

**5.3 - Student Participation and Activities**

**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year**

**5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

00

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

**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 )**

**Students are one of the most important stakeholders of any educational institution. Keeping the importance of students in mind, the institute has taken care to give as much representation to students on all bodies as possible. The representation of students on Student Council was determined on merit basis as per University Act 1994, under section 40. But due to covid 19 the student council is not formed by the university rules. but college level there is representation of the students in Literary forum and social subject forum.**

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Paste link for additional information | <b>Nil</b>                |
| Upload any additional information     | <a href="#">View File</a> |

### **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**

**6**

| File Description  | Documents                 |
|---|---------------------------|
| Report of the event   | <a href="#">View File</a> |
| Upload any additional information   | <b>No File Uploaded</b>   |
| 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)) | <a href="#">View File</a> |

### **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**

**The students are the assets of any institution. Especially, the past students of the college are crucial in the overall making of the institution. The Alumni of our college work in all walks of life. Many of them are in business, industries, education, politics, social service and civil services. Once in a year, most of them attend the annual meet organized by the institution and contribute by providing their suggestions with regard to the development of the institution. Since most of the students are from the nearby villages around Tirthpuri, they help the N.S.S. Programme Officers to adopt villages for conducting camps. These former students are well aware where the developmental projects through N.S.S. camps need to be carried out. Hence, their assistance has always proved fruitful in this respect. In these camps, the Alumni assist the N.S.S. unit to organize blood-**

Donation Camps, Tree Plantations, building water storage tanks and other extension works. Besides, the alumni also make arrangement for the stay of volunteers at these villages during the N.S.S. camps. The local Alumni also participate in the annual functions of the institute and provide their help wherever required. As a part of a Best Practice, the institute has set a dress-code to the students. Some of the alumni members donate uniforms to the students who cannot afford to purchase it. Apart from this, the alumni also assist the institute by arranging food to the candidates who walk for interviews during Placement drives conducted by the institute. The noted alumni members are also invited by the institute to deliver lectures and provide their invaluable inputs to the students. Allumni have contributed 274 books to our college as a social responsibilityThis is how the alumni contribute significantly to the overall development of the institute.

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Paste link for additional information | <a href="#">Nil</a>       |
| Upload any additional information     | <a href="#">View File</a> |

|   |                      |
|---|----------------------|
| <b>5.4.2 - Alumni contribution during the year (INR in Lakhs)</b> | <b>E. &lt;1Lakhs</b> |
|---|----------------------|

| File Description                  | Documents                 |
|-----------------------------------|---------------------------|
| Upload any additional information | <a href="#">View File</a> |

## 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

Matsyodari Shikshan Sanstha's Motto is: "Shahane Karuni Sodave Sakaljana" (Enlightening and Empowering All through Quality Education). Closely allied with this motto is the vision and mission of the institute: Vision: "To Enlighten, Empower and Awaken the Masses of the Rural Area through Qualitative Training and Value-Based Education." Mission: To make educational facilities available to the common people of the rural area so as to enable them to understand real life and to make them capable of facing the challenges of the present world through all round

physical, ethical and intellectual development of their personality. The governance of the institution is strictly carried out as per the vision and mission statement mentioned above. All the governing components of the institution strive hard to realize the motto of the trust in general and vision and mission of the institution in particular. In the pursuit of this, quality is the prime benchmark. The Management: The management's role is crucial and in tune with the vision and mission which is evident due to its persistent efforts in providing all sorts of facilities for smooth functioning of the institution. Principal: The leadership of the principal assists the heads of the departments and the faculty members to infiltrate leadership qualities by circulating required impetus for achieving desired goals. Head of the Department: Various activities are carried out at departmental level by the heads of the departments with the help of the principal. There is ample freedom to the heads of the departments with regard to organizations of the departmental activities which are in tune with the academic calendar of the institution. Faculty: The faculty members are assigned different responsibilities by the heads which are carried out scrupulously by them to achieve desired ends. Apart from teaching, the faculty members work hard to organize more and more departmental activities throughout the year. Different committees are formed in the initial phase of the academic year to carry out the programmes mentioned in the academic calendar. This decentralization ensures the smooth functioning of each unit. Non-teaching Staff: The non-teaching staff supplies each and every kind of assistance to the faculty members while following the academic calendar of the institution. Thus, each component of the institution strives hard to realize the vision and mission statement and to accomplish the objectives in order to enlighten and empower all.

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Paste link for additional information | Nil                       |
| Upload any additional information     | <a href="#">View File</a> |

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

The institution believes in decentralization of work and swings all its components to participate in all activities for better results. At the initial phase of each academic year, various committees are formed which are in tune with the prepared academic

calendar. There are more than 25 committees which look into the matters mentioned in the academic calendar. Each committee not only plays its respective role and gets the work done but also assists other committees in timely fulfilling the requirements. Admission Committee: This committee works at the beginning of the academic year when the results are out. N.S.S.: N.S.S Committee works throughout the year as per the Action Plan devised by the university. Time Table: Institutional time table for teaching and learning is worked out by this committee. University Examination Committee: One Chief Superintendent, two understudy and one answer book recorder are appointed to conduct university examinations in both semesters. One technical assistant is also appointed to help the committee conduct exams smoothly. Social Sciences Forum: All teachers of Social Sciences prepare an Action Plan of programmes to be conducted throughout the year and programmes of respective subjects are carried out through this committee. Literary Forum: The teachers of all three languages work out the plan devised at the beginning of the academic year by conducting respective programmes of their subjects. Sports Committee: Sports Committee works out the sports activities throughout the year. Cultural Committee: The members of this committee look into the matters of cultural activities like preparations of University Youth Festival and Annual Gathering. Apart from these committees, there are committees for Student Council, Vishakha, Discipline, UGC, Employment Cell, Earn and Learn Scheme and so on. The members of each committee work out the Action Plans of their respective committees throughout the year. Since each and every member of the institute participates in all activities irrespective of committees, each mechanism is able to accomplish its planned task effectively and smoothly. All the committees are in touch with the IQAC from where they seek guidance and direction wherever required. This is how a participative work culture is promoted in the institution.

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Paste link for additional information | Nil                       |
| Upload any additional information     | <a href="#">View File</a> |

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

As per the yearly practice, the IQAC prepares the Action Plan which is approved by the principal and the management in the

Governing Council (CDC). The academic calendar is prepared keeping in view the Action Plan chalked out by the IQAC and approved by the CDC.

### Perspective Plan of the College

#### Academic Plan

1. To fulfill teaching and non teaching staff
2. To update online teaching and learning system in college
3. Annual plan for Teaching, learning and evaluation in the college.
4. To plan for next cycle of NAAC
5. To organize training programme for students and teachers
6. To organize conference and seminar in the college
7. To promote faculty to apply for major and minor project
8. To conduct Green/Environmental/Academic Audit
9. To conduct extension activities in neighbouring village
10. To provide online study material through library for students
11. To run certificate courses as an additional programme

#### Budgetary Provision

1. Fund is approved from Legislature Hon'ble Vikram Kale to construct the road to the college from main road of Tirthpuri
2. To cultivate Dragon Fruit in college campus through CSR fund received from Capgemini Firm.
3. To construct Library building and hostel for students, college tries to get fund from UGC Scheme
4. To promote faculty to apply for major and minor project to procure fund from UGC
5. To conduct extension activities in neighbouring village through NSS Scheme.

#### Infrastructural Plan

1. To install solar energy plant in the campus
2. To develop drip irrigation system in the campus to water plan
3. To plant trees both side of the college road and campus
4. To plan water harvesting system in the college campus
5. To construct Library building and hostel for students separately
6. To develop campus area with tree plantation

## 7. To develop Dragon Fruit plant in college campus

| File Description                                       | Documents                 |
|--|---------------------------|
| Strategic Plan and deployment documents on the website | <a href="#">View File</a> |
| Paste link for additional information                  | Nil                       |
| Upload any additional information                      | No File Uploaded          |

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 Governing body (CDC) of Matsyodari Shikshan Sanstha's Arts College Tirthpuri is made up of the following members:** Governing Body (CDC): Sr. No. Name Designation 1 Shri Rajesh Ankushrao Tope President 2 Shri Uttamrao Kashinathrao Pawar Member 3 Dr. Bhujang Bhaurao Davkar Member 4 Dr. Prabodhan Bhagirathrao Kalamb Member 5 Dr. Sunil Annasaheb Khandebharad Member 6 Dr. Ramlila Sudamrao Pawar Member 7 Dr. Santosh Laxmanrao Karwande Member 7 Shri Shivraj Kalyanrao Lakhe Member 8 Adv. Amarsing Vitthalrao Kharat Member 9 Shri Devilal Chaturbhuj Bajaj Member 10 Shri Vijay Sitaram Pawar Member 11 Shri Tatyasaheb Narhari Udhani Member 12 Ku. Yogita Janardhanrao Mapare Member 13 Dr. Rajendra Jagannathrao Gaikwad Secretary/ Principal Internal Quality Assurance Cell (IQAC): Sr. No. Name Designation 1 Dr. Gaikwad Rajendra Jagannathrao (Principal) Chairperson 2 Dr. Kalamb Prbodhan Bhagirath Teacher Representative Page 62/92 18-04-2019 11:03:38 Self Study Report of MATSYODARI SHIKSHAN SANSTHA'S ARTS COLLEGE, TIRTHPURI 3 Dr. Binade Bhagwansing Mahadusing Teacher Representative 4 Dr. Jadhav Arjun Ratan Teacher Representative 5 Dr. Davkar Bhujang Baburao Teacher Representative 6 Dr. Khandebharad Sunil Annasaheb Teacher Representative 7 Dr. Vaidya Rmdas Jagannath Teacher Representative 8 Dr. Sangule Ramnath Baburao Teacher Representative 9 Shri Tope Rajesh Ankushrao Management Member 10 Shri Lakhe Shivraj Kalyanrao Administrative Officer 11 Shri Pawar Uttamrao Kashinathrao Nominee from Local Society 12 Ku. Mapare Yogita Janardhanrao (B.A. III) Nominee from Students 13 Shri Pawar Ravindra Arunrao Nominee from Alumni 14 Shri Chimne Sudhakarrao Shankarrao Nominee from Employers 15 Shri Bajaj Devilal Chaturbhuj Nominee from Industrialists 16 Shri Bobade Rameshchandra Bhimrao Nominee from Parent Stakeholder 17 Dr. Karwande Santosh Laxman Coordinator, IQAC Important decisions taken in the IQAC meetings are placed in the Governing Council for approval and its subsequent implementation. The principal is at

the core who makes sure that all the plans are materialized within given time. Various committees are also formed wherever necessary. The administrative committee makes sure to implement the routine policy decisions. Service Rules: Service conditions, procedures and recruitment are worked out scrupulously as per the rules and regulations of UGC, university and the state government. After the sanction of posts, advertisements are given in the news papers and applications are invited in the prescribed form. The selection committee is formed who conduct the interviews and selections of eligible candidates are carried out. The terms and conditions of service are printed on the appointment letter. The appointments of full time teachers and non-teaching staff are done on a probation period of one year. If the performance of the employee is satisfactory, then his/her services are continued by the institute. Promotional Policies: The promotions of teaching and non-teaching staff members are carried out as per the performance appraisals of the concerned employees. Grievance Redressal Mechanism: Grievance Redressal Cell, Prevention of Sexual Harassment Committee (Vishakha Cell), Anti-Ragging Cell and Discipline Committee are the mechanisms which help to maintain the harmony on the campus. Various programmes under these cells are conducted from time to time. Thus, each component of the organizational structure contributes significantly for the smooth functioning of the institute.

| File Description  | Documents   |
|---|---|
| Paste link for additional information   | <b>Nil</b>  |
| Link to Organogram of the Institution webpage   | <a href="http://www.mssact.co.in/Organogram.pdf">http://www.mssact.co.in/Organogram.pdf</a> |
| Upload any additional information   | <a href="#">View File</a>   |
| <b>6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination</b> | <b>A. All of the above</b>  |

| File Description  | Documents                 |
|---|---------------------------|
| ERP (Enterprise Resource Planning) Document   | <a href="#">View File</a> |
| Screen shots of user interfaces   | <a href="#">View File</a> |
| Any additional information  | <a href="#">View File</a> |
| Details of implementation of e-governance in areas of operation, Administration etc (Data Template) | <a href="#">View File</a> |

### 6.3 - Faculty Empowerment Strategies

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

A number of welfare schemes are being run for the teaching and non-teaching staff of the institution since its inception. Notable among these are given below: Loans from Matsyodari Credit Society: The teaching and non-teaching staff of the institution has the facility to avail short-term loan on meager rate of interest. If any employee needs emergency loan, the credit society grants it within a day. Total 15 employees of the institute have availed this facility since last 05 years. Medical Reimbursement: Medical Reimbursement facility has been made available by the institution for the employees. The needy employees apply for the scheme and the proposals are forwarded to the concerned department for quick reimbursement of medical expenses. L.I.C. Installments: The principal has urged every staff member of the institution to get Life Insurance policies from L.I.C as well as other insurance companies. Each month, the installments of all employees are deducted from the salary and the installments are paid without any delay. Deduction of Home Loan/Personal Loan Installments: The installments of Home Loans/Personal Loans are deducted by the office and paid to the respective banks within time. GPF and other installments are also deducted each month at the office level. Provision of Advance Amount: In any emergency, the employees can avail advance amount from the funds of the institution. Maternity Leave: Maternity leave is granted as per state government rules to women employees. Medical Leave: During illness, medical leave is granted as per rules. Duty Leave and Study Leave: The proposals of duty leave and study leave are forwarded to the concerned departments and both these leaves are granted as per rules. Matsyodari Shikshan Sanstha Award: In a programme conducted each year on 5th September (Teacher's Day), the award of best employee is given to the teaching and non-teaching staff members for their

unexceptional contribution through the hands of the president. Beside these schemes, the institute felicitates employees for achievements and outstanding performances at the institutional level. The opportunities are provided to the staff members to upgrade their qualifications.

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Paste link for additional information | <b>Nil</b>                |
| Upload any additional information     | <a href="#">View File</a> |

**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**

**0**

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <b>No File Uploaded</b>   |
| Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template) | <a href="#">View File</a> |

**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**

**2**

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

**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**

09

| File Description  | Documents                 |
|---|---------------------------|
| IQAC report summary   | <b>No File Uploaded</b>   |
| Reports of the Human Resource Development Centres (UGCASC or other relevant centers)              | <a href="#">View File</a> |
| Upload any additional information   | <a href="#">View File</a> |
| Details of teachers attending professional development programmes during the year (Data Template) | <a href="#">View File</a> |

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

The Performance Based Appraisal System has been introduced in the year 2010 while implementing the 6th Central Pay Commission by the U.G.C. The P.B.A.S. procedure is strictly followed as per the U.G.C., State Government and Dr. Babasaheb Ambedkar Marathwada

University, Aurangabad. Following categories are used to assess the academic and other performance of the teachers: Teaching, Learning and Evaluation: Under this category, teacher's yearly activities pertaining to teaching and learning are assessed. Co-curricular, Extension and Professional Development Activity: This category assesses the teacher's role in co-curricular and extracurricular activities like extension services, participation in various committees, workshops and seminars and so on. Research and Academic Contributions: In this category, the teacher's contribution in research and other academic matters is taken into consideration. Each teacher is asked to write at least two research papers in UGC notified journals and ISBN books in one year. Similarly, they are asked to present their research papers in various conferences and seminars. Financial support is also provided to the teachers for attending conferences, seminars and workshops. On the basis of their assessment each year, the API score is calculated and determined whether they fulfill the minimum criteria for Career Advancement Scheme or not. If they fall short in doing so, they have been given opportunity to upgrade their score. A committee is formed to assess and scrutinize the PBAS of teachers. Finally, it is approved and forwarded by the IQAC to the principal for further consideration. Nonteaching staff's yearly performance is also assessed by the committee constituted for this purpose. Nonteaching staff is urged to upgrade their knowledge of technology from time to time. They have been motivated to attend workshops for professional development. The institute also conducts such workshops in order to empower the teaching and non-teaching staff. The performance of teaching and non-teaching staff is conveyed to the main office of the trust where the details of each employee are recorded in individual files. This data is used to determine the eligibility for Matsyodari Shikshan Sanstha Award on Teacher's day each year. This is how the mechanism for assessing the performance of teaching and nonteaching staff members functions in order to increase their proficiency in their respective disciplines.

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Paste link for additional information | Nil                       |
| Upload any additional information     | <a href="#">View File</a> |

#### 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

Internal and external financial audit is a regular practice of the institution. The institute seeks services of private Charter Accountants (Ashok Patil and Associates, Kailash Laddha and Associates) for conducting internal audits at the end of each financial year. The records of these audits are maintained in the administrative office. The external audit is conducted each year through the Accountant General (A.G.) Nagpur. The rules of UGC, State Government and Central Government are strictly followed while carrying out these audits and their settlement. Hence, very few objections have arrived so far. There is a record of all verified receipts, payments, cashbooks, passbooks, vouchers, ledgers in the office. Apart from this, a record of deductions of L.I.C., Loans of employees, GPF and Income Tax is maintained by the office.

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Paste link for additional information | <a href="#">Nil</a>       |
| Upload any additional information     | <a href="#">View File</a> |

#### **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

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

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

**U.G.C., Government of Maharashtra and tuition fees collected from the enrolled students are the main fund raising sources of the**

institution. The routine expenses of the institution are meted out through the available budget. For matters like construction of buildings or renovations, the institute largely depends on the funds provided by the trust. The mobilization of funds is carried out through the following bodies: Governing Body: The annual budgetary allocation is placed in the Governing Body's meeting for approval Finance Committee: Finance Committee determines the expenditure to be meted out through available/sanctioned funds Building Committee: The Building Committee utilizes the sanctioned funds for construction of building/renovation/extension. Purchase Committee: Purchase Committee takes care of purchasing various equipments/resources through the funds allocated. All purchases are carried out by taking at least three quotations from three different parties and selecting the cheapest by comparing and bargaining. The institute meticulously promotes digital processes in order to save papers. Most of the instructions and messages are issued through E-media in order to save menial staff and papers. The institute's 100% use of LED lights and tubes saves the electricity. In addition to this, a care has continuously been taken to switch off lights and fans in empty halls and classrooms. There is a separate committee to inspect whether there is no wastage of power in the halls and classrooms. This is how the institute scrupulously utilizes the funds and resources and sets an example before students that the resources of the institute actually are the asset of the nation.

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Paste link for additional information | Nil                       |
| Upload any additional information     | <a href="#">View File</a> |

## 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 Internal Quality Assurance Cell (IQAC) has been working diligently since its establishment. It is executing various quality initiatives as per the core values identified by NAAC. However, the following two examples are worth mentioning here to stress IQAC's contribution

1. To update online teaching and learning system in college
2. Annual plan for Teaching, learning and evaluation in the college.

3. To plan for next cycle of NAAC
4. To organize training programme for students and teachers
5. To promote faculty to apply for major and minor project
6. To conduct Green/Environmental/Academic Audit
7. To conduct collabortative activities in neighbouring village
8. To provide online study material through library for students subscribing e-journals
9. To run certificate courses as an additional programme

**Optimal Use of ICT:** The second practice that the IQAC initiated is the use of ICT in teaching and learning. As per the suggestion of IQAC, the institute purchased ICT equipments like LCD Projectors, K-Yans, Smart TV, Interactive White Boards, Visualizers, Magnetic Boards, various software and subscription of N-List. Both the teachers and students are immensely benefitted by these ICT tools in the teaching and learning activities. The IQAC also led the institute to erect two Virtual Classrooms which are proving fruitful for the students of this rural area. In short, IQAC has played a significant role for institutionalizing quality assurance and processes.

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Paste link for additional information | <a href="#">Nil</a>       |
| Upload any additional information     | <a href="#">View File</a> |

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 teaching-learning, administrative methodologies of operations and learning outcomes are regularly reviewed by the institute through IQAC. Almost in all the meetings of IQAC, a general discussion about the use of new techniques of content delivery in order to involve the students in the learning process takes place. The principal insists that more and more innovative teaching methods be used in order to increase the presence of the students in the classrooms. The POs, PSOs and COs identified by the institution are reviewed by the IQAC from time to time. Apart from regular classroom teaching and learning, the principal has also expressed the need to conduct programmes on various curricular and co-curricular themes. As per his directives, the IQAC chalks out the programmes of the year and a care has been taken to materialize the same to the maximum possible extent. Two case

illustrations of IQAC review processes are given below: Parent-Teacher Scheme: Tirthpuri is small village located in the interior part of Ghansawangi Taluka of Jalna district. There are near about 30 small villages in the vicinity. Most of the parents of our college students are below poverty line and earn their livelihood by cutting sugarcanes in the farms of local landlords. Initially, the percentage of attendance of our students was quite meager. Hence, it was decided in one of the meetings of IQAC that each teacher should adopt at least 15 students and contact them regularly in order to make them attend the classes regularly. It was also decided that these students should be provided counseling about various academic and other issues. Consequently, the attendance percentage increased gradually and most of the students are able to do well in examinations and other co-curricular activities. Academic and Administrative Audit: In IQAC's meeting, the principal raised the long-felt issue of conducting Academic and Administrative Audit through Panchasutri. Panchasutri is a five-point formula system for assessing the academic and administrative set up of the institution (Format attached below).

1. Academic Audit: The first formula deals with Teaching and Learning activities. Second deals with General Knowledge Aptitude, Language Proficiency and Communication Skills. Third formula deals with Information Technology and Computer Skills. Fourth formula is about Value Education and Self Reliance and fifth formula deals with Sports Activities conducted in the institute.

2. Administrative Audit: There are three formulas (It is referred as Trisutri) for administrative audit of the institute. The first formula deals with Updated Office, Speedy Administration and Efficient Staff. Second formula is about transparency in fiscal matters, timely accounting and auditing. The third formula is about Accountability, Quality, Discipline and Healthy Atmosphere. Each year, the AAA is carried out by the institution through the Panchasutri system in which the Administrative Officer of our educational trust and other members not related with the institute are the assessors. This has helped to reform both the academic and administrative set up of the institute to a considerable degree.

| File Description                      | Documents               |
|---------------------------------------|-------------------------|
| Paste link for additional information | Nil                     |
| Upload any additional information     | <b>No File Uploaded</b> |

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of**

**B. Any 3 of the above**

**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)**

| File Description   | Documents   |
|--|---|
| Paste web link of Annual reports of Institution                                    | <a href="http://www.mssact.co.in/AnnualPlan.pdf">http://www.mssact.co.in/AnnualPlan.pdf</a> |
| Upload e-copies of the accreditations and certifications                           | <a href="#">View File</a>   |
| Upload any additional information  | <a href="#">View File</a>   |
| Upload details of Quality assurance initiatives of the institution (Data Template) | <a href="#">View File</a>   |

## 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

Women are contributed in the nation building. Every shere of life is affected with the role of women. She is not only important to nurture her family but also played role in shaping the destiny of nation. We suppose women have to give proper right and share in the society. It is also our social responsibility to take care of our weaker section of society. Now a daythere are so many problem created in womens life such as problem of safty , domestic violence, sexual harassment etc. It is our responsibility to change the tendency of maledomination. To maintain social hormony it is a need to give equeal justice to women. So our college conduct such a programme to motivate and inspire women. We celebrate various activity to establish gender equity. We have conducted various programme such as celebration of Birth anniversary of great women, women empowermwnt programme, women safty programme. Following programmes are organized for the promotion of gender equity.

**Safety and Security:** As a part of Best Practice and discipline, the institute has made it mandatory for all enrolled students of all courses to wear uniform. They have also been asked to bear

identity Cards while on campus. This uniformity helps the institute to maintain safety and security for girl students from outside unwanted elements like Road Romeos and vagabonds. The Physical Instructor is always on patrolling on the campus and interrogates all who are in civil dress. Apart from this, the whole campus is under surveillance of CCTV cameras. Notices regarding Anti- Ragging and prevention of sexual harassment are displayed at the entrance. Any complaint regarding ragging or harassment is instantly registered and taken care of by Anti-Ragging and Redressal Cell. A care has always been taken to give equal opportunities to the girl students. There are Fire Extinguishers in case of emergency as a precautionary measure. The Health Center of the institute has a first aid box in case of any minor accident. The services of a local doctor are also sought if required. Counseling: Under Teacher-Parent scheme, each teacher is allotted students to provide academic and other kind of counseling. In addition to this, there is a counseling center which provides counseling to the students about various courses/programmes, competitive examinations and job opportunities. Special counseling to cope up anxiety, fear or any kind of personal trauma is also provided through this counseling center before and during examinations. The counseling to girl students about safety and security is also provided by inviting Damini Squad (Police Squad to check Road Romeos) at regular intervals. Students' interaction with Damini Squad has considerably helped to decrease teasing and harassment cases on the campus. Common Rooms: Common rooms for girl students and female staff members are provided. Sanitary napkin vending machine and its disposal box is also made available for the girls. In short, all kinds of needs of girls and female faculty members are taken into consideration. The girls are treated with respect and dignity and an atmosphere of fearlessness is provided to them to the best of institution's capacity.

| File Description   | Documents   |
|--|---|
| Annual gender sensitization action plan  | <a href="http://www.mssact.co.in/7.1.1%20-Gender-Sensitization.pdf">http://www.mssact.co.in/7.1.1%20-Gender-Sensitization.pdf</a> |
| 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 | Nil   |

|   |                              |
|---|------------------------------|
| <b>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> | <b>D. Any 1 of the above</b> |
|---|------------------------------|

| File Description               | Documents                 |
|--------------------------------|---------------------------|
| Geo tagged Photographs         | <a href="#">View File</a> |
| Any other relevant information | <a href="#">View File</a> |

|  |
|--|
| 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 |
|--|

|  |
|--|
| Three different types of bins have been installed in the campus to check different types of waste. 1. <b>Solid Waste Management:</b> The institute strives hard to keep the premises plastic free. As per the recent resolution of Government of Maharashtra, plastic carry bags are banned and not allowed in the campus. Other plastic waste is collected and put in the Solid Waste Bin. The menial staff cleans the halls, classrooms, verandahs twice a day and put the solid waste in bins. Once in a month, a oneday cleanliness camp with N.S.S. volunteers is conducted in order to foster in them the importance of cleanliness. The dry leaves of trees and pieces of papers are decomposed in order to make organic fertilizer which is used for plants, trees and lawn. 2. <b>Liquid Waste:</b> The liquid waste discharged from washrooms and toilets is channelized through pipeline prepared for this purpose. The waste TDS water discharged out of Water Filter is used to water the plants and lawn. 3. <b>E-Waste Management:</b> Non-working computers, defective mouse, mobile chargers, batteries, Printed Circuit Boards of damaged gadgets, |
|--|

keyboards etc are kept in a separate store room. Some parts of wasted computers or other gadgets are recycled for use. The ink of worn-out cartridges of printers is collected in paper wrapping and then burnt out in the uninhabited area.

| File Description  | Documents                 |
|---|---------------------------|
| Relevant documents like agreements/MoUs with Government and other approved agencies | <b>No File Uploaded</b>   |
| Geo tagged photographs of the facilities  | <b>Nil</b>                |
| Any other relevant information  | <a href="#">View File</a> |

|  |                                     |
|--|-------------------------------------|
| <b>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</b> | <b>A. Any 4 or all of the above</b> |
|--|-------------------------------------|

| File Description                                  | Documents                 |
|---|---------------------------|
| Geo tagged photographs / videos of the facilities | <a href="#">View File</a> |
| Any other relevant information                    | <a href="#">View File</a> |

#### **7.1.5 - Green campus initiatives include**

|  |                                     |
|--|-------------------------------------|
| <b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b><br><br><b>1. Restricted entry of automobiles</b><br><b>2. Use of Bicycles/ Battery powered vehicles</b><br><b>3. Pedestrian Friendly pathways</b><br><b>4. Ban on use of Plastic</b><br><b>5. Landscaping with trees and plants</b> | <b>A. Any 4 or All of the above</b> |
|--|-------------------------------------|

| File Description                             | Documents                 |
|--|---------------------------|
| Geo tagged photos / videos of the facilities | <a href="#">View File</a> |
| Any other relevant documents                 | <b>No File Uploaded</b>   |

**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

**C. Any 2 of the above**

| File Description  | Documents                        |
|---|----------------------------------|
| Reports on environment and energy audits submitted by the auditing agency | <a href="#">No File Uploaded</a> |
| Certification by the auditing agency                                      | <a href="#">View File</a>        |
| Certificates of the awards received                                       | <a href="#">View File</a>        |
| Any other relevant information  | <a href="#">No File Uploaded</a> |

**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                        | <a href="#">View File</a>        |
| Policy documents and information brochures on the support to be provided | <a href="#">No File Uploaded</a> |
| Details of the Software procured for providing the assistance            | <a href="#">No File Uploaded</a> |
| Any other relevant information   | <a href="#">No File Uploaded</a> |

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).

Our institute is always initiated to establish communal harmony. We try to maintain socio cultural, regional harmony by conducting such activity. We conduct various activity such as Essay writing and Eloquence compition on the topic which could establish socio cultural and religious equity in the society. We also celebrate different socio cultural activity to promote national integrity. Our college is open to all the students from different strata of the society. We have conducted lectures on communal harmony by Dr Rajendra Gaikwad. We give equal importance to each religion and language to create social harmony. We give focus on such events that creat social and communal peace. There is cleberation of each culture and religion to establish equality in the institute. We conduct guest lectures on the topic which could help to balance in the society. We give scope to every strata of the society.

| File Description   | Documents                 |
|--|---------------------------|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | <a href="#">View File</a> |
| Any other relevant information   | <b>No File Uploaded</b>   |

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

Indian constitution is one of the best constitutions in the world. It prove that all the people of the country are living safe and peacefull due to our risc constitution. It is our duty to understand the the of our constitution. Our constitution believes in equality, liberty and justice. Ourconstitution is succeefull to establish peace in the society. We try to inculcate the principles and obligations of indian constitution in the studentas and faculty members by organizing such programmes. We celeberate rebuplican day to make our sudents the significance of our constitution. We also try to teach the democratic values such as equality, liberty, justice and fraternitity in the students. We conduct lecture series on Values of Indian Constitution so as to simplify our constitution. We teach our students about their rights and duties. We celeberate various events and days to understand the values of our constitution.. We celeberate Voters Day to understand the importance of our vote. We also conduct

**social justice day to establish social equality. Our first prime is to make our students confident of their rights and duties.**

| File Description  | Documents                 |
|---|---------------------------|
| Details of activities that inculcate values; necessary to render students into responsible citizens | <a href="#">View File</a> |
| Any other relevant information  | <b>No File Uploaded</b>   |

**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   | <a href="#">View File</a> |
| 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 | <a href="#">View File</a> |
| Any other relevant information   | <b>No File Uploaded</b>   |

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

#### **INSTITUTION CELEBRATES NATIONAL AND INTERNATIONAL COMMEMORATIVE DAYS, EVENTS AND FESTIVALS**

**The Days, Events and Festivals are celebrated to establish social harmony, and equality in the institution. We would like to aware our students about our national and international festivals and commemorative days and events by celebrating the following**

programme in the institution International Yoga Day , Independence Day, NSS Day, Gandhi Jayanti, Maharashtra Day, Mata Jijau and Swami Vivekananda Jayanti, Constitution day and voters day, Republic Day. The above programmes are organized to make our students aware about our culture and national heritage. We would also like to recollect the memories of our national leader and their sacrifice towards our nation. We would also tried to create national integrity, social equality among the students.

1. **International Yoga Day:** We are proud to be an Indian to celebrate Yoga as an International Day. The purpose to celebrate this event to create heath awareness in our students and teachers. We would like to make our stake holder fit and attentive through the practice of yoga
2. **Independence Day:** We celebrate Independence Day to as a national pride. We got independence against the sacrifice of our national leaders. We feell proud of our nation and freedom fighter on this special occasion
3. **NSS Day:** We celebrate this day to aware our students about social service. We try to create social responsibility in the NSS volunteers. We participate the nss volunteers in social activities.
4. **Mahatma Gandhi Jayanti:** We celebrate Birth Anniversary Of Mahatna Gandhi as a national Festival. We recollect the memories of Gandhiji and his thoughts. We celebrate this day as to salute the works of Gandhiji and his sacrifice for nation.
5. **Constitution Day:** We try to reveal the principles of constitution by celebrating the day. We try to teach the principles of Democracy such as Equality, Justice, Liberty and fraternity to our students
6. **Republican Day:** We have formed our own government to run our nation by this day. We try to inculcate the principles of our Constitution in the students. So as to aware about their rights and duties.

These celebration of national and international commemorative days, events and festivals would really create national feeling and integration in the students. The students will also become aware of their great heritage and feel proud

| File Description  | Documents                 |
|---|---------------------------|
| Annual report of the celebrations and commemorative events for the last (During the year) | <a href="#">View File</a> |
| Geo tagged photographs of some of the events  | <a href="#">View File</a> |
| Any other relevant information  | <b>No File Uploaded</b>   |

## 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 PRACTICES 01

#### Title of the Best Practice:

1. Distribution of Mask and Arsenic 30 Tablets in Covid- 19 Pandemic Situation

#### Introduction:

MSS Arts College Tirthpuri Tal. Ghansawangi Dist. Jalna has highly esteemed contribution over the year in planning, implementing and conducting programme of distributing Mask, Arsenic- 30 Tablets in Covid-19 pandemic situation under NSS Department in adopted villages such as Bhanag Jalgaon, Murma, Tirthpuri during 2020-2021.

#### Goals:

1. To make aware the people of the neighboring villages about Covid -19 Virous
2. To distribute mask and Arsenic 30 Tablets among the neighbouring adopted villages
3. To select the villages where mask and Arsenic Tablets has to be provided
4. To supply the mask and the tablets through NSS Volunteers
5. To counselee the villagers by the NSS Volunteers

#### Context:

Our institute is always initiated to conduct extension activities through NSS Department. There was a proposal on the behalf of NSS

Departments to conduct extension activities related to COVID 19 pandemic situation. The decision has taken to work for people of the adopted villages during 19 pandemic situation. It was also decided to distribute Mask and Arsenic 30 Tablet to booster immunity power of the villagers.

**Working Plan:**

The activity of distributing masks and tablets, 15 NSS Volunteers are seated to work under Covid 19 pandemic situation.. There were the preparation of three group including 5 NSS Volunteers in each group. Each group has given responsibility to distribute mask in adopted villages. We selected three villages such as Murma , Tirthpuri and Bhanag Jalgaon

**Sr No.**

**Adopted Village**

**Nature of Activity**

**NSS VOLUNTEERS**

Bashinge ganesh laxman

Bhalekar sachin dilip

Boine krushna bapurao

Chavan abhijit vinayak

Dhanve shiom bhagwat

Gaikwad satish laxman

Humbe kiran bhausaheb

Pradip.pathade Shaik aspak

Warade gopal shivaji

Mahesh.Taksal Waje Arun

**Umbare sanjay anna**

**Solunke kishor rameshwar**

**Tayade babasaheb narayn**

**01**

**Tirthpuri**

**Distribution of Mask and Arsenic 30 Tablets**

**02**

**Murma**

**Distribution of Mask and Arsenic 30 Tablets**

**03**

**Bhanag Jalgaon**

**Distribution of Mask and Arsenic 30 Tablets**

**Best Practice 2**

**Title: Library services for Senior Citizen .**

**Goals:**

1. To develop reading habits among the people.
2. To Provide update information in their workspace.
3. To introducing cultural literature.
4. To meeting the spiritual needs of the readers.
5. To introducing the Geographical area through literature.

**Context:**

Our college library has been providing library services to students such as providing book lending service, reference services, selective document service, current awareness service, OPAC.etc. We got that information as senior citizens are interested to reading books, so we our college decided to provide library services to senior citizens considering above goals. The college encourages to reading habit among senior citizens. Senior citizen reads books for fulfill his spiritual needs as well as entertainment, so that, college library has been developed collection as per his requirements.

**Working plan :**

The college principal has given the instructions to librarian to providing such services to user of senior citizens under the supervision of library Advisory committee. So that library has given membership to such a users and awakened the rules about library. Two books are circulated to per users in a week. New arrivals in library are displayed on board. Orientation programme , book exhibition are arranged in library for users. Separate register is maintained for those users. Timing to circulate the book for senior citizens is after second session of day because of regular student coming in first session .Following Library Advisory committee is appointed for supervision of library work.

**Library Advisory Committee**

Library Advisory committee supervision on all libraries activates and gives the correct direction to library management as well as develops the reading habits among the library users.

**Sr.No**

**Name**

**Designation**

01

Dr.Gaikwad R.J

**President**

02

**Dr.Khandebharad .A.S.**

**Member**

**03**

**Dr.Bainad B.M.**

**Member**

**04**

**Dr.Kalamb P.B.**

**Member**

**05**

**Dr.Shaikh J.S.**

**Member**

**06**

**Dr.Lakhe S.K.**

**Member**

**07**

**Mr.Kamble R.R**

**Secretary**

**Library Senior Citizen User Name :**

Following users are taken benefits of library services by our library. Library provides all required reading materials such as Novels, Drama, Poetry, Biography books on health, Ethical, Realign etc.

**1. Waze Sharadrao 60 years**

**2. Mukane Sambhaji 50 years**

3. Mukane Balasaheb 62 year
4. Dahibhate Madanrao 63 years
5. Mukane Gangadharrao 65 years
6. Bobade Prashant 59 years
7. Totala Amol 55 years
8. Gapat Vidaya .53 years

| File Description                             | Documents                 |
|--|---------------------------|
| Best practices in the Institutional web site | <a href="#">View File</a> |
| Any other relevant information               | No File Uploaded          |

### 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

**Performance of the institution in one area distinctive to its priority and thrust**

The motto of Matsyodari Shikshan Sanstha is "Shahane Karuni Sodave Sakakljana." (Enlightening All through Quality Education). Since its inception in the year 1974, the trust is doing its utmost in realizing this motto. Matsyodari Shikshan Sanstha's Arts College Tirthpuri is established in the year 2000 in order to educate the masses of the rural area. The vision statement of the institute is: "To Enlighten, Empower and Awaken the Masses of the Rural Area through Qualitative Training and Value-Based Education." Closely allied with this vision is the mission of the institute: "To make educational facilities available to the common people of the rural area so as to enable them to understand real life and to make them capable of facing the challenges of the present world through all round physical, ethical and intellectual development of their personality." The distinctiveness of the institute is evident as it is the first and foremost institute established in a small village of Grampanchayat in Jalna District. Following key aspects of the institute suffice in stressing the distinctiveness: •

**Facility of Higher Education at a Grampanchayat Village:** The wannabe learners of the region either had to travel to places like Aurangabad, Jalna and Ambad for seeking higher education or abandon the dream of pursuing higher studies. Most of the financially weak students could not afford the lodging and boarding expenses and girls were not allowed to seek enrolment outside Tirthpuri due to the biased mentality of the rural region. This resulted in the denial of higher education to the poor and the needy. Most importantly, the girls had to drop the idea of seeking higher education after their Higher Secondary Certificate and accept the proposal of marriage put forth by their parents.

The child marriage rate was considerably high before the year 2000. But it started declining gradually as the parents have now the facility to provide higher education at the local place thanks to our institute. • **Facility of Vocational Education Training (VET):**

The institute started B.Voc. courses in Drip Technology and Dairy Products under UGC's (N.S.Q.F.) scheme from the year 2018-2019. Apart from the idea of making the students of the rural area employable, the institute's aim in the introduction of B.VOC. in Drip Technology course was also to orient the villagers about the economic use of water in their fields through drip pipeline. The students of the institute visited nearby farmers and prompted them to use drip pipeline in order to face water scarcity problem. Thus, the course promoted Jal-Sakasharata (Water Literacy) Campaign in the vicinity. B.VOC. Dairy Products course helped to promote the rearing of animals like cows, goats and buffaloes.

Earlier, the farmers used to sell these stray animals to butchers but now these animals are kept and nurtured in order to ensure regular and adequate income from the milk and other dairy products. Most of the former students of the institute have started their own Goat Farms in consultation with the faculty of Dairy Products course and they are earning handsomely. In short, the Vocational Education Training in the institute has contributed significantly in making the students self reliant. • **Strong N.S.S. Unit:**

The N.S.S. unit of the institute has been consistently imparting its rigorous services to the community through many an extension activity. The unit has conducted many camps at different villages in the environs since its foundation. Notable contribution of N.S.S. is the sanitation survey that is being conducted each year at different villages of the region. The unit has been immensely contributing in the Gram Swacchata Abhiyan and spreading the importance of cleanliness among rural folks. To sum up, the institute has been engaged in the community service through many curricular and co-curricular activities in order to create skilled human resources in the rural region. The Extension activities have been conducted such as blood donation camp, Health

Check-up camp, Covid 19 Vaccination drive, Tree plantation campaign, Distribution of masks and 30 arsenic tablets during Covid 19 pandemic situation through NSS Volunteers in neighbouring community. Our institute is recognized with its various social and environmental activities and recommended for Health Welfare Award and Eco-Friendly College from various government Bodies. There were several collaborative social and environmental activities have been conducted in neighbouring community.

| File Description                             | Documents                 |
|--|---------------------------|
| Appropriate web in the Institutional website | <a href="#">View File</a> |
| Any other relevant information               | <b>No File Uploaded</b>   |

#### 7.3.2 - Plan of action for the next academic year

##### Action Plan of the Institute for 2021-2022

Our institute has always initiated to conduct programmes which promote quality culture in the institution. To achieve the institutional goal the college has enhanced teaching learning process. Following activities have been implemented to fulfill the target of our institution.

##### Academic Plan

1. Update online teaching and learning system in college
2. To prepare annual plan for Teaching, learning and evaluation in the college.
3. To invite Guest lectures for students
4. To Organise of training programme for students and teachers
5. To Conduct Workshop on Women Empowerment
6. To Promote faculty to apply for major and minor project
7. To conduct Green/Environmental/Academic Audit
8. To conduct extension activities in neighbouring villages
9. To provide online study material through library for students
10. To Conduct Tree plantation programme for green initiative
11. Dragon fruits plans are to be cultivated to participate in green campus initiatives as a b

##### Budgetary Provision

1. To construct the road to the college from main road of Tirthpuri
2. To cultivate Dragon Fruit in college campus through CSR fund received from Capgemini Firm.
3. To construct Library building and hostel for students, college tries to get fund from UGC Scheme
4. To promote faculty to apply for major and minor project to procure fund from UGC
5. To conduct extension activities in neighboring village through NSS Scheme.

#### **Infrastructural Plan**

1. To install solar energy plant in the campus
2. To develop drip irrigation system in the campus to water plan
3. To plant trees both side of the college road and campus
4. To plan water harvesting system in the college campus
5. To construct Library building and hostel for students separately
6. To develop campus area with tree plantation
7. To develop Dragon Fruit plant in college campus as a best practice