



Mehkar Education Society's

M.E.S. ARTS AND COMMERCE COLLEGE, MEHKAR

Ram Nagar, Mehkar DIST:- Buldhana- 443301, Maharashtra

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The Annual Quality Assurance Report (AQAR) of the IQAC

2017 -18

Submitted to



**National Assessment and Accreditation Council
Bangalore**

NAAC Track ID: **MHCOGN10759**

Submitted by

IQAC

M.E.S. ARTS AND COMMERCE COLLEGE, MEHKAR
Dist:- Buldhana Maharashtra

THE MEHKAR EDUCATION SOCIETY'S
**M.E.S. ARTS AND COMMERCE COLLEGE,
MEHKAR- 443301**

Dist. Buldhana (Maharashtra State)

Vision

***“To Become One of the Best Human Development Resource Institutions
By Attaining Quality and Excellence in Higher Education.”***

Mission

***“To Impart Value based and time oriented and quality education to the aspirants by
nurturing and maintaining them according to the present era
And
To make them competent, ethical, self-dependent and socially responsible for the
nation development
And
To create social, cultural and academic excellence environment for their overall
development”.***

Annual Quality Assurance Report (AQAR) of the IQAC

Part – A**AQAR for the year****2017-18****1. Details of the Institution**

1.1 Name of the Institution

M.E.S. ARTS AND COMMERCE COLLEGE, MEHKAR

1.2 Address Line 1

RAM NAGAR, MEHKAR

Address Line 2

RAM NAGAR

City/Town

MEHKAR

State

MAHARASHTRA

Pin Code

443301

Institution e-mail address

messr_mehkar@rediffmail.com

Contact Nos.

(07268)224547/224803/9422313233

Name of the Head of the Institution:

Dr. GANESH N. PARIHAR

Tel. No. with STD Code:

(07268)224547

Mobile:

9422313233

Name of the IQAC Co-ordinator:

Dr.Wasudeo D. Golait

Mobile:

8007291004

IQAC e-mail address:

drwdgolait@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

MHCOGN10759

OR

1.4 NAAC Executive Committee No. & Date:

NA

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

www.mesacollege.org

Web-link of the AQAR:

http://mesacollege.org/pages/naac_aqar.phpFor ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	C++	65.50	2004	5yrs.
2	2 nd Cycle	NA	NA	NA	NA
3	3 rd Cycle	NA	NA	NA	NA
4	4 th Cycle	NA	NA	NA	NA

1.7 Date of Establishment of IQAC : DD/MM/YYYY

10/07/2013

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011))

- i. AQAR 2013-14 (27 /12/2018)
- ii. AQAR 2014-15 (27 /12/2018)
- iii. AQAR 2015-16 (27 /12/2018)
- iv. AQAR 2016-17 (27 /12/2018)
- v. AQAR 2017-18 (27 /12/2018)

1.9 Institutional Status

University State ☒ Central ☐ Deemed ☐ Private ☐Affiliated College Yes ☒ No ☐Constituent College ☐ Yes ☒ NoAutonomous college of UGC Yes ☐ No ☒Regulatory Agency approved Institution Yes ☐ No ☒

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education ☒ Men ☐ Women ☐Urban ☐ Rural ☒ Tribal ☐Financial Status Grant-in-aid ☒ UGC 2(f) ☒ UGC 12B ☒Grant-in-aid + Self Financing ☒ Totally Self-financing ☐

1.10 Type of Faculty/Programme

Arts ☒ Science ☐ Commerce ☒ Law ☐ PEI (Phys Edu) ☐TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

**Sant Gadge Baba Amravati
University, Amravati. (M.S.)**

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University University with Potential for Excellence

UGC-CPE

DST Star Scheme

No

UGC-CE

No

UGC-Special Assistance Programme

No

DST-FIST

No

UGC-Innovative PG programmes

No

Any other (Specify)

No

UGC-COP Programmes

No**2. IQAC Composition and Activities**

2.1 No. of Teachers

04

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

02

2.4 No. of Management representatives

01

2.5 No. of Alumni

01

2.6 No. of any other stakeholder and Community representatives

01

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

00

2.9 Total No. of members

11

2.10 No. of IQAC meetings held

04

2.11 No. of meetings with various stakeholders:

01

No. Faculty

02

Non-Teaching Staff Students

01

Alumni

01

Others

01

2.12 Has IQAC received any funding from UGC during the year? Yes

No☒

If yes, mention the amount

Nil

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.

NIL

International

NA

National

NA

State

NA

Institution Level

NIL

(ii) Themes

NA

2.14 Significant Activities and contributions made by IQAC

- 1) Teachers' up-gradation is encouraged through participation in Orientations/Refreshers/Conferences/Symposia/HRDPs. Etc.**
- 2) Periodic meetings with teachers, administrative staff, alumni and management representative has been organised for the convenient functioning of the institution.**
- 3) Extra-curricular activities be encouraged. Study tours, cultural programs, Field visits be given adequate encouragement. Games and sport activities be promoted.**
- 4) Encouraged the teachers as well as students to involve in social activities.**
- 5) Encouraged the faculties to write research papers for conferences and seminars as well as various journals, also inspired for submitting minor & major research projects, publishing books and to attend conferences and seminars.**
- 6) Documentation of each and every activity as well as Program to sustain the quality improvement in the institution.**
- 7) Development of quality culture in Institute.**
- 8) Remedial courses have been offered to the academically weaker and egar .**
- 9) Parent-Teacher-Student meets be organized.**
- 10) Entrepreneurial skill be developed in students, through various activities.**

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year

Plan of Action	Achievements
1) Departmental calendar and teaching plans will be prepared by departments.	Departmental calendar prepared by all the departments and followed and monitored by IQAC
2) Encourage the faculties for promoting research activities among teaching staff members.	Faculties were encouraged to write research paper for peer reviewed journals and conference proceedings.
3) To strengthen ICT learning resources of the institution.	The ICT teaching and learning aids were facilitated to the teachers and the students of the college for strengthening the ICT learning resources of the institution.
4) Number of co curricular activities to be conducted – 04 (In each department of the institution) a. Assignment b. Seminars c. Field visits d. Group discussions	Co-curricular activities conducted department wise.
5) To develop infrastructure of the college.	College premises, classrooms are under construction.
6) To felicitate and honour the students and teaching as well as administrative staff for their excellent achievements in various fields.	1) Number of students have been given prizes, Monument, Certificates for creating quality and competitive spirit among them, which has been giving various donors of the society as well as teachers for those students who performed excellent in academic achievement as well as Cultural, N.S.S., Sports, N.C.C. and Who possessed social awareness and responsibility just as donating his or her blood in Blood donation Camp. 2) Also teachers have been felicitated for achieving their excellent performance in the field of academic as well as social.
7) To strengthen the student support mechanism for counseling	Two activities conducted a) Career Guidance Seminar

and career guidance.	b) Competitive Examination.
8) To form Student's Study Circles in Arts and Commerce departments of the Institution, for developing the skills of democracy, Communication, developing the knowledge other than the curricular syllabus of the University and to inspire the students to take active participation in all programs which are conducted by the students and for the students under the guidance of the teachers,	English, Marathi ,Economics, Political Science, History and Commerce "student's Study Circle" have been formed in the institution. Various activities related to development of the students were organized.
9) To propose, for conducting the remedial classes for English and Accounting.	Remedial Courses in English and Accounting were conducted.
10) To organize work-shop for girl students regarding their health problems as well as awareness to all aspects/Grievances etc.	Woman grievance and readdressal Committee of the institution organized work-shop for girl students regarding their health and Grievances.

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body

☒
☐

Management

☒

Syndicate

☐

Any other body

Staff Council

Provide the details of the action taken

AQAR for 2017-18 approved by the Principal and Management of the college.

Part – B
Criterion – I
1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	----	----	----	----
PG	03	----	03	----
UG	02	----	----	----
PG Diploma	---	---	---	---
Advanced Diploma	----	----	----	----
Diploma	----	----	----	---
Certificate	----	----	----	----
Others	----	----	----	----
Total	05	----	03	---

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	03
Trimester	----
Annual	02

1.3 Feedback from stakeholders* Alumni ☒ Parents ☒ Employers ☐ Students ☒
(On all aspects)

Mode of feedback : Online ☐ Manual ☒ Co-operating schools (for PEI) ☐

***Please provide an analysis of the feedback in the Annexure**

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

NIL

1.5 Any new Department/Centre introduced during the year. If yes, give details.

NIL

Criterion – II

2. Teaching Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
12	09	03	NIL	NIL

2.2 No. of permanent faculty with Ph.D.

08

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
09	02	03	---	--	---	---	---	12	02

spsp

2.4 No. of Guest and Visiting faculty and Temporary faculty

18

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	03	08	02
Presented papers	03	09	02
Resource Persons	01	01	NIL

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- **Paying attention to academically slow learners.**
- **Special attention and Encourage the fast learners for achieving merit rank in university.**
- **Using ICT equipments in teaching, learning process.**
- **Group discussion and various guest lecturers organised.**
- **Students' seminar, Project work, Group discussion.**
- **ICT Seminars organised.**

2.7 Total No. of actual teaching days during this academic year

182

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

NIL

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

NIL

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.	28	---	---	3.57	17.85	21.42
B.COM	39	----	30.76	10.25	10.25	51.25
M.COM.	07	----	71.42	14.28	14.28	100
M.A.ECO.						
M.A. HIS.	14	----	-----	35.71	57.14	92.85

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

The IQAC of the college has formed teaching learning and quality circle in the college.

With the help of this quality Circle, IQAC of the college implements the following activities for monitoring and evaluating the Teaching & Learning processes of the college.

1. Academic calendar as well as departmental Plan of action and departmental calendars are prepared at beginning of the session.

2. Class wise and subject wise Time Table is prepared.

3. Annual unit wise teaching plans are prepared by the teachers for adopting right and systematic teaching method.
4. Regular Class tests conducted.
5. To organise the interaction session with the students who newly admitted in the college to know them the discipline of the college, anti- ragging, grievance and redressal cell of the college as well as to inform them extracurricular and co curricular of the college.
6. Industrial study tours and Environmental tours of the students are organised for well understanding the industrial environment as a part of teaching and learning.
7. Academic dairy maintained by the faculties of the college, and all faculties maintain the record in the dairy just as thought topic, meetings, conducted and participated in various programs of the college.
8. English speaking and Communication skills development programs are conducted.
9. Remedial classes are conducted for slow learners.
10. Regular Students Seminars, Group Discussions on various academic topics are conducted as well as Home Assignments are given to the students.
11. There is a Computer Lab with having internet facility for the students and teachers.
12. There is a college Library having reach books, study room for the students.
13. E-resources of the teaching and learning for the students and teachers are made available.

14. Teachers follows the Self appraisal system to evaluate the performance by the 'Performance Based Appraisal System'. Time to time it is evaluated by the Screening cum Evaluation Committee under the observation of the Principal.

15. 11. All students are given the all information of their internal evaluation process and University examination process in advance and according to this, they are prepared to seminars, test and assignments of their subjects.

16. Feedback from collects from the students and teachers for enhancing the quality education.

17. Students are encouraged to participate various activities of the college to develop their stage daring and communication skills, Students regularly participate in curricular, Co curricular, Sports and cultural activities college level as well University level.

18. Students Study Circles for various subjects like English, Economics, Marathi, History, Political Science and Commerce which are conducted for the students and by the students for developing the quality education.

19. College organises the prize distribution ceremony and many meritious students are felicitated by giving award and cash prize which is given by the different stakeholders of the society as well as the teachers of the college for creating competition spirits to grab the prize in curriculum development.

20. Faculties of the college use the effective technique of the teaching in their teaching method just as, power point presentation, Cause study, Project analysis method, along with lecture method B.Com Part I,II and final year's students have computer practical examination and viva voce as well as M.Com IV Semester's students have Project

report and viva voce as a part of curriculum, so as they profoundly develop and enrich in their curriculum study knowledge.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	NIL
UGC – Faculty Improvement Programme	NIL
HRD programmes	NIL
Orientation programmes	NIL
Faculty exchange programme	NIL
Staff training conducted by the university	NIL
Staff training conducted by other institutions	NIL
Summer / Winter schools, Workshops, etc.	NIL
Others	NIL

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	08	02	-	-
Technical Staff	-	-	-	-

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

IQAC is the main platform to develop the quality in every aspects of the institution and it plays vital role in promotion of the research in the institute. Research, Consultancy and Extension quality circle and Research committee of the institution strives to create research culture and environment among the teachers and the students. This quality circle and research committee encourage the faculties to write the research papers and publish their papers in peer reviewed journal, major and minor research project, also write the academic books, Teachers guide to the students for completing their case study or field work research project. IQAC developed the systematic procedure for selecting student research project. Also encourage the faculties to participate National and International Conferences and seminars. To promote faculty development program.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	--	--	--
Outlay in Rs. Lakhs	---	--	--	--

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	--	--	--
Outlay in Rs. Lakhs	--	--	--	--

3.4 Details on research publications

	International	National	Others
Peer Review Journals	03	05	--
Non-Peer Review Journals	03	05	--
e-Journals	--		--
Conference proceedings	01	08	04

3.5 Details on Impact factor of publications:

Range **0-6** Average **00** h-index **00** Nos. in SCOPUS **00**

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	--	--	--	--
Minor Projects	--	--	--	--
Interdisciplinary Projects	--	--	--	--
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	--	--	--	--
Students research projects (other than compulsory by the University)	--	--	--	--
Any other(Specify)	--	--	--	--
Total	--	--	--	--

3.7 No. of books published i) With ISBN No. **02** Chapters in Edited Books **07**

ii) Without ISBN No. **--**

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of
conferences

organized by the
Institution

Level	International	National	State	University	College
Number	--	--	--	--	--
Sponsoring agencies	--	---		--	--

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
 Total

3.16 No. of patents received this
year

Type of Patent		Number
National	Applied	--
	Granted	---
International	Applied	--
	Granted	--
Commercialised	Applied	--
	Granted	--

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
--	--	--	--	--	--	--

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

--
--

3.19 No. of Ph.D. awarded by faculty from the Institution

08

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF	--	SR	--	Project Fellows	-	Any other	--
-----	----	----	----	-----------------	---	-----------	----

3.21 No. of students Participated in NSS events:

University level	--	State level	02
National level	--	International level	--

3.22 No. of students participated in NCC events:

University level	--	State level	10
National level	--	International level	--

3.23 No. of Awards won in NSS:

University level	--	State level	--
National level	--	International level	--

3.24 No. of Awards won in NCC:

University level	-	State level	--
National level	--	International level	--

3.25 No. of Extension activities organized

University forum	--	College forum	04	
NCC	--	NSS	08	Any other --

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

1. **Tree plantation.**
2. **Girls safety awareness program.**
3. **Distribution of clothes and sweets the poor people on the occasion of Diwali festival.**
4. **Communication skill development program.**
5. **Aids awareness drive organised.**

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	1 hector 21 R	00	NA	1 hector 21 R
Class rooms	10	00	Self Financed UGC	10
Laboratories	01	00	00	01
Seminar Halls	01	--	Self Financed	01
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	--	--	--	--
Value of the equipment purchased during the year (Rs. in Lakhs)	--	--	--	--
Others	--	--	--	--

4.2 Computerization of administration and library

- **College office is computerized.**
- **Internet: College have Wi-fi facility. Students use this facility.**
- **Computerisation of Library is done. Book borrowing procedure is carried out through computer.**
- **College Library has a membership of INFLIBNET - N-LIST CONSORTIA.**
- **Orientation Programme for Books User : Department of Library of the college organizes a Library Orientation Programme for newly fresh admitted students for knowing them , how to receive the books from the Library by following the rules and regulation of the library.**

OPAC facility available to students & staff

College office is computerized.
--

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	11749	1945124	497	83824	12246	2028948
Reference Books	17848		29		17877	
e-Books	---	---	---	---	---	---
Journals	20	18954	00	---	24	23250
e-Journals	---	---	---	---	---	---
Digital Database	---	---	---	---	---	---
CD & Video	---	---	---	---	---	---
Others (specify)	06	5058	08	8263	08	8263

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	59	40	40	--	--	05	10	04
Added	--	--	--	--	--	--	--	--
Total	59	40	55	--	--	05	10	04

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up gradation (Networking, e-Governance etc.)

- **Computer orientation training program is carried out for the faculties of the institution for using power point, projector in teaching.**
- **Institution has one computer lab, which having 40 computers which are available to the all students of Arts and Commerce faculty with wifi connectivity.**
- **Students are given Information and technology (IT) and Tally accounting training by the trained faculty.**
- **Internet access facility is provided is provided to teachers, students and administrative staff of the institution.**

4.6 Amount spent on maintenance in lakhs :

i) ICT	12,362
ii) Campus Infrastructure and facilities	4,866
iii) Equipments	4,750
iv) Others	21,427
Total :	39,131

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC strive to establish following students support services in college.

- **The students of the college are fully co-operated and supported by the college teachers and needful academic facilities provided to the students.**
- **Regular class test are conducted and find out slow learner and fast learner, and provide guidance and extra classes for slow learners.**
- **Organise guest lecturers regarding developing the personality, communication skills.**

5.2 Efforts made by the institution for tracking the progression

- **Library facilities for whole day, for the all students with study room for the study with all facilities.**
- **Provided notes, printed notes, books for the studying of the academic as well as competitive examinations and NET SET preparation.**
- **E-learning and Computer facilities with wifi for the students.**
- **Celebration of “UNMESH” Sports and Cultural annual Week every year.**
- **N.S.S. 7 days outdoor camp organised in a adopted village for understanding the social problems and students aware the rural people, farmers, women for eradication of superstition and old belief.**
- **Group discussions, Seminars of the students are organised.**
- **Encouraged the students for participate in Sports, Cultural, N.S.S. and N.C.C. activities.**

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
462	133	--	--

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

No	%
404	67.89

Men

No	%
191	32.11

Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
197	167	05	302	--	671	162	148	09	276	--	595

Demand ratio 1:1

Dropout 38.12 %

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- Conducted Competitive Test Examination as like as MPSC Examination for knowing the students the rules ,methods of the exam.
- College library provided books for preparation of the competitive examinations and NET SET preparation.
- Provided free internet facilities to the students for their Competitive study.

No. of students beneficiaries

25

5.5 No. of students qualified in these examinations

NET	NIL	SET/SLET	NIL	GATE	NIL	CAT	NIL
IAS/IPS etc	NIL	State PSC	NIL	UPSC	NIL	Others	06

5.6 Details of student counselling and career guidance.

- Career guidance cell displays various advertisements of vacant posts which published in the newspapers.
- Organises the career guidance programs.

No. of students benefitted

10

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
NIL	NIL	NIL	NIL

5.8 Details of gender sensitization programmes

- 1) **Girls safety awareness program' organised in the college for all girls of the college by inviting the PSI of the Mehkar Police Station.**
- 2) **Pre marriage Counselling program for girls students was organised by the the NS.S.Unit.**
- 3) **Contagious disease remedies workshop was taken by the N.S.S. Unit for the students of the college.**
- 4) **Empower the Girl Campaign rally organised by the N.S.S. unit of the college in the Mehkar city all girls students as well as boys students have participated in this rally.**

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level international level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other event

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	--	--
Financial support from government	366	2222485
Financial support from other sources	--	--
Number of students who received International/ National recognitions	--	--

5.11 Student organised / initiatives

Fair : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: NIL

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

***“To Become One of the Best Human Development Resource Institutions By
Attaining Quality and Excellence in Higher Education.”***

Mission

***“To Impart Value based and time oriented and quality education to the aspirants by
nurturing and maintaining them according to the present era***

And

***To make them competent, ethical, self-dependent and socially responsible for the
nation development***

And

***To create social, cultural and academic excellence environment for their overall
development”.***

6.2 Does the Institution has a management Information System

The institution has formed Documentation Committee for maintaining all the documental records through Management Information System.

6.3 Quality improvement strategies adopted by the institution for each of the following:

- 1) Teaching methods are developed by using the Power Point Presentation.**
- 2) Students Seminars on various academic topics by using ICT.**
- 3) Audio-visual Aids**
- 4) Group Discussion on various social and academic topics. Seminars of the students Conducted. Permanent Faculty**
- 5) Permanent Faculty with Ph.D.**
- 6) No. of CHB faculties**

6.3.1 Curriculum Development

- Remedial Classes**
- M.Com Post graduate Student's research projects are carried out.**
- Teaching by using ICT aids.**
- For enriching the learning process Field base studies and surveys conducted.**

6.3.2 Teaching and Learning

- **Students Seminars on various academic topics by using ICT.**
- **It is made compulsory to the teachers to teach by using the means of the Power Point Presentation**
- **For enriching the learning process Field base studies and surveys conducted.**

6.3.3 Examination and Evaluation

The institute has organised Unit test & annual term examination at the end of the session and before the examination of university. Internal evolution, group discussions, seminars conducted by the institution. Evaluation of answer-books & moderation of question papers & preparation of results of examination is conducted by the university.

6.3.4 Research and Development

Publication with ISSN , ISBN , academic books, PhD awarded to maximum teachers and wrote research papers in peer revived journals, participation in various National , International level conferences and presented papers.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Computerization of Administrative office and Library.

6.3.6 Human Resource Management

- | |
|--|
| 1.Staff attendance is taken through Bio-metric machine.
2.Self Appraisal form to be filled by teachers. |
|--|

6.3.7 Faculty and Staff recruitment

Faculties of the institution have been recruited as per rules and regulations of state govt., University and UGC.
--

6.3.8 Industry Interaction / Collaboration

Nil

6.3.9 Admission of Students

- **For admission of the students admission committee appointed by the college for smooth work of the admission process commencement of the session.**
- **The college adopted spot admission process; students are given admission first come and first get admission after completing all technical requirement of the admission.**
- **Admission committee identifies their area of interest in choosing the faculty and subjects.**
- **Admission committee guides the students for admission and interacts with the parents.**
- **Admission committee explains them to maintain the discipline, rules and regulation as well as dress code of the college.**
- **Admission committee explains all the facilities which provide by the college.**
- **Information is given to the girls students who came from out of Mehkar for Girls Hostel of the college.**

- **Post admission counseling of the students is done to motivate the students**

6.4 Welfare schemes for

Teaching	Co-Operative Society of employees of Mehkar Education Society Mehkar is registered for teaching and non-teaching Staff. This society avail Loans to staff members.
Non teaching	Group Insurance is provided.
Students	GOI Scholarship, dress code, Provision of T. A. and D. A. for students participating Sports & Game events and cultural activities.

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done



Yes



No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	---	---	No	--
Administrative	---	---	No	--

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes ☒ No ☐

For PG Programmes Yes ☒ No ☐

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Examinations were conducted as per norms of Sant Gadge Baba Amravati University, Amravati.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

NA

6.11 Activities and support from the Alumni Association

- i.) Alumni Association meets once in a year.**
- ii.) Feedback forms alumni are taken and implemented new suggestions by alumni.**

6.12 Activities and support from the Parent – Teacher Association

Meetings of Parents with teachers were conducted once in year. The suggestion of the parents is taken in consideration.

6.13 Development programmes for support staff

1.All faculties of the institution are encouraged to undertake Minor/Major Research Projects, initiatives to do Ph. D through Faculty Development Programme. The staff is encouraged to attend and participate in UGC sponsored Short term courses, Orientations and Refresher courses seminars/conferences/workshops for which duty leaves are granted.

2. The welfare schemes available for teaching and non teaching staff:

- **Group insurance scheme**
- **Medical reimbursement**
- **Government Provident Fund Scheme.**
- **Mehkar Education Society's "Employee Credit Cooperative society" is ever ready to provide short term as well as Long/midterm loans after completing the legal formalities.**
- **The IQAC pay attention to release all the issues related to appraisal system of the staff, Teaching-Learning and Evaluation related performance; Co-curricular, Extension and Professional Development Activities and Research contribution etc.**
- **There is the PBAS Scrutiny Committee which have been formed by the institution for scrutinizing the file of API as per the directions of University, State Government and the UGC.**

6.14 Initiatives taken by the institution to make the campus eco-friendly

- **Plantation, cleanliness, rain water harvesting are be performed.**
- **NSS Department and N.C.C. department of the institution are taking efforts to make campus eco-friendly.**
- **No vehicle day is followed by the staff one day of every month**

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- 5) Emphasis on ICT in teaching**
- 6) Remedial coaching for academically weak as well as slow learner students in the subject of English, Accountancy, Statistics and Taxation is provided and students participate in it.**
- 7) Organise Snake awareness program for eradication of fear about the snakes.**
- 8) No vehicle day twice in a month.**
- 9) To distribute a plant to the honorary guest visited to the institution.**
- 10) To organise the computer and ICT programs to the students of Arts faculty.**
- 11) To organise “the English Language Communication development workshop” for the students and teaching and non teaching staff.**
- 12) Internal audit committee has been set up by the institution to focus on the quality of the college activities.**
- 13) Cleanliness, awareness, rural health, Aids awareness, Plantation and pampering, activities are organized.**
- 14) NSS and Extension activities performed.**
- 15) The student representatives are appointed in the Cultural, N.S.S., N.C.C. and sports committees. They work in coordination with the faculty members in carrying various activities to support academics and overall development of students.**

- 16) Pre marriage Counselling program for girls students was organised by the the NS.S. Unit.
- 17) August Revaluation Day Celebrated by the N.S.S. Unit of the college.
- 18) Raksha bandhan program was organised in this program all the students tie the rakhi to the trees and take on oath of nurturing, Caring and preserving the trees.
- 19) Contagious disease remedies workshop was taken by the N.S.S. Unit.
- 20) One day camp on the theme of 'Swatcha Bharat Abhiyan' at adopted village has been taken and all participated students took part in the cleanliness program.
- 21) "Educate Girls Empower Girls" Campaign rally organised by the N.S.S. unit of the college in the Mehkar city all girls students as well as boys students have participated in this rally.
- 22) "Road Safety Week" was organised during the second week of the January 2017 and all students aware the people to drive bike with helmet and follow the rules of the traffic.
- 23) 'Pulse polio Campaign" under the guidance of Mehkar Medical Officer Swati Rawate and all the students of N.S.S. was organised in the Mehkar .
- 24) Aids Awareness workshop was organised by the N.S.S. unit.
- 25) Blood donation camp was organised by the N.S.S., N.C.C, Sports and Cultural Departments.
- 26) Celebrated International Water day by the department of Commere.
- 27) Celebrated International Ozon Day by the department of Economics and Commerce.
- 28) Celebrated International Tourism Day By the department of History.

29) Birth anniversaries and death anniversaries of all great heroes of India were celebrated occasionally.

30) Students and the faculties of the institution actively participated in 'Voters awareness campaign of the Govrnment.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Institution has decided plan of action beginning of the session, all decided programs has been taken by each and every department of the institution.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- 1. Study tour for social awareness.**
- 2. Industrial tour for studying the industrial environment.**
- 3. Guidance for competitive examination.**
- 4. Various resource guidance.**
- 5. Voter Registration awareness Campaign.**

****Provide the details in annexure (annexure need to be numbered as i, ii,iii)***

7.4 Contribution to environmental awareness / protection

- 1. Celebrated International Water day .**
- 2. Celebrated International Ozone Day.**
- 3. Celebrated International Tourism Day.**
- 4. Tree plantation with care to grow in well manner.**

5. Environment awareness programs.
6. Expand the Green Campus of the institution
7. Congress Grass Eradication in and around the college area.
8. Students field visit to world famous Lonar crater for studying the facts of environment of Lonar.

7.5 Whether environmental audit was conducted? Yes ☒ No ☐

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

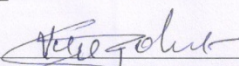
Nil

8. Plans of institution for next year

1. Academic calendar will be prepared by IQAC for annual and semester pattern.
2. Department of the IQAC ensure that departmental calendar for academic and extracurricular activities are followed by the departments of the college.
3. Sensitization programs on cross cutting issues like human values, environment, gender and professional ethics will be organised.
4. IQAC will ensure those students' personality development programs, ICT based programs, study tour, Industrial tour, bank visit, group discussions and seminars of the students are organised by various departments of the college.
5. Feedback will be taken from students, parents, alumni. IQAC will take proper steps getting suggestion in feedback and feedback will be analysed.
6. IQAC will organised computer training program for the administrative staff and also ICT teaching methods will be taught to the teachers.

7. Remedial classes will be taken for the slow learners.
8. Examination results will be analysed.
9. IQAC will emphasis on ICT based teaching learning.
10. Feedback from students will be obtained by knowing the teaching and other performance of the teacher according to the students' view; necessary suggestions will be given to the concern teacher for any improvement.
11. All programs regarding to the development of the students, teachers, administrative staff will be conducted.
12. Planned programs will be implemented. Etc.
13. Sports competitions will be organised.
14. Yoga and Fitness workshop will be organised.
15. Books exhibition will be arranged for the students by the dept. of Library.
16. To organise work-shop for girl students regarding their health amelioration.

Name Dr. Wasudeo D. Golait

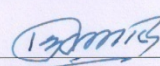

Signature of the Coordinator, IQAC

Place:- Mehkar

Date:- 27/12/2018



Name Dr. Ganesh N. Parihar


Signature of the Chairperson, IQAC

Principal
M.E.S. Arts & Comm. College
Mehkar

M.E.S. Arts and Commerce College, Mehkar Dist: - Buldhana-443301

Annexure – I**M.E.S. Arts and Commerce College, Mehkar***Dist: - Buldhana-443301***Academic and Administrative calendar 2017-18****Annual Pattern**

I st Session :	Monday 12th June 2017 To Saturday 14th October 2017
Diwali Vacation :	Monday 16th October 2017 To Saturday 4th November 2017
II Session :	Monday 6th November 2017 To Saturday 28th April 2018
Summer Vacation :	Monday 30th April 2018 To Saturday 9th June 2018

Teaching Days available during the Academic Year 2017-18**(Teaching Days)**

Session I		Session II	
Month	Days	Month	Days
June 2017	04	January-2018	26
July 2017	26	February-2018	22
August 2017	24	March	24
September 2017	24	April	11
October 2017	11		
November 2017	22		
November 2017	22		
Total	111	Total	83

Date of Commencement of Teaching: -**Days Available during the academic year 2017-18**

Date of commencement of Teaching	
First Session	Monday 12 th June 2017 To Saturday 14 th October 2017
Second Session	Monday 6 th November 2017 To Saturday 28 th April 2018

Days available during the academic year 2017-18

Sn.	Activity	Days
1	Admission Process	12
2	For Exam and Non Instruction Days : Dec.2018 April: 2018	 24 12
	Total	48

M.E.S. Arts and Commerce College, Mehkar.
Academic Calendar 2017-2018

<i>Day</i>	<i>Event</i>	<i>Organizing Department</i>
14 June	College Reopen	
14 June	Admission Process Starts	Admission Committee
26 th June	Shahu Maharaj Jayanti	Marathi Dept.
2 nd July	Address by The Principal	College Administration Office
11 th July	World Population Day	Economics Dept.
27 th July	Guru Pournima Utsav	Cultural Dept.
26 th July	Kargil Victory Day	N.C.C. Dept.
1 st August	Annabhau Sathe Jayanti	Marathi Dept.

1st August	Lokmanya Tilak Memory Day	Political Science Dept.
9th August	Agust Kranti Din	N.C.C. & N.S.S.
9th August	Dr.S.R.Rangnathan Jayanti	Library
14th Agust	Préparation of Independence Day	N.C.C.,N.S.S. & Sports Dept.
15th Agust	Independence Day	NCC,NSS , Sports & whole college unit
21st August	Late N.G.Deshpande Jayanti	Marathi Dept.
27th to 28th August	Rakshabandhan Festival celebration	N.S.S.
29th August	National Sport Day	Game & Sports Dept.
5th Sept.	Teachers Day Célébration	Cultural Dept.
8th Sept.	International Literacy Day	N.S.S.
11th Sept.	Aacharya Vinobha Bhave Jayanti	Marathi Dept.
16th Sept.	Kamgar Shikshan Din	Economics & Commerde Dept.
16th Sept.	Ozone Day	Economics & Commerde Dept.
27th Sept.	Dr.S.R.Rangnathan Death Anniversary	Library
27th Sept.	World Tourism Day	History & English Dept.
2nd October	Mahatma Gandhi Jayanti	Cultural Dept.& Political Sci.Dept.
2nd October	Lal Bahadur Shastri Jayanti	Cultural Dept.& Political Sci.Dept.
17th October	Anty Poverty Day	Economics Dept.
20th October	National Integrity Day	Game & Sports Dept.
14th November	Pandit Jawaharlal Nehru Jayanti	Political Science Dept.
21st November	Maharashtra Hutatma Din	History Dept.
28th Novmber	Mahatma Phule Death Anniversary	Marathi Dept. & N.S.S. Dept.
1st December	Aids Awairness Day	N.S.S. Dept.
6th December	Dr.B.R.Ambedkar Death	Cultural Dept.

	Anniversary	
10 th December	Human Right Day	English Dept. & Plitical Dept.
20 th December	Gadge Baba Death Anniversary	N.S.S. Dept.
24 th December	National Consuber Day	Commerce & Economics Dept.
3 rd January	Savitribai Phule Jayanti & Mahila Mukti Din	N.S.S. Dept.
9 th January	National Tourism Day	History Dept.
12 th January	Youth Day	N.S.S. & Sports Dept.
23 rd January	Subhashchandra Bose Jayanti	N.S.S. Dept.
25 th January	Preparation of Republic Day	N.C.C., N.S.S., Sports Dept. & Culturla Dept
26 th January	Republic Day Celebration	N.C.C., N.S.S., Sports Dept. & Culturla Dept
30 th January	Hutatma Din	N.S.S. Dept.
19 th February	Chatrapati Shivaji Maharaj Jayanti	History Dept.
27 th February	Marathi Din	Marathi Dept.
20 th February	College Annual Exam. & Other	Examination Committee
15 th March	World Consuber Day	Economics & Commerce Dept
22 nd March	World Water Day	Environment
7 th April	World Heath Day	Game & Sports Dept.
14 th April	Dr.Baba Saheb Ambedkar Jayaanti	Cultural Dept.
23 rd April	World Book Day	Library Dept.
May 2019		
1 st May	Maharastra Din	N.S.S. & Sports Dept.

Annexure – II

Annexure II

Feedback Analysis

1. Evaluation of Student feedback for teachers

Percentage	Score	No. of Teachers
81-100	Very Good	12
61-80	Good	Nil
41-60	Average	Nil
00-40	Below Average	Nil

Evaluation of Alumni Feedback

Alumni meeting was organised in the college premises and feedback of 20 alumni was taken orally , alumni put their thought regarding to the institutional development . Which were welcomed by all. All suggestions of the alumni were followed.

Evaluation of Parents feedback

At the time of admission of the students, feedback of near about 150 parents was taken orally after interaction with them , Admission committee members take the view and past experience about the college, teaching and learning methods, other amenities regarding to smooth study environment in the institution from the parents, the parents expressed their satisfaction regarding development of their ward and institution also give some suggestions which are followed by the institution for creating the smooth study environment in the college.

Annexure – III

Best practices of the Institution

Best Practice-1

Title of the Practice : Prize distribution ceremony ‘I Can’ for the student and Staff.

Object:- The Institution organizes a grand prize distribution ceremony which is named “I Can “ for inspiring the students every year in the beginning of the session. In this ceremony various prizes and awards are being given to the students who achieved the meritorious positions in previous year’s University Examination and merit list. And also those students felicitated and honored who participated in various programs, activities and games by giving cash prizes and certificates. All the cash prizes are being given by the retired and presently working staff for the students’’ boosting and encouragement. As well as the faculties and administrative staff of the institution are being honored and felicitated for their remarkable achievements in different platforms just as awarding the Ph.D degree to the teachers, writing academic books, Participated in International Conferences, getting approval for minor or major research project and all other remarkable achievements.

Evidence of Success:-

The impact of the “I Can “program is remarkable for developing the inspiration among the all students of the college as well as newly admitted students. This program boosts the morale of the students and inspiration that’s why many students are grabbing the meritorious position in university examination as well as many students of the department of N.C.C.,N.S.S., Cultural and Sports are achieving wonderful performances various events. Institution’s vision is “To become one of the best human development resource institutions by attaining quality and excellence in higher education” which is coming in true by this valuable practice.

Annexure – IV**Best practices of the Institution****Best Practice-2****Title of the Practice:- Blood Donation Camp**

Object:- Institution's mission is "To Impart Value based and time oriented education to the aspirants by providing, nurturing and maintaining them according to the present era And Enable them competent, ethical, self-dependent and socially responsible for the nation by creating social, cultural and academic excellence environment for their overall development". According to this vision it is necessary effort to do something for our society and make the students socially responsible by donating the blood camp with collaboration of the blood bank. Many students voluntary and enthusiastically donate their blood for the poor society, Institute takes care ,this donated blood by the students of the institution to be given to the poor people through the blood bank. The main object of the practice is to create the understanding of social responsibility among the students and realised them that they are the socially responsible for the nation.

outcome

Number of students and also teachers donate their blood at the event of the blood donation camp which is organized by the department of N.C.C.,N.S.S. and Sports on the occasion 'Swami Vivekanand Birrh Anniversary' on 12th January under the guidance of the principal of the college. Institution has a big satisfaction that they are doing something for our society by organizing such real human serving practice.

Annexure – V**Best practices of the Institution****Best Practice-3**

Title of the practice:- Study tour for social awareness.

Object:- *The institute organises the students study tour of awaking social awareness among them. Department of N.S.S. organises one day camp in adopted village as the study tour and students study the village by keeping the aspects of profession of the villagers as well as their life style, education, govt. facilities etc.*

The college is thinking students must reach the ground level and interact with villagers ,understand their basic problems which they are facing and think to overcome on their problems, By this practice ,Students can understand the social ,cultural environment of that particular area and they realised that they are socially responsible for doing something to the downtrodden societ.

Outcome

The impact of this practice the social awareness view developed among the students and most of the students expressed their thoughts that they are now able to understand the basic need and problems of the society, and they committed that also in future they will be responsible for the society.

Annexure – VI

Best practices of the Institution

Best Practice-3

Title of the practice:- Industrial tour for studying the industrial environment

Object:-

The institute organises the students' Industrial tour for studying the industrial environment this study is needful to the students of the commerce faculty because they have to learn lots of concepts of the commerce, then institution tries to make it available to the students of the commerce faculty to study the industrial environment practically by reaching to the industry like any kind of factory, Sugar mills, Banking etc. By which they can become enriched in the knowledge of the industrial environment and it is helpful to understand the real commerce practically. For developing the knowledge among students of the commerce faculty, Department of Commerce organises one day Industrial tour for studying the industrial environment. The students study the industrial environment by seeing and asking the questions, doubts, queries to the entrepreneur or industrialists.

Outcome

The impact of this practice the industrial environment awareness view developed among the students after coming the industrial study tour teaching and learning process become easy to the teachers and also students. Whenever any concept of the commerce is taught teacher gives the experience of the study tour and the pictures of the concepts arise in the mind of the students. Eventually the basic aim of teaching has been completed and many students are being benefitted.

Annexure – VII**Best practices of the Institution****Best Practice-4**

Title of the practice:- To organised “Aanand Mela”

Object:- Under the Cultural Department every year, the students of the college organise the ‘Aanand Mela’. For improving the skill of the entrepreneurship among the students. In this practice all students of every class perform the by stalling the various breakfast food. All students collect the subscription and self made food stall are perform, all other students purchase the items and enjoy the delicious food taste. Eventually the team of the students which earned maximum profit by investing low amount comparatively the others team of the students will be honoured by the Principal of the college by giving the certificates in the ceremony of “I Can.”

Outcome:-

The major outcome of this practice is all students know the Principles of the business like Business Planning, financial activities, Business ethics, Business strategy, hard work to earn maximum profit, profit depends upon maximum sales of the items/Products and sales are depends on the quality of the products. The students of the college practically learned the principles of the business and the quality of the success entrepreneurship by this practice.

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