



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution		M.E.S. ARTS AND COMMERCE COLLEGE, MEHKAR
• Name of the Head of the institution	Dr.Ganesh N. Parihar	
• Designation	Principal	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	07268224803	
• Mobile No:	9422313233	
• Registered e-mail	messr_mehkar@rediffmail.com	
• Alternate e-mail	mesiqac303@gmail.com	
• Address	M.E.S. ARTS AND COMMERCE COLLEGE, MEHKAR Ram Nagar Mehkar District :-Buldhana (Maharashtra)-443301	
• City/Town	Mehkar	
• State/UT	Maharashtra	
• Pin Code	443301	
2.Institutional status		
• Type of Institution	Co-education	
• Location	Rural	

• Financial Status	Grants-in aid				
• Name of the Affiliating University	Sant Gadge Baba Amravati University Amravati				
• Name of the IQAC Coordinator	Dr. Wasudeo Golait				
• Phone No.	800 729 1004				
• Alternate phone No.	07268224803				
• Mobile	8007291004				
• IQAC e-mail address	drwdgolait@gmail.com				
• Alternate e-mail address	mesiqac303@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	http://www.mesacollege.org/pages/naac_aqar.php				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.mesacollege.org/pdf/REVISED%20COLLEGE%20ACADEMIC%20CALENDAR%20-2020-21.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	C++	65.50	2004	16/02/2004	15/02/2009
6.Date of Establishment of IQAC			10/07/2013		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
0	0	0	0	0	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	4	
Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
If yes, mention the amount		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
1) Organized National Level E-Conference on Covid-19 2) Submitted AQAR of the college of Last Year (2019-20) to the NAAC as per NAAC direction and Uploaded its pdf copy on College Website. 3) Organized Meetings with teaching staff, Non teaching staff, Library staff and College Management regarding sustaining the quality environment and perform the action plan of the IQAC. 4) to take feedback its analysis system for various stakeholders for improving the quality in the system by all aspects. & 5) I.Q.A.C. organized college level orientation programs for the conveners of the seven quality circles of the college, on how to fill new revised AQAR and introduced the new revised methodology of NAAC process regarding to fill AQAR from the year of 2020-21. 6) I.Q.A.C. organized college level orientation programs for the conveners of the seven quality circles of the college, on how to fill Criteria information of Self Study Report and introduced the new time to time revised methodology of NAAC process. 7) I.Q.A.C. organized college level orientation programs on new revised CAS promotion Policy, for the teaching staff of the college. 8) I.Q.A.C. scrutinized & verified all required documents for CAS Promotion of the Faculties of the college. 9) I.Q.A.C. guided to all teaching faculties for making videos of the Online Teaching Learning Process for implementing the teaching and learning process in well manner for the Curricular development of the students. 10) I.Q.A.C. organized direct as well as online meetings with the students for satisfying their queries regarding to the online teaching process of the college. 11) I.Q.A.C. and N.S.S. organized Covid-19 Vaccination Awareness Program.		

2) To organize college level orientation programs to the conveners of the seven quality circles of the college, for how to fill all Criteria of Annual Quality Assurance Report (AQAR) of NAAC.
3) To organize college level orientation programs for the conveners of the seven quality circles of the college, for how to fill all Criteria of Self Study Report (SSR) of NAAC.
4) To Submit the AQAR for the year 2019-20
5) To make strategy for conducting online teaching and learning Process in the college due to Covid-19 Pandemic situation.
6) To make educational videos for the students.
7) To take weekly Feedback of the teaching faculties about their Online Classes.
8) To organize online and offline meetings with all stakeholders.
9) To make strategy for filling AQAR for the Year 2020-21 & provide detailed guidelines to the Conveners of the Seven Quality Circles in this regards.
10) To make strategy for face the second cycle of NAAC & provide detailed guidelines to the Conveners of the Seven Quality Circles in this regards.
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

Plan of Action	Achievements/Outcomes
1. Organized National Level E-Conference on Covid-19	Organized on date 24th April 2021
2. To organize college level orientation programs to the conveners of the seven quality circles of the college, for how to fill all Criteria of Annual Quality Assurance Report (AQAR) of NAAC.	Organized College level orientation program to the faculties for AQAR filling on dt. 22.09.2020
3. To organize college level orientation programs for the conveners of the seven quality circles of the college, for how to fill all Criteria of Self Study Report (SSR) of NAAC.	Organized college level orientation programs for the conveners of the seven quality circles of the college, for how to fill all Criteria of Self Study Report (SSR) of NAAC, during Date 11.08.2021 To 27.08.2021
4. To Submit the AQAR for the year 2019-20	AQAR for the year 2019-20 was submitted on dt. 30.04.2021
5. To make strategy for conducting online teaching and learning Process in the college due to Covid-19 Pandemic situation.	For conducting online classes IQAC prepared and given detail guidelines about conducting online Classes by using Zoom Cloud Meeting, Google Classroom etc.
6. To make educational videos for the students.	IQAC guided all faculties of the college to conduct online classes simultaneously make online class videos and upload all on your own Youtube channel and provide the link to the students for their more understanding the subject knowledge as well as absent students can complete their study by watching such videos. This plan mostly done.
7. To take weekly Feedback of the teaching faculties about their Online Classes.	IQAC sent link of weekly feedback of the teachers about their online classes for keeping

	monitoring their classes by the Principal. This plan has been done successfully.
8. To organize online and offline meetings with all stakeholders.	In the year 2020-21 IQAC organized 4 meetings with various stakeholders.
9. To make strategy for filling AQAR for the Year 2020-21 & provide detailed guidelines to the Conveners of the Seven Quality Circles in this regards.	IQAC provided detailed guidelines to the Conveners of the Seven Quality Circles, by organizing individual meeting and College level Professional Development Program for which documentations are required and how to fill their Criteria of AQAR for the Academic year of 2020-21.
10. To make strategy for face the second cycle of NAAC & provide detailed guidelines to the Conveners of the Seven Quality Circles in this regards.	IQAC provided detailed guidelines to the Conveners of the Seven Quality Circles, by organizing individual meeting and College level Professional Development Program for which documentations are required and how to fill their Criteria of SSR for facing the second cycle of NAAC in the year of 2021-22.
11. To encourage the faculties for their research work	IQAC encouraged to the teaching faculties to take active participation in various National, International Conferences, Seminars, Symposium, Professional Development Courses, Refresher Program, Orientation Programs, Faculty Development Programs etc, Most of the faculties done as per expectations.
13. Whether the AQAR was placed before statutory body?	Yes
Name of the statutory body	

Name	Date of meeting(s)
IQAC placed the AQAR for getting approval in the meeting of Governing Body of Mehkar Education Society, Mehkar, after discussion unanimously The AQAR was passed.	19/03/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	21/01/2022

Extended Profile**1. Programme**

1.1	4 (B.A., B.Com, M.A.(In History), M.A. (In Economics) & M.Com)
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	412
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	331
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	113
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Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	11
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	11
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	11
Total number of Classrooms and Seminar halls	
4.2	9303326 .90
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	48
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

The College has adopted following procedure for effective delivery of the curriculum of the university.

- For achieve effective and efficient curriculum planning and

implementation therefore the college prepared the academic calendar commencement of the every academic year.

- As per the University Calendar of the Sant Gadge Baba Amravati University Amravati, At the starting of the session, Academic Calendar of the college has been prepared in which comprised curricular, co-curricular and extracurricular activities for effective implementation and delivery of the curriculum, By taking in consideration of the National and State holidays.
- All departments of the college prepare it's departmental plan of action, annual calendar and teaching plan, Course plan on the basis of the College Academic Calendar, teaching plans and discuss them among its faculty members, to fulfill the objectives of the curriculum delivery.
- Head of the Department of the college designs Time Table for all Under Graduation and Post Graduation programs as per college and university directions, at Department level - teacher wise-class wise.
- All teaching staff prepares their own annual individual teaching plan.
- At the beginning, Teachers of the college introduce the curriculum i.e. contains of syllabus, Question paper patterns, course outcome, program outcome, University Examination and evaluation process to the students.
- The curriculum delivery is timely & effectively conducted by Class lectures, ICT based lectures, by providing study materials, Notes etc. S

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.mesacollege.org/pdf/REVISED%20COLLEGE%20ACADEMIC%20CALENDAR%20-2020-21.pdf

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

Response :- yes

Continuous Internal Evaluation (CIE) is the integrate part of the teaching and learning system therefore M.E.S. Arts and Commerce College, Mehkar follows guidelines of Sant Gadge Baba Amravati University, Amravati for internal evaluation and assessment procedure.

Internal evaluation of the students is done by the all teachers of the college for their subject. The College introduces the process of evaluation to assess the performance of the students to the students starting of the every academic year.

Continuous Internal Evaluation (CIE) system at the College level.

The College adopted following procedure for internal assessment.

The College has introduced Continuous Internal Evaluation of students and teachers performance at the college level.

- **Evaluation of Students by Teachers:**

1. Organizing Regular two unit tests for every single unit for each subject, as well as Surprise test & Quiz are conducted.
2. Regularly slow learner are monitored of improvement in their performance as well as the fast learners are encouraged by reviewing their performance.
3. Industrial visit and environmental study tours are arranged.
4. Evaluation of the students are done by organizing Group discussions, Seminars and guest lecturers regularly.
5. Staff meetings are conducted periodically to review the evaluation process
6. As regards making the newly entered students aware of the system, classroom awareness sessions are conducted in each faculty programme by teachers.
7. Prior announcements are made in the college notice board about the details of the tests/project work/ internal assessment, practical, term end, annual and university examinations.
8. The pattern of examination is explained by subject teachers in the classrooms.
9. The previous examination question papers papers are made available to the students by teachers/in College library.
10. The students are informed about class tests and assignments in the class and also through the display notice boards.
11. All faculties conducting tutorial classes to clarify doubts and again explain the hard and critical topics.
12. Display all results of unit tests marks after end of tests.
13. Encourage the students for appearing for betterment examination.

14. The students are involved in the evaluation of the teachers because they will have a substantially long period of interaction with the teachers and are therefore in a position to give a comparatively better evaluation.

University Examination Internal Assessment at College Level.

The college, being affiliated to the S.G.B.A. Amravati University, Amravati follows the process specified by the University and adheres to the schedule specified:

Assessment: The college assess the students academic progression as per S.G.B A University norms. Internal assessment of the students divided in to two separate parts as per university norms (i) Theory (ii) Practical

1. Theory :- For theory paper there is 80 marks for university examination and 20 marks for internal assessment for each subject except Computer Subject, Computer practical having 40 marks for practical and 60 marks for theory paper.
2. Practical: The College runs the UG courses for B.A, B.Com & PG courses for MA in Economics, M.A. in History and M.Com. in Commerce stream there is computer internal practical examination for 40 marks as a part of university examination. Internal Assessment for computer Practical examination there is 5 marks for Description, 10 Marks for Practical Book, 15 marks for computer Practical and 5 marks for viva-voce. After completion of internal assessment for theory and Practical marks are be sent to the University for their preparing their result. The efficiency of teaching learning process is assessed through the marks secured by the students in the Internal and University examination. The University examination results are critically analyzed by the Heads of Departments and discussed widely with the Principal for guidance and improvement of both teachers and students.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://www.mesacollege.org/#

1.1.3 - Teachers of the Institution participate in B. Any 3 of the above 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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

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

03

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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)

NIL

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

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

NIL

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

NIL

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The vision, mission, objectives, motto and core values of the M.E.S. Arts and Commerce College, Mehkar focuses on itself the volume, need and importance of the cross-cutting issues for the overall development of the students. Naturally, the college integrates various life skills, values, local and global challenges through its curriculum delivery. The College runs the courses in Arts and Commerce stream and Curriculum is designed by Sant Gadge Baba Amravati University, Amravati in which comprised various lessons, topics, chapters covering cross cutting issues relevant to civic sense and responsibility, Gender, Environment and Sustainability, Human Values and Professional Ethics. In the traditional courses of Arts and Commerce, all these aspects are practically addressed. Naturally the college takes care to focus on these issues, Environmental Studies is a compulsory subject for all under graduate second year students, related to Environment and Sustainability. Similarly, Cross cutting issues relevant to Gender, Human Values and

Professional Ethics are covered in the prescribed syllabi of Sant Gadge Baba Amravati University in various subjects in the form of topics, chapters, poems and co-curricular activities.

About Environment and Sustainability related issues, There is degree program of Environment in B.A & B.Com second year syllabus, the students get the knowledge of Environmental Studies

NSS, NCC and Cultural Department inculcate values related to environment and sustainability by organizing various programs for the students.

The department of N.S.S., N.C.C. Cultural and Sports are the backbone of the college, by which following activities every year.

Gender Sensitization Cell organize Guidance and awareness for girls students, regarding the issue of the women, women empowerment programs, Program on Guidance of various acts regarding women, Women Safety Program, Program on Women Empowerment. As per the directives of Maharashtra State Commission for Women, Internal Complaint Cell has been constituted for Redressal of complaints about sexual harassment. The Women redressal and Grievance Cell of the college is involved in prevention, prohibition and redressal of the complaints regarding sexual harassment of women employees and students and conducted awareness campaign on the relevant issues, Guest lectures were organized on Legal Provisions for Women and their Safety. The NSS organizes special camp in nearby village and organize various cross cutting and environmental awareness programs and ignites sensitivity towards society and environment by various activities like visit to adopted village and interaction with specially poor people, visit to orphanages and motivating students to spread awareness of cleanliness and Swach Bharat Mission.

- Department of NSS have been organizing Poster Competition, Essay Competition on Ozone Day, International Forest day , World Water Day, Vehicle Day, Plastic Eradication, Save Energy, Eradication of Pollution, Awareness of Clinginess programs, Tree Plantation, Lectures of Experts in this field, Swaccha Bharat Abhiyan and Street Plays on the issues of Environment, programs on Water Management, Health awareness programs are organized.
- Department of Economics and Commerce organize Ozone Day, World Consumer Day and organize Seminar on Intellectual Property Right.
- Department of History and English organize World Tourism Day

- Department of Sports and Game organizes the program on National Integrity Day, World Health Day.
- Department of Economics organizes Anti Poverty Day.
- Department of English and Political Science organize Human Right Day.
- Department of History organizes World Tourism Day, International Tourism Day.
- Alumni Association, NSS, NCC organizes Blood Donation Camp.
- Department of Library organizes World Book Day
- Department of Cultural organizes various cross cutting programs like Days of the Heros of the country, placement activities including talks on Competitive Examinations, aptitude test etc.

Syllabus Based Cross cutting, Human Values, Professional Ethics issues.

The following courses/captures/lesson of syllabus cross cutting issues are covered

1. Principles of Business Management, Marketing Management, Human Resource, Business Organizational Behaviors, Planning and Administration, Labour Economics, Business Ethics, Intellectual Property Right, Human Right, Consumer Protection Act, Advertising and Sales Promotion, Cyber Law, Organisational Behaviour, Gender Equity, Business Law, Business Ethics & Corporate Social Responsibility, The prose, poetry and other chapters in certain courses addressed issues related to gender sensitivity and equity, Professional Ethics, Ethical practices such as truthful information, and unprejudiced approach are taught in content of syllabus.
 2. Environmental studies: which are compulsory subject at B.A-II & B.Com-II level and also some environmental issues included in the syllabi of English, Marathi, History, Economics, political Science. There is a compulsory paper of Environmental Science in which a detailed project report is prepared based on the surrounding area.
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1. Human Values: Human Values are covered in curriculum of Marathi, English, political science, Economics, History, and B.Com program.

1. **Professional Ethics:** In commerce and management professional ethics are inculcated with the subjects like Insurance, Fundamentals of Entrepreneurship, Accountancy, Mercantile Law, Business Environment and Business Communications. Communication and soft skill has place in many of these courses. Professional ethics are also integral part of curriculum in all programmes. Political Science, Sex ratio, education of child mortality, water scarcity, drought, flood, pollution, urbanization.

All above help the college to create strong individuals with human values and promote gender equality among the students.

The vision, mission, objectives, motto and core values of the M.E.S. Arts and Commerce College, Mehkar focuses on itself the volume, need and importance of the cross-cutting issues for the overall development of the students. Naturally, the college integrates various life skills, values, local and global challenges through its curriculum delivery. The College runs the courses in Arts and Commerce stream and Curriculum is designed by Sant Gadge Baba Amravati University, Amravati in which comprised various lessons, topics, chapters covering cross cutting issues relevant to civic sense and responsibility, Gender, Environment and Sustainability, Human Values and Professional Ethics. In the traditional courses of Arts and Commerce, all these aspects are practically addressed. Naturally the college takes care to focus on these issues, Environmental Studies is a compulsory subject for all under graduate second year students, related to Environment and Sustainability. Similarly, Cross cutting issues relevant to Gender, Human Values and Professional Ethics are covered in the prescribed syllabi of Sant Gadge Baba Amravati University in various subjects in the form of topics, chapters, poems and co-curricular activities.

About Environment and Sustainability related issues, There is degree program of Environment in B.A & B.Com second year syllabus, the students get the knowledge of Environmental Studies

NSS, NCC and Cultural Department inculcate values related to environment and sustainability by organizing various programs for the students.

The department of N.S.S., N.C.C. Cultural and Sports are the backbone of the college, by which following activities every year.

Gender Sensitization Cell organize Guidance and awareness for girls students, regarding the issue of the women, women empowerment

programs, Program on Guidance of various acts regarding women, Women Safety Program, Program on Women Empowerment. As per the directives of Maharashtra State Commission for Women, Internal Complaint Cell has been constituted for Redressal of complaints about sexual harassment. The Women redressal and Grievance Cell of the college is involved in prevention, prohibition and redressal of the complaints regarding sexual harassment of women employees and students and conducted awareness campaign on the relevant issues, Guest lectures were organized on Legal Provisions for Women and their Safety. The NSS organizes special camp in nearby village and organize various cross cutting and environmental awareness programs and ignites sensitivity towards society and environment by various activities like visit to adopted village and interaction with specially poor people, visit to orphanages and motivating students to spread awareness of cleanliness and Swach Bharat Mission.

- Department of NSS have been organizing Poster Competition, Essay Competition on Ozone Day, International Forest day , World Water Day, Vehicle Day, Plastic Eradication, Save Energy, Eradication of Pollution, Awareness of Clinginess programs, Tree Plantation, Lectures of Experts in this field, Swaccha Bharat Abhiyan and Street Plays on the issues of Environment, programs on Water Management, Health awareness programs are organized.
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- Department of Library organizes World Book Day
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Syllabus Based Cross cutting, Human Values, Professional Ethics issues.

The following courses/captures/lesson of syllabus cross cutting issues are covered

1. Principles of Business Management, Marketing Management, Human Resource, Business Organizational Behaviors, Planning and Administration, Labour Economics, Business Ethics, Intellectual Property Right, Human Right, Consumer Protection Act, Advertising and Sales Promotion, Cyber Law, Organisational Behaviour, Gender Equity, Business Law, Business Ethics & Corporate Social Responsibility, The prose, poetry and other chapters in certain courses addressed issues related to gender sensitivity and equity, Professional Ethics, Ethical practices such as truthful information, and unprejudiced approach are taught in content of syllabus.
2. Environmental studies: which are compulsory subject at B.A-II & B.Com-II level and also some environmental issues included in the syllabi of English, Marathi, History, Economics, political Science. There is a compulsory paper of Environmental Science in which a detailed project report is prepared based on the surrounding area.

1. Human Values: Human Values are covered in curriculum of Marathi, English, political science, Economics, History, and B.Com program.

1. Professional Ethics: In commerce and management professional ethics are inculcated with the subjects like Insurance, Fundamentals of Entrepreneurship, Accountancy, Mercantile Law, Business Environment and Business Communications. Communication and soft skill has place in many of these courses. Professional ethics are also integral part of curriculum in all programmes. Political Science, Sex ratio, education of child mortality, water scarcity, drought, flood, pollution, urbanization.

All above help the college to create strong individuals with human values and promote gender equality among the students.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

NIL

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

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

NIL

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

B. Any 3 of the above

from the following stakeholders Students
Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://www.mesacollege.org/#

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

1640

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

331

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

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

Vision, Mission and objectives of M.E.S. Arts and Commerce College, Mehkar are the students centric therefore our college is focusing on the overall development of the students. for that it is most necessary to the college to detect slow learners and fast learners and make the strategy for developing them by all aspects.

Remedial Coaching Classes For Slow Learners:-

Slow learners are specially cared by adopting various methods just like conducted remedial coaching classes, class tests, extra classes organized for the particular complex portion of the syllabus, every subject teacher organizes special tests on previous university examination, conducted tutorial classes for the Financial Accounting, Company Accounting, Corporate Accounting, Business Statistics, Business Mathematics, Income Tax, Business Economics, English, Cost Accounting, Management Accounting at UG and PG level students. Weaker students are provided extra notes, books for their respective subjects, the library of the college play major role for providing extra books to the students promptly, students are motivated by organizing motivational classes, Communication Skills Development Programs, compel to be a active participant in the college program,

The College provides several facilities to the Advanced learners to develop their knowledge and skills. Advanced learners are motivated to read advanced reference books by providing them additional library facilities, additional special notes, extra classes for satisfying their doubts, Special unit tests are conducted for them. . Expertise guidance is given to them for better performance. Advance learners are encouraged to take active part in college programs as well as to participate in various competitions, debate competition, quiz, elocution etc. by this ways they can shows their more academic improvement.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
415	11

File Description	Documents
Any additional information	View File

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

The vision, mission and objectives statement of the college clearly states that the entire work journey of the college is student oriented and focused on their overall development; therefore College has been conducting various student centric programs,

Methods of teaching:

1. Experiential Learning -

- Each department encourages students to get an experience what they are exactly studying in the books.
- Each department prepare 'Students Study Circle' for participative learning purpose.
- Department of Marathi and English provide the practical experience of their lessons, stories, Novels, Drama and Poetry by using the ICT tools
- Department of History make visualization of all historical events in the lecture and conducted questions and answers session in the class, in this regards.
- Department of Commerce and Department of Economics organizes practical approaches by organizing financial events and make available the students practical knowledge by using ICT tools,

organizing visits to the financial institutions of the local area, banks, to understand and experience bank transactions, visit to industries to understand the manufacturing process, its Management, organize guest lecturers on the syllabus topic, etc.

1. Participative Learning -

- Department of Economics organize a Seminar on 'Intellectual Property Right' every year to understand what is Trademarks, Copy Right, Royalty and plagiarism etc.
- Department of Marathi conducts 'Marathi Rajbhasha Divas' by the students of the college, on the occasion of National Marathi Language Day.
- The students of N.S.S. do visit to adopted village, to survey of poverty, illiteracy, census, financial status of the poor farmers etc.
- Advanced learners conduct the classes for the slow learners for explaining the particular concept of any Syllabus based subject.
- Group Discussions, Seminar, Workshop on useful topics like, Communication Skills, Personality Development, Stress Management, Soft Skills development program and Time Management are organized for developing Leadership qualities and Team spirit among the students.

Problem-Solving Method -

- In the classroom teaching, Students involved in the learning process and asked their doubt, any query regarding any topic of the syllabus without hesitation.
- Also teachers satisfy their doubt and query immediately and encourage them to ask the questions regarding teaching methodologies.
- For testing their knowledge of the topic teachers always organized a quiz or Unit Test.
- Student's questions and any concept or any process satisfies immediately regarding practical, field work, industry visits.
- There is a Suggestion Box in college premises wherein students can put his or her any type of problem regarding teaching as well as they can suggest any thing regarding to teaching or any inconvenience in the college, the principal takes action in this regard.

File Description	Documents
Upload any additional information	View File
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

- In the era of the ICT college is instating on using the ICT based teaching and learning methodology of the college.
- The audio visual have been installed in three classrooms of the college, one of them is smart board classroom regular classes are being conducted by using the ICT facility. Therefore every teacher of the college emphasizes to use ICT in his/her teaching and learning process for developing the quality in teaching process and make it more interesting and effective by using audio visual aids such as power point presentations, You Tube videos, use of Google Classroom, Google forms etc.
- Teachers complete his syllabus in time as per his individual teaching plan.
- The Academic diaries of the teachers are checked regularly at the end of every month by the Principal.
- At the beginning of the session and at middle of session the college takes students feedback regarding to the teaching methodology of the teachers, if students suggests any query or deficiencies are be satisfied by the principal.
- For smooth working every department of the college has been provided computers with internet facility.
- College has its website recorded teaching videos have been uploaded on website.
- Day to day activities of the college, teaching videos, news, reports and all other information are being uploaded on it for knowing to the all stakeholders.
- CCTV Cameras in every class room have been installed in the college premises to monitor the all teaching and other activities.
- In the corona pandemic situation all teachers have took online lectures by using ICT facility and most of the teachers have recorded their videos of online lectures.
- Such all online lectures of the teachers have been uploaded on the college website for those students who could not attend the online classes.
- All syllabuses of all subjects have been completed by the

teachers by using ICT ads.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://www.mesacollege.org/pages/video_lecture.php

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****10**

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality**2.4.1 - Number of full time teachers against sanctioned posts during the year****11**

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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**

9

File Description	Documents
Any additional information	View File
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)	View File

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

11

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

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.

MES Arts and Commerce College, Mehkar, Dist. Bandana has taken efforts to improve the performance of students by framing in 'Continuous Internal Evaluation' at the college level. The Practices have been as following:

1) Class Assessment Test : Class assessment test is based on unit system.

Unit test are conducted after completing unit. Question bank is provided by the faculty members for respective subject.

2) Remedial Classes and doubts clearing Sessions : Remedial Coaching classes are taken. Doubts clearing sessions are taken in the classroom As well as after the lectures.

3) Unit Test Examination: Test examinations are conducted by every

subject teacher of the every department, after completing the syllabus as well as at the end of the every semester /session. All Examinations guidelines of the S.G.B. Amravati University. Students are encouraged and guided how to solve question papers of the previous examinations.

4) Assignment and viva voce Assignments are given to the students and organized the viva voce all the students of the college for every subject of the syllabus of the course, twice in a year at end of every semester examinations as per guidelines of the SGBAU Amravati.

5) Practical Examination : University Computer practical examinations are organized at the end of the every semester. All students of the B.com course are assessed by the University External Examiners as well College Internal Examiners. Before all whole year students are evaluated time to time at the time of Continuous practical at the College computer laboratory. They are given various Practical for practicing which are regularly checked by the computer teachers, and they are guided by the teachers if found any deficiency/s.

Answer sheets of the Unit Test Examination are evaluated by the subject teacher and given needful suggestions to the students whatever found the lacuna. 10) Result Declaration: Class wise unit test, sectional exam result declared within seven days from the end of the examination, complied marks are displayed.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The college has been insisting to satisfy all types grievances of the students mostly regarding to their internal and external examinations and working on student centric activities continuously. In induction program which is named as 'Welcome Fresher' program, The Principal of the college lights on the examination, Unit Test, evaluation procedure, Course outcome, Program outcome it's important and future benefits of the program as well as he introduces the procedure of the examination and College rules and also introduces the grievance redressal procedure of the college, Where they can put

their grievance regarding to any kind of issues, also introduces the college level committees. The Principal discusses all exam related grievances with admission and Examination committees. The Academic Calendar of the college is displayed on the college notice board and on college website, at commencement of the session, for all stakeholders. Teachers conduct unit test, home assignment, Subject Seminar, tutorial, group discussion, subject viva voce etc. However, Coordinator of College Examination Committee pays attention to smooth conduction of the examinations and he deposes some teachers as internal supervisors and internal flying squad, this squad visits every classroom for controlling the situation. Students always cooperate to the examination policy of the college, in a very positive manner; therefore there is no any serious grievance for malpractice or sexual harassment or ragging etc. There is suggestion box for the students in the college; students can put their query or suggestion for Internal examination reform as well as any their personal issues. Teachers conduct the internal assessment by asking questions to the students, in the actual teaching classes, conduct unit tests, for evaluating their subject knowledge and understanding level and it is very helpful to find out slow and fast learners.

File Description	Documents
Any additional information	View File
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.

Program Outcomes (B.A. and M.A.)

Arts Faculty (UG):- The Bachelor of Arts requires three years of full time study consisting of six semesters. The College offers 6 Courses in Arts Faculty (1) Compulsory English, (2) Marathi (3) Economics (4) History (5) Political Science (6) Marathi Litt. Program of B.A is focused on increasing a students' knowledge and critical thinking in accordance to the syllabus and curriculum prescribed by the affiliating university Sant Gadge Baba Amravati University Amravati. These courses aim to prepare students with a sound knowledge and skills to connect across geographical, disciplinary, social and cultural boundaries, understand the importance of ethical behavior and lifelong learning habits.

Arts Faculty(P.G):- In Arts Faculty, the master degree require two years of full time study consisting of four semesters. The College offers 3 programs in s Arts subjects (1) M.A. in Economics and (2) M.A. in History.

Program Outcomes (B.A. and M.A.)

After completion of B.A. & M.A. program student will be able to

PO 1: To understand the value of money and seven theories understand the importance of economics

PO 2: To develop ability of understanding knowledge in the field of humanities.

PO 3: To develop ability of becoming cultured & good citizen of the country.

PO 4: To develop ability and efficiencies to get employment.

PO 5: To develop ability of Critical and creative thinking

PO 6: To develop ability of understand fundamentals values of Indian Constitution and culture.

Program Outcomes (B.Com. & M.Com)

After completion of B.Com. Program student will be able to

PO 1: Thorough knowledge about fundamentals of Commerce

PO 2: First-hand knowledge about general aspects of Financial Accounting.

PO 3: Ability to identify and record transaction, passing adjustment entries, construct financial statements and close the Books of Account at the end of Accounting Period.

PO 4: Ability to understand the principals and are of management.

PO 5: Ability to acquire entrepreneurship qualities and skill

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.mesacollege.org/pdf/Program_outcome_M_E_S.pdf
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The vision and mission statement of the college, itself clearly states the approach of the college towards the overall development of the students by attaining quality in higher education. College runs two Programs for Arts and Commerce stream and college has been constantly working on the attainments of the outcomes of the courses. At the entry level, students are classified in Advance Learners, Average Learners and Slow learners as per their result sheet of the last examination. Similarly, the College pays attention of measuring the level of attainment of POs, COs, PSOs for implementing of above stated programs as per plan of action. The college follows formal as well as informal mechanism for the measurement of attainment of the outcome and try to take necessary steps accordingly.

Attainment of programme outcomes and course outcomes are evaluated by the college as following.

1. Academic Calendar of the University: College is affiliated to Sant Gadge Baba Amravati University Amravati. The university prepared its Academic plan at the end of the academic for the next session and sends to all affiliated colleges.
2. Academic Calendar of the College: On the basis of academic calendar of the affiliated university, our college prepares its own College Academic Calendar and it is given to the all Head of the Department and teaching Staff.
3. Departmental Plan of Action : On the basis of college academic calendar, every department of the prepare its departmental plan of action for the upcoming session by including all programs and attainment of the Course Outcome (Cos), Course Specific Outcome (CSOs) and Program Outcome (Pos).
4. Teachers individual Annual Teaching Plan: Every Teacher of the college prepare his or her Individual Annual Teaching Plan for attaining the teaching and (COs), (CSOs) and (POs) objectives.

5. **Academic Diary:** College provides the Academic Diary to all teachers for recording all their Curricular ,Co-curricular, Extra curricular activities by which can attain the (COs), (CSOs) and (POs).
6. **Feedback from Students:** Feedback are taken from the students for assessing the (COs), (CSOs) and (POs).
7. **Meetings with Teachers:** The principal frequently organizes formal and informal Meetings with the teaching staff discusses on the course outcome, Course Specific Outcome and Program Outcome.
8. **Syllabus completion reports from the teachers:** Every teacher has to submit their syllabus completion report to the principal office at one month before of the completing teaching days. By which the principal comes to know the syllabus completion status and take necessary action for attaining the objectives of the (COs), (CSOs) and (POs).
9. **Semester-Wise Result Analysis Reports:** Every teacher has to present his subject result analysis to the principal office, after declaring the university result of the semester examination. As well as internal college examination, Unit test result, Internal Assessment report and computer practical internal assessment. All HODs have to submit the same reports to the Principal Office at the end of the academic year.
10. **ICT Based Teaching Method:** Along with above, suitable teaching methods, teaching ICT adds and proper teaching materials and other curricular activities such as Guest Lectures, Seminars, Group Discussion, Lecture on Communication skills Development, industrial visits, Environment Visits, Bank Visit etc. are planned and implemented for attainment the basic objectives of the (COs), (CSOs) and (Pos).

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.mesacollege.org/pdf/Program_outcome_M_E_S.pdf

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

110

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

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.mesacollege.org/pdf/SSS%20for%202020-21-converted.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)

NIL

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

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

NIL

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

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

01

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

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

11

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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	View File
List books and chapters edited volumes/ books published (Data Template)	View File

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

M.E.S. Arts and College Mehkar has not created a separate incubation centre but the various activities are organized to create research ecosystem and for developing the research culture for transfer of knowledge of research among the students as follows:

- Right from beginning the college has been inspiring and motivating to the students to take in curricular , co-curricular and extension activities for developing their research view and for their overall development. So many students of the college participated in various university level ,inter college level competitions, essay completion ,debate competition.
- Tours: Industrial visits, study tours, environmental tours are organized to learn the practical knowledge of the syllabus and solve their issues regarding the study.
- Guest lecturers of the eminent faculties have been organized by the various departments of the college, which is very much beneficial to the students of the college for developing their research knowledge and other activities.
- Youth Festival :Students have been encouraging to participate in youth festival every year which is organized by Sant Gadge Baba Amravati University, Amravati.
- Group Discussions, Students Seminars, Debate Competitions are organized by various departments of the college for providing the opportunities to the students to execute their talent and innovative ideas to share their knowledge.
- Infrastructural Facilities::The college provided academic and infrastructural facilities in terms of library resources, study room and internet access to the overall development of the students.
- Indoor and Outdoor Programs: Department of NSS organized NSS Special Camp every year and this department organized indoor

and outdoor programs for developing the research views of the students.

- The College has constituted research committee which motivated the teachers of the college to write research paper, to take part active part in National and International conferences and seminars.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Nil

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

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

02

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

108

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

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

NIL

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

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

NIL

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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.

As per the need of the college students and as per the expectation and requirement of the Sant Gadge Baba Amravati University, Amravati, the College has made available adequate physical and updated academic facilities and modern teaching ,learning environment to the overall development of the students. The total area of college is 1 Hector 21 R in which built up area is 6157.76 sq.mtr. The main building of the college had constructed in straight line having ground floor and first floor wherein Classrooms with all comfort seating facilities with good ventilation & light, well furnished Principal's office with attached well furnished meeting chamber with attached a small kitchen, well furnished and Administrative Office, well furnished meeting hall, Staff room, Separate common room for girls & boys, Meeting room, Department of IQAC, Language lab, Class rooms, seminar hall Computer Lab, ICT rooms, Urinals, Career Guidance cell, NCC and NSS Room. Entire campus of college is Wi-Fi enabled with broadband Internet facilities available for students and staff. College has two generators for continues power supply and avoiding any discontinues in teaching and learning process. The institute updates the infrastructure and learning resources facilities as per the changing requirement of the modern teaching, learning methods.

Class Room:-The College has well equipped 10 classrooms with sufficient and good quality furniture, lighting, fans, and audio-visual facility. College also has LCD projector for providing all kind of knowledge to the students in classroom as well as make students enthusiastic towards learning the curricular.

Seminar Hall: - The College has 2 seminar halls with adequate required facilities. just as ICT enabled facility, LCD Projector, adequate light, fans as well as seating furniture. Many students of the college have developed their stage daring and presentation skills bu using the power point presentation.

ICT Room: The College also has one ICT/virtual room with smart board, LCD projector, cameras, mike, speakers, pointers and learning management software. Teacher can make use of this facility for online education and prepare own educational videos. Students can attain the lecture at anytime anywhere on his mobile/computer.

Computer Lab: - The College has Computer laboratory having 40 computers. All computers are connected through LAN & broadband internet facility. These labs are designed to enrich the IT knowledge of the students. Computer lab is also having LCD projector facility. Computer Lab is fulfilled with required furniture and equipments.

Language Lab: - College also has Language lab for students to improve their communication skill, with 10 computer, headphones and required software and hardware. Language lab software is purchased by the institution for better teaching facility.

Library: The College has well furnished library with more than 30000 books, which include reference books, rare books, project report, Journals and magazines. College Library is computerized with library management software. Other facilities such as e-books, e-journals, online database etc are subscribed by the college library. There are various sections in library as circulation section, Periodicals section, Reference section, computer section for e-books, New arrival section, Stack room Newspapers etc.

The college also has separate common rooms for boys & girls. Also adequate drinking water facility with RO, separate urinals for boys & girls, canteen for students and staff, Hostels for girls, separate parking facility for students and staff etc are available in college campus. Total campus of college has lush green campus with many decorative plants and trees across the college. An entire campus of college including classroom is under CCTV vigilance so as to maintain proper discipline in college. Biometric machine is also available for staff. Beside classrooms every teacher has its own departmental cabin with computer, adequate furniture for personal guidance to students. Thus the institute provides healthy and hopeful learning environment to students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.mesacollege.org/pages/campus_photos.php

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

There are adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, and yoga in the college. The college has been molding the students in cultural and sports activities for overall development of the students in extra-curricular activities and Sports which made available to students in the college.

Sports: - The College made available better infrastructural and instrumental facilities for the indoor and outdoor games. Department of Physical Education encouraged students of the college for their active participation in various games by well guiding. Basketball, Volleyball, Athletics and Kabbadi Grounds are properly maintained. Number of Students participated in all Inter-Collegiate University, State and National level sports activities and competitions.

Indoor and Outdoor Games facilities are as follows in the institution.

There is a spacious playground which is back side of the college is alternatively utilized for playing and practicing of Kabaddi, Football, Badminton, Volleyball, Kho-Kho, and Cricket. There is a hall which is used for playing indoor games such as Wrestling, Chess, and Carom, etc. Our Sports unit have track record of getting medals and color coat in different sports activity at university/National level.

College has adequate facilities as well as equipment necessary for all indoor and outdoor games which are as follows:-

Sports Equipments and Facilities.

- 1) Exercise equipments
- 2) Sport Amenities
- 3) Wrestling facility

4) Push up Stand

5) Chess Equipments

6) Cricket Bat, Ball

7) Volleyball

8) Badminton Kit

9) Athletics equipments:

- Shot-put
- Discuss throw
- Javelined

Cultural Activities: -

The Cultural Department is one of the key assets in the college. All Cultural activities are helpful for fulfilling the vision and mission of the college. The college has believed that cultural activities are not only for entertainment but it is the major platform for exhibiting the hidden skills of the students, therefore cultural activities have played an major role in shaping the personality of the students and help them to provide a stage for their holistic development. The college has been encouraging the students by organizing various programs on variety different themes. College has adequate facilities for performing or organizing the cultural events.

The students participate in the inter-collegiate, state and national level cultural events and competitions.

Keeping this into Considerations College organizes one week cultural events and competitions namely as 'UNMESH' where students take lead to conduct and perform. College also promote to students for participating in cultural activity at college level as well as university level. The Institute organizes various program such birth anniversary of National leaders, various days, organizing street rallies for social awareness, collecting funds for helping the flood affected people in Sangli and Kolhapur Districts in Maharashtra, actively participated in Covid- 19 awareness programs and aware the rural people going to door to door, about Corona Virus, wearing mask, washing hands frequently, keeping social distancing, using sanitization etc. College has been organizing International Yoga days for students and staff every year and for keeping health in

well manner by doing exercise and Yoga activities daily. It is pride for us, our performance in cultural activities are outstanding in the last five years.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.mesacollege.org/pages/campus_photos.php

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

01

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

16

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.mesacollege.org/pages/campus_photos.php
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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)

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

An Integrated Library Management System is an automated package of library service that contain several functions such as Acquisition, classification, cataloguing of books, serial control etc. The College Library is partially automated by 'dotsoft' library management software which covers all the aspect of library management such as Acquisition, Classification, Cataloguing, OPAC etc. All the operation of library is performed through dotsoft software from 2017-18. College has purchased SOUL 2.0 library management software in year June 2018 which is extremely useful for library activity. Our library has very rich collection of more than 30 000 books. The process of digitization of Library using SOUL software is going on. Separate building is constructed for Library having size 3000 sqft. Reading room, Journal & Periodical section, Newspapers section, Reference section, Stack room, Computer section for e-book reading, Librarian cabin and Book circulation section has made separately in existing building. The library has more than 30000 books text and reference books for Senior College, 25 Journals, and 7 newspapers. Separate library webpage is created which is available on college website. It contents digital repository of syllabus, previous year question paper set, N-LIST resources link, competitive exam resources, online newspaper, link for free educational websites etc. This webpage also shows all the information of library departmental. The library is having active membership of INFLIBNET N-LIST consortia which provides 6000+ e-journals and 3200000+ e-books on various subjects

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://www.mesacollege.org/pages/library.php

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	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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)

0.86445

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Institute has computer maintenance cum ICT equipments assistance committee for regularly update institute IT facility. This committee maintains & updates available IT facilities of all the departments of the college. Institute regularly updates its IT facilities as per need of students, staff & technology including Wi-Fi at Periodic Intervals. Computer Lab with latest Software and Internet facility is available to the students. All faculties are facilitated with the ICT equipments for effective teaching learning. Faculties can use LCD projector, digital content creation room for effective teaching & learning. All the campus of institute is enabled with wi-fi facility. Institute has more than 75 computers at various departments distributed as follow

Computer Lab

40

Library

07

Language Lab

10

Office

05

Staff Room

10

Exam Section Laptop

01

Seminar Hall

01

Digital content creation room

01

Every computer of college is connected to the broadband internet with the speed of 20 mbps. Office of the institute is upgraded the internet facility to 100 mbps from sept. 2020. Computer maintenance cum ICT equipments assistance committee checks the need of every department about its maintenance & up gradation of ICT equipments to month of June of every year. Whenever necessary external technician is appointed for modification of ICT equipments. The Provision is made in the budget for annual maintenance & up gradation of IT facilities. The classrooms and seminar hall are fulfilled with all essential facilities like complete surveillance system, electrical power supply with Battery backup, LCD projectors as and when required. Administrative office of institution is given fulfilled with advanced admission software, scholarship software, auditing software, scanners, copier machine, printers etc for effective administrative working of college. Department of library also equipped with advanced library management software 'SOUL' which is useful for making digitization of library. Printers, scanners, copier machine are also given in the department of library. The steps like installation of anti-virus software periodically, formatting of computers and replacing of hardware of old computers to new computers are taken for maintaining and utilizing computers. Beside this internet facility institute also provide Dongle for office use, conference & any other related activities. Institutes also purchased mass communication system from college to students and staff through SMS software (Sunsoft Technologies). One virtual learning room or smart classroom is prepared at the institution in which faculties can create its own educational videos and send it students given login. This room is fully facilitated with LCD projector, cameras, mike, speakers, smart board and learning management software.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.mesacollege.org/pages/library.php

4.3.2 - Number of Computers

72

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

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)

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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.

The details of utilization and maintenance of physical, academic and support facilities of infrastructure are as follows:

Sr.

No.

Committees /Particular of Responsibility for providing Support Facility/ maintenance.

Nature of work

Name of the accountable for the assigned work/Support Staff.

1.

For College Infrastructure

College Campus Maintenance cum Development Committee.

- **Developing, maintaining, repairing, all kind of constructional work.**
- **Utilizing physical, academic and support facilities of the college.**

1.Dr. S.M.Dandade (Coordinator)

2.Dr.U.S.Kale

3.Dr.W.D.Golait

2.

For Computer Laboratory Services/Management/
Maintenance

Computers Maintenance Cum ICT Equipments Assistance Committee.

1. The e-material for study is preserved and availed to students.

1. To look after and maintain all computers of the college as well as college Computer Laboratory.

1. To make available to the teachers LCD projectors which are used for various purposes like online Classes, e-conferences, webinars , online students counseling etc.

1. The free Wi-Fi connectivity is provided at the campus as well as broadband connectivity is made available.

1. The LAN facility is provided at the computer laboratories and administrative office.

1. To understand any issue of the Computers Maintenance Cum ICT Equipments Assistance Committee and resolve it timely.

Shri G.D.Saoji(Coordinator)

Dr.Pravin Joshi

Dr.U.S.Kale

Shri Pratap Bibe

3.

For Library

Library Committee

- To maintain all the furniture of the library in well condition.
- To keep the library user friendly for the students.
- To keep the library premises clean, dust free and ventilated to the students.

- To keep clean regularly the library area, reading room and stack room .

- To make the library easy to the students and staff for referring various literatures, book lending, reading facility.

- The Library Management System (LMS) has made the library services easier.

- To make easy Online Book Services like N-List and Shodhganga to the students and staff.

- To make hassle free service of the books, or any literature to students as well as staff.

- To understand any issue of the students regarding Library issue and resolve it timely.

1.Dr.P.A.Joshi(Coordinator)

2.Dr.O.M.Gajbhiye

3.Dr.A.M.Patil

4.Dr.U.S.Kale

5.Shri G.D.Saoji

6.Shri P.D.Parihar

4.

For Sport Complex & Equipments

Sports And Games Committees

- To keep and maintain all sports equipments.
- To motivate and train and the players to participate in games/competitions organized at local, district, university and national levels.
- To make available first-aid-box while practicing the students.
- The college has large play ground which should be well maintained.
- The Indoor Games like kho- kho, Kabaddi, Carom sets, Badminton Chess and Yoga are regularly supervised by the trained instructors.
- All equipments of sports are kept prepared.
- Wrestling Mats are kept clean
- The grounds should be cleaned for practice and to conducted the games.
- Volleyball, Basketball, Soft Ball, Base Ball grounds should be well maintained.
- To understand any issue of the students regarding sports and physical and resolve it timely.

1.Dr.P.N.Humbad (Coordinator)

2.Dr.S.W.Padmane

3.Shri S.N. Maingd

4.Shri Pravin Joshi

5.

Classroom

- Classrooms should be cleaned by the appointed support staff
- Classrooms are used for college classes and college and university examinations.
- The college makes the optimum use of the infrastructure.
- Classrooms are used for multiple purposes during the holidays such as- for examinations of HSC board.
- The ICT classrooms are regularly supervised and maintained by the Computers Maintenance Cum ICT Equipments Assistance Committee.

1. Shri Dinesh Chavan (Peon)

2. Shri Madhukar Bhad

6.

Security Services

- To provide all kind of security.
- To stand at College Entrance Gate.
- Ask and enquire new person who come in college premises.
- To keep watch for well vehicle parking.
- Convey immediately to the Principal if any mishap in the college premises.

Shri Rahul Bhad

7.

Gardening

- To maintain all gardening work.

- **To supply water all plants regularly.**
- **Do all needful work for well maintaining the trees and plants of the college and greenery.**

Shri Madhukar Bhad

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.mesacollege.org/pages/campus_photos.php

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

232

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

232

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

File Description	Documents
Link to institutional website	http://www.mesacollege.org/images/video_lecture.png
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

35

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

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

04

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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****09**

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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****0**

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

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.****0**

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

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)

The basic aim and objective of the college is "Education of Life and Life For Making Responsible Students for the Nation" according to this soul of the college has been concentrating and striving to give shape to the personality of the students for their overall develop. Therefore it is must to give proper platform to the students for their representation at the all levels of the college. So our college involved in number of activities at college and society level. the college took the initiative to give representation to the students from 2015-16 onwards by taking them as members of the different college working committees just as Internal Quality Assurance Cell, Grievances Redressal Cell and Anti-ragging Committee, Discipline Committee, Library Committee, N.S.S. Committee, N.C.C. Committee, Sports Committee and Cultural Committee, Magazine Committee. The representative students played an active role in giving suggestions which have been considered by the committees for overall development of the college and college activates. And most of the programs are planned by the students which are monitored and executed by the students of the college. Students actively participated in the flag hoisting celebrations on 15th August and 26th January, participating in magazine committee, active participation and representation in Blood Donation Camp which is held by the N.S.S., N.C.C., Sports, Alumni Association The best example of the active participation of the students in all kind of curricular, extracurricular , extension activities programs which is run by N.S.S. department, N.C.C., Sports, Cultural and N.C.C. active participation of the students and effective implementation of the all programs, events by the students which is very helpful to the college for developing the quality of understanding the social responsibility and leadership among the students.

File Description	Documents
Paste link for additional information	http://www.mesacollege.org/pages/cultural.php
Upload any additional information	View File

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

06

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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)	View File

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

M.E.S. Arts and Commerce College, Mehkar has established in 1961. It has completed Sixty years during this period thousands of the students benefitted by taking education through this College which is located in rural area of Buldhana District of Maharashtra. Our college played a very vital role in educating the students of this rural area. Thousands of alumni of this college have acquired a good position in the society and many students of this college are well known in their respective fields i.e. Army, Banking Sector, Politics, Insurance Sector, Education field, Judiciary, Agriculture, Literature, Govt. Offices, Sports, Business and Industry, Social Work. The Alumni Cell of the college has been organizing 'Alumni Meet' every year, and all alumni light on their

Alumni Association organized the following activities:-

1. Organized Tree Plantation Program
2. Guest lecturers of the subject experts to guide the students.
3. Organized Blood Donation Camp every year and many alumni took active part in the Blood donation camp and also donate their blood which is provided to the poor and needy people.
4. Alumni Association gave career guidance to the admitted students, academic planning, placements etc.
5. Many of our alumni are Government Servant, Businessmen, Industrialist all of them guided and shared their knowledge as well as their expertise of their respective field, with the students.

In short, Alumni Association of our college has been playing very cooperative role in the holistic development of the college by supporting all kind of help, time to time.

File Description	Documents
Paste link for additional information	http://www.mesacollege.org/pages/alumni_invitation_card.php
Upload any additional information	View File

5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	View File

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

Our College is run by Mehkar Education Society, Mehkar. Which was established in 1961. The vision and mission of our college are totally students centric and our college believes that Education for life and Life for creating responsible citizens for the nation.

The vision of our college is “To Become One of the Best Human Development Resource Institutions By Attaining Quality and Excellence in Higher Education.”

And mission of our college is “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”.

File Description	Documents
Paste link for additional information	http://www.mesacollege.org/#
Upload any additional information	View File

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

Decentralization and Participative Management in the College was fully involved to success the National Level workshop at all the levels starting from the Management, to the Governing Body of Mehkar Education Society Mehkar and CDC/Staff Council and IQAC of the college.

Meetings with Management Members, Seven Quality Circles, teaching and non teaching staff are regularly organized by the I.Q. A. C. and all decisions have been taken and implemented effectively. The necessary efforts and works of the college were monitored and completed by Management of the Society, The college, various departments of the college and I.Q.A.C.

1. Management: The Governing Body played a very vital role in preparing policy decisions and making strategic planning and guiding to all teaching and nonteaching staff of the institution. All suggestions of governing body regarding to make successful the NAAC Workshop were accepted and implemented.

2. The College: - For implementing the vision and mission of the college, The Principal of the college who is the apex and head of the academic and administrative of the college and also he is the chairperson of the I.Q.A.C. makes action plan for quality enhancement and overall quality development of all stakeholders of the college by getting the policy guidelines from the Governing Body

and suggestions from the I.Q.A.C. as well as LMC, head and conveners of the departments and various committees.

3. Departments of the college- The head of the various departments pay attention to implement the various departmental activities as per the plan of departmental plan of action and he is the fully responsible for the routine management of the Department.

Process of Decentralization and Participative Management:

This mega event shows the Participative Management at the institute.

Various committees of teachers of the college on the basis of their capability were formed by the I.Q.A.C. (I.Q.A.C. Meeting which was held on 16.01.2020) for smoothly conducting the workshop and for making successful event, This mega event shows the Participative Management at the Institute.

File Description	Documents
Paste link for additional information	http://www.mesacollege.org/#
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Plan of Action for the Academic Year - 2020-21

1. To fill up the AQAR for the year 2020-21.
2. To Prepare Self Study Report for facing the 2nd Cycle of NAAC.
3. Academic calendar for the year 2020-21 will be prepared by IQAC for semester pattern.
4. To make MOUs with necessary institutions.
5. To start faculty interchange programs.
6. To start value added Courses.
7. To Start Certificate Courses.
8. Sensitization programs on cross cutting issues like human values, environment, gender and professional ethics will be organized.
9. Department of the IQAC ensure that departmental calendar for academic and extracurricular activities are followed by the departments of the college.
10. 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 organized by various departments of the college.

11. IQAC will organized computer training program for the administrative staff and also ICT teaching methods will be taught to the teachers.
12. Remedial classes will be taken for the slow learners.
13. Examination results will be analyzed.
14. Feedback will be taken from students, parents, alumni. IQAC will take proper steps getting suggestion in feedback and feedback will be analyzed.
15. IQAC will emphasis on ICT based teaching learning.
16. 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.
17. Books exhibition will be arranged for the students by the dept. of Library.
18. All programs regarding to the development of the students, teachers, administrative staff will be conducted.
19. Planned programs will be implemented. etc.
20. Sports competitions will be organized.
21. Yoga and Fitness workshop will be organized.
22. Organize workshop on NAAC Process.
23. Conduct Gender audit, Green Audit and Energy audit of the college campus.
24. Teaching learning process: ICT- based classroom teaching will be enhanced, the use of Smart boards which will be used effectively.
25. The experts lectures in various subjects will be organized.
26. To organize National Level One Week Faculty development program
27. To organize National Level Essay Competition
28. To Organize National Level Interdisciplinary Conference
29. To organize State Level Essay Competition
30. Teachers will be motivated to prepare research projects proposals to submit to the funding agencies like ICSSR.
31. Infrastructural requirements in the form of classrooms, laboratories and instruments will be enhanced as per the need.
32. Quality Assurance Cell: Performance based Appraisal system will be implemented more effectively for the Teaching faculty as per new UGC Guideline 2018
33. Training program for the administrative staff will be organized, to more improve the administrative work.
34. To enhance the greeneries in college premises.
35. To create healthy atmosphere and to facilitate students by using ICT and advanced technology.

36. To construct the college ground with pavers/ blocks.
37. To construct the College Entrance Gate.
38. Online Classes and online feedback process will be adopted more effectively and will be made accessible.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.mesacollege.org/pdf/MES%20PERSPECTIVE%20PLAN-%20(2016-17%20TO%20%202020-21).pdf
Upload any additional information	View File

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.

Administration of Mehkar Education Society Mehkar:-

The Governing Body:

The Mehkar Education Society, Mehkar shall be administered, controlled and supervised by the Governing Body. It consists as eight office bearers as following:-

1. President of the Society.
2. Two Vice -President of the Society.
3. Secretary
4. Treasurer
5. Three members.

Administration of the College:

M. E. S. Arts And Commerce College, Mehkar District Buldhana (Maharashtra) was established in 1961 under the Mehkar

·College Development Committee (Formerly Local Managing Committee)

The College Development Committee was constituted in place of local managing committee (LMC) through Maharashtra Public Universities Act, 2016.

The following are the members of CDC:

1. M.E.S. Arts and Commerce College Mehkar

COLLEGE DEVELOPMENT COMMITTEE (C.D.C.)

Sr.

No.

Office Bearers of C.D.C.

Name of the Office Bearers of C.D.C.

01.

**Chairperson of the management or his nominee ex-officio
Chairperson**

Shri R.S. Awasthi

(Hon. President of Mehkar Education Society Mehkar)

02.

Secretary of the management or his nominee

Shri H. H. Soman

(Hon. Secretary of Mehkar Education Society Mehkar)

03.

One head of department, to be nominated by the Principal

Prof. Dr. O.M.Gajbhiye

04.

**Three teachers Representative in the college (amongst
themselves out of whom at least one shall be woman)**

- 1. Prof. Dr. U.S. Kale (Male)**
- 2. Dr. S.W. Padmane (Male)**
- 3. (Female)**

05.

one non-teaching representative

Shri P.R. Bibe

06.

four local members, nominated by the management in consultation with the principal, from the fields of education, industry, research and social service of whom at least one shall be alumnus

1. Shri Vaibhav Mahajan
2. Shri M.K. Nirkhi
3. Shri Ghanshyam Joshi
4. Shri Kishor Garode (Alumnus)

07.

Co-coordinator, Internal Quality Assurance Committee of the college

Dr. Wasudeo D. Golait

08.

President Secretary of the College Students' Council

Vacant

09.

Secretary of the College Students' Council

Vacant

10.

Principal of the college or head of the institution.

Dr. Ganesh N. Parihar

NAAC SEVEN QUALITY CIRCLE

(NAAC SEVEN CRITERIA CONVENERS)

NAAC

Criteria

No.

Criteria

Name of the Criteria Conveners

I

Curricular Aspects

Asst. Prof. S. N. Maind

II

Teaching- Learning and Evaluation

Prof. Dr. S. M. Dandade

III

Research, Innovations and Extension

Prof. Dr. Dr. U.S. Kale

IV

Infrastructure and Learning Resources

Dr. P. A. Joshi (Librarian)

V

Student Support and Progression

Dr. S.W. Padmane

VI

Governance, Leadership and Management

Asst. Prof. G. D. Saoji

VII

Institutional Values and Best Practices

Dr. P.N. Humbad (D.P.E.)

- Role and Functions of IQAC :-
 - To play a role as catalyst for the overall academic and administrative development of the College.
 - To promote to organize various programs /activities related to student progression and support.
 - To pursue the efforts for excellence in teaching-learning and research among the faculty, staff, students and all related stakeholders.
 - To enhance the quality of staff by promoting and encouraging over all faculty development.
 - To adopt policy of decentralize the work culture in the college.
 - To promote quality education in the college and monitor the teaching learning process in the college.
 - To motivate to organize faculty development programs.
 - To promote research work among the faculties and students.
 - To develop quality benchmarks for various academic and administrative activities of the college.
 - To facilitate the learner-centric environment for quality education in the college.
 - To inspire teaching faculties to adopt required knowledge and technology for participatory teaching and learning process.

Recruitment:

Our college follows all regulation of U.G.C. guidelines and Maharashtra State Policy for new recruitments.

- Role & Duties of the Administrative office/Non Teaching Staff

Office Superintendent

The OS is responsible for checking all accounts, maintenance of records, duties related to admission procedures and Correspondence relating to the administration of the College.

Administrative Staff

Administrative Staff comprises of Head clerk, senior clerk, junior clerks and manual staff who works under the guidance of the office superintendent.

- Every one of non-teaching staff of the college shall discharge his/her duties efficiently and diligently to match with the administrative standards and performance norms laid down by the U.G.C/University/College /Management from time to time.
- Maintain their professional knowledge & skills updated himself/ herself professionally for the proper discharge of duties assigned to him/her.
- Must join/attend the duty punctually every day.
- Assist in carrying out functions relating to the administrative responsibilities of the college and the university such as: assisting in appraising applications for admission, advising and counseling students as well as assisting the conduct of university and college examinations, including all types of Examination works.
- Respect the right and dignity of the student for assisting them any kind of help/guidance etc.
- Speak respectfully and Behave with polite to the everyone of the college.(The Principal, teachers, Students ,visitors, parents etc.)

File Description	Documents
Paste link for additional information	http://www.mesacollege.org/pdf/POLICY%20DOCUMENT%20OF%20M.E.S.%20ARTS%20AND%20COMMERCE%20COLLEGE%20MEHKAR.pdf
Link to Organogram of the Institution webpage	http://www.mesacollege.org/pdf/6.2.2%20ORGANOGRAM%20OF%20INSTITUTION-%20PDF%20Final.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

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

College teaching and non teaching staff has been provided welfare scheme as per the rules and regulations of Government of Maharashtra and SGBAU, Amravati. Governing body has various schemes to provide welfare to staff as follows.

- **WELFARE SCHEME FOR TEACHING STAFF :**
 - Casual leaves as per norms of SGBAU, Amravati.
 - Duty Leaves are granted all staff to attend Orientation, Short term, Refresher Programs, FDP, Evaluation and Exams etc.
 - First Aid Facility is available.
 - Grievance Redress Mechanism is present.
 - Ladies staff can avail maternity leave as per government rule.
 - Important festival event conducted/Celebrated to all teaching and non teaching staff.
 - Duty leaves granted for teaching staff to attend seminars and conferences.
 - Complete support and assistance is provided to the faculty for pursuing higher studies. • Medical reimbursement facility is available for teaching and non-teaching staff. •
 - The College felicitates employees and their wards for special achievements in various fields.

- Financial requirement of the staff is fulfilled by Mehkar Vaitanik Co-op. Society, Mehkar. (Which has been established by the staff of all Institutions of Mehkar Education Society, on Co-operative basis.)
- **WELFARE SCHEME FOR NON-TEACHING STAFF:**
 - Casual leaves as per norms of SGBAU, Amravati.
 - Duty Leaves are granted all staff to attend Orientation for non teaching staff,
 - First Aid Facility is available.
 - Grievance Redress Mechanism has formed
 - Ladies staff can avail maternity leave as per government rule.
 - Important festival event conducted for all staff.
 - Complete support and assistance is provided to the non- teach staff .
 - Medical reimbursement facility by Govt. is available also for non- teaching staff.
 - The College felicitates employees and their wards for special achievements in various fields.
 - Financial requirement of the staff is fulfilled by Mehkar Vaitanik Co-op. Society, Mehkar. (Which has been established by the staff of all Institutions of Mehkar Education Society, on Co-operative basis.)

WELFARE SCHEME FOR STUDENTS:

- Government Scholarships
- Gifts and Awards are given by the college those students whose performance was outstanding in Curriculum and Extra Curriculum and in extension activities.
- Academic Books freely provided to the poor students.
- Adaptation of orphan children of farmers who committed suicide.

File Description	Documents
Paste link for additional information	http://www.mesacollege.org/#
Upload any additional information	View File

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	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

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

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

Performance Appraisal System is the most methodical way of evaluating the performance of teachers of the college. It makes the teachers more effective for his or her performance. It also inspires the teachers to undertake researchbased work to enhance their knowledge and develop themselves for their betterment and also for the students. Right from beginning, the college has been following UGC's Performance Based Appraisal System (PBAS) for the teaching staff. The teachers of the college filled their PBAS forms at the end of every academic year and submitted to the Principal office of the college. Self-Performance Based Appraisals of the teachers are scrutinized by screening committee of the college. After assessment and verification by the Principal and I.Q.A.C. Coordinator these Self-Performance Based Appraisals forms are used for the placement and promotion of the teachers for Career Advancement Scheme. The Performance Appraisal System is conducted centrally by the Directorate of Higher Education. The placement Selection cum evaluation committee is appointed by the university by considering the letter of the principal, in which consisting Vice-Chancellor Nominees, Subject Experts and State Government Representative, Principal and representative of the management again checked and reviewed the Performance Based Appraisals forms of regarding teachers who are placed for Career Advancement i.e. AGP 6000 to 7000, (Senior Grade) AGP 7000 to 8000 (Selection Grade) AGP 8000 to 9000 for Associate Professors and AGP 9000 to 10000 for Professor Grade. After completing all assessment of the teachers file it is sent to the Directorate of Higher Education for further necessary action.

Non-teaching staff is not given any appraisal format as their promotion is based on a seniority basis which is conducted by the

Department of Higher Education from time to time. However, to make the non-teaching staff aware of different advancements made in the official matters, they are deputed for various training programs to enhance their potentiality.

All full time appointed teachers submitted their Self-Performance Based Appraisal System forms and the following teachers are placed in Career Advancement Scheme in last five years.(2016-17 To 2020-21)

File Description	Documents
Paste link for additional information	http://www.mesacollege.org/pdf/annual_self_appraisal.pdf
Upload any additional information	View File

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

The financial audit of the college is completed by the external authorized auditor which audit is carried out properly by the Auditor which has appointed by Governing body of Mehkar Education Society, Mehkar for the auditing of the systematic checking of the operations and transactions of the financial matters of the college, which is conducted in regular time to time and Audit report and its concerning matters is discussed with management body and whatever suggested complains by the auditor are fulfilled immediately. As well as Joint Director of Higher Education, Amravati Division Maharashtra conducts audit of the college annually and all suggestions have been followed in time.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The College generally gets funds from following Sources:

- The College gets the financial assistance/fund from the Government in the form of salary grants for aided courses only. (Salary and non-salary grants from Government of Maharashtra.)
- Fund received from Self Financing Courses.
- Financial assistance received under SC/ST/OBC and EBC scholarships from government
- Financial assistance received from affiliating university for sports & students development.
- Financial assistance received from affiliating university for National Service Scheme (N.S.S.)

The college strategies for mobilization of funds and the optimal utilization of resources as following:

- The principal calls meeting for making policy for mobilizing resources and ensuring transparency in financial management of the college and allocation of the budget.
- The College prepares the budgetary plan.
- The mobilized fund is optimally used by the college.
- The budget is monitored by the principal.
- The salary grants are spent on the staff members as per the

norms of the Government and every year, the assessment has been done by the Director and the Joint Director of Higher Education Office.

- The college mobilizes funds by generating funds through various resources for mobilization such as Scholarship, Library Fees, Games & Sports Fees, College Exam Fees, I Card Fees & Cycle Stand Fees, College Magazine Fees , fees collection on Admission heads.
- College also gets fund for N.S.S. and N.C.C. scheme and external audit is done of the same.
- The audited statements of Income and Expenditure are prepared by the auditors.
- The grants which are received for the purpose is utilized for the same.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Internal Quality Assurance cell (IQAC) is established on 10th July 2013 with Vision and Mission for developing the quality culture in the functions of the college. IQAC is one of the major policy making and implementing Cell in our college. It has been striving hard for upgrading best practices for creating quality in teaching and learning process , upgrading the college infrastructure and all support facilities . It assesses and suggests the parameters of quality education.

The IQAC mainly focuses on:

- Work as the Vision and Mission of the college.
- Suggesting the quality policies.
- Documentation
- Continuous improvement evaluation

Aims and Objectives:

1. To adopt and implement all needful and best practices for making college as "College with Potential for Excellence."

2. To develop a mechanism for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
3. To develop a system to monitor, direct and supervise the various departments, College Committees Cells in the institution.
4. To create a student-centric teaching-learning environment.
5. To do analysis of work of various internal College committees and promote a quality work culture in the institution.
6. Motivating for Interdisciplinary and collaborative research work.

Following are the Some contribution of the IQAC

1. USE AND ENRICHMENT OF ICT INFRASTRUCTURE:

- IQAC of the college always encouraged teachers to utilize ICT tools in classroom teaching practices.
- IQAC prepares the plan to include the use and enrichment of ICT infrastructure expecting from each departments.
- The IQAC has advised the administration to develop ICT infrastructure.
- IQAC has trained teachers and non- teaching staff to use ICT by arranging different workshop i.e.
- IQAC provided all detailed guidelines about developing and using the Google Classroom, online classes, teaching Videos.
- The feedback system is used to take the review of reliability and uses of ICT facilities in teaching and learning of the college.

1. FEEDBACK SYSTEM:

Feedback is also collected from students, Teachers, Parents and Alumni. The collected feedbacks are scrutinized; data analyzed and utilized for quality enhancement and improvement in various aspects such as curriculum enrichment, college infrastructural facilities etc., which is beneficial for creating quality.

1. IMPLEMENTATION OF GREEN PRACTICES IN THE CAMPUS:

2. The IQAC proposed to initiate various green practices to maintain eco-friendly college campus through the activities etc. Green Audit, Environment Audit and also Energy Audit have been implemented for last five years. N.S.S., N.C.C. and Alumni Departments organized various programs every year just

as : Tree Plantation and caring , Plastic Eradication, Clean and Beautiful Campus. Due to these all practices, college campus becomes eco-friendly, pollution free and Social awareness is developed among the students.

File Description	Documents
Paste link for additional information	http://www.mesacollege.org/pages/min_of_mee_t_ATR.php
Upload any additional information	View File

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

1 Mechanism to Monitor Teaching-Learning Process:

- For monitoring teaching and learning, at the outset, the IQAC prepare the College Academic Calendar on the basis of the University Academic calendar to plan yearly teaching - learning process.
- The Principal organized the meeting with HODs and faculties to review on result of the last year's university examination and wherein allotted the syllabus to the teachers.
- All departments of the college prepare its departmental plan of action, annual calendar and teaching plan, Course plan on the basis of the College Academic Calendar, teaching plans and discuss them among its faculty members, to fulfill the objectives of the curriculum delivery.
- Head of the Department of the college designs Time Table for all Under Graduation and Post Graduation programs as per college and university directions, at Department level - teacher wise-class wise.
- It is displayed on notice board and college website.
- At the beginning, Teachers of the college introduce the curriculum i.e. contains of syllabus, Question paper patterns, course outcome, program outcome, University Examination and evaluation process to the students.
- Teachers executed their course deliverables as mentioned in

Teaching Plan.

- The curriculum delivery is timely & effectively conducted by Class lectures, ICT based lectures, by providing study materials, Notes etc.
- Students are taught by Power Point presentations to make easy the any kinds of difficult topics and in this way enable the students to understand the topics easily.
- For active participation of students quiz, debate, group discussion, are organized in the Department, Apart from regular classes tutorials or extra classes are taken for enhancing the knowledge of students.
- 2) Promoting the usage of ICT and Innovation in Teaching-Learning Process.
- Besides regular classroom learning and innovative teaching methods, following activities are practiced: Organized Industrial visits Organized Guest lectures on innovative, advanced and curricular topics by the eminent experts and academicians.
- Organized Bank Visits
- Students are sent to various university level competitions.
- Motivated the students to participate in Students ICT Seminars.
- In teaching - learning process, modern days ICT aids are used for effective academic development.
- Faculty development through subject based workshops, orientation programs, seminars and conference program.

3) Infrastructure development :

- College New Building Constructed
- Special Faculty Wise Departmental Chambers with all ICT facilities.
- New Seminar Hall
- ICT Based Classroom
- Smart Classroom
- Ladies Hostel
- The college is certified with ISO

4) Structured Feedback System is developed:

- Feedback from Students about Teachers, Curriculum and infrastructural facilities for improving teaching and learning

process.

- Feedback from Faculties about curriculum for reviewing the present syllabus.
- Feedback from parents about knowing their opinion about overall College infrastructure and teaching and learning performances of the teachers etc.
- Feedback from Alumni for getting their ideas and suggestions to more improve the college infrastructural facilities etc.

5) Research Promotion:

- Most of the faculty members have completed their research work leading to PhD. Degree.
- Recognized Research Centre for PhD degree have been proposed in English, History, Economics and Commerce.
- 33 research papers have been published by different faculty members in conference, seminars, proceedings and journals.
- One faculty member have availed the facility of Minor Research Projects of the UGC.
- Five faculty members have got recognition as PhD supervisors.

6) Alumni Association:-

- Alumni Association has been registered in the year 2019.
- Alumni meetings are time to time organized.

File Description	Documents
Paste link for additional information	http://www.mesacollege.org/pages/video_lecture.php
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of 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	http://www.mesacollege.org/pages/naac_aqr.php
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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**

Gender Sensitization Cell of the college prepare action plan and conducted the programs for the girls students as well as boys students. College provided facilities for the girls students for their safety and security just as college installed CCTV cameras in the college premises as well as all classes. Girls students and boys students have separate Common Rooms, separate toilets with all amenities and college has provided the sanitizer napkins for the girls students and it installed in girls common cum toilet room. college has made compulsory to all students to follow all the code of conduct of the college. ragging is strictly prohibited and security guard has been appointed at the entry gate of the college by the safety point of view.

File Description	Documents
Annual gender sensitization action plan	http://www.mesacollege.org/pdf/7.1.1%20%20Measures%20initiated%20by%20the%20institution%20for%20promotion%20of%20gender%20equality%20during%20the%20year-compressed.pdf
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	http://www.mesacollege.org/pdf/7.1.1%20Criteria%20VII-Final.pdf

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

All kind of solid and liquid waste are collected in dustbins separately from all sources. The bins have been strategically placed so that they can be accessed easily in the corridors, open spaces etc. All staff members and students are informed to put all waste in the bins only and all waste collected and all are put in the pits of the backside of the college, for producing compost. In this way produced compost is used for the plants of the garden of the college. The useful collectibles are usually packed and bagged into various categories and sold to waste scavengers. Mobile plastic dustbins of different sizes are used for waste collection. And which waste is not be used for producing compost is put in the Ganta Gadi for collection of waste of Municipal Council of Mehkar.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	http://www.mesacollege.org/pages/campus_photos.php
Any other relevant information	No File Uploaded

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. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

C. Any 2 of the above

- 1.Restricted entry of automobiles
- 2.Use of Bicycles/ Battery powered vehicles
- 3.Pedestrian Friendly pathways
- 4.Ban on use of Plastic
- 5.landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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

A. Any 4 or all of the above

following 1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green
campus recognitions/awards 5. Beyond the
campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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 College Strove hard to imbibe harmony and tolerance towards

social, cultural, communal socioeconomic, patriotic, regional, linguistic, and other diversities through following distinctive activities, programs and practices:

- Many stakeholders from diverse backgrounds participated in the college activities like academic, administration all these are the unique example of inclusive environment in the college.
- Our College strictly followed the reservation Policy of the Government and as per reservation policy students belonging Category of SC, ST, OBC, Open are been admitted.
- The Constitution day is celebrated sensitizing students about the constitution of India and creating awareness about practicing social harmony.
- Our college has National Service Scheme (N.S.S.) Unit approved intake capacity for 150 students. As well as has National Cadet Code (N.C.C.) Unit which is approved by 11 Maharashtra Bataliyan which have intake capacity for for 160 Students. Various activities for social awareness and communal harmony have been organized by college N.S.S. and N.C.C. units throughout the year.
- A special camp for seven days is organized every year by N.S.S. in the adopted village. In those seven days various social, Cultural and intellectual activities have been organized by these activities students can see the actual life of the poor farmers and villagers, National integrity is imbibed among the students.
- The cultural Department of our college takes initiative with the mission of developing the academic and cultural talents of the students. All cultural programs or activities activate the students for showing their hidden talent. It is great platform to the students to boost their confidence, to develop their stage daring and most important to develop the feeling of inclusiveness and national integrity.
- Some prominent events include International Yoga Day, Constitution Day, World Women's Day, Ozon Day, World Water Day, Teacher's day have been organized during the academic year.
- The department of Marathi language organizes activities for linguistic harmony like 'Marathi Rajbhasha Din every year.
- The department of English language also organizes activities for linguistic harmony like 'Marathi Rajbhasha Din every year.
- The commemorates days and birth anniversary of national great heroes organised just as Shivaii Maharaj , Gadge Maharaj, Mahatma Gandhi, Vallabhbbhai Patel, Dr Abdul Kalam, Dr. Babasaheb Ambedkar, Pandit Javaharlal Nehru, Mahatma Phule, Savitribai Phule, Lal Bahadur Shastri etc.

- The renowned orators are invited from the society, on such occasions who throw light on the national unity, integrity and communal harmony.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

- As per our the vision and mission of the college, we are committed to provide values, rights, duties, responsibilities, educational opportunities irrespective of the caste, creed and gender of citizens
- Our college prepared code of conduct for teaching and non-teaching staff and students and core values which all uploaded on our college website.
- We introduce all code of conduct to the newly admitted students in 'Welcome Fresher's Program.
- I.Q.A.C. of the college has composed various committees as Anti Ragging & Discipline Committee, Students Grievance & Redressal Cell for boys Students as well as Girls Students, Sexual Harassment Cell and Staff Grievance and Redressal Cell due to all committees everyone knows the importance of the human values and it is helpful to enhance human values among students as well as teachers.
- The college conducted various programs like Voter's Awareness Program, Constitutional Day, Human Rights Day, Program on Intellectual Property Rights, Program of Right to Information Act, etc. throughout the year which inculcate values for being responsible citizens.
- Every year preamble of the constitution is read in the program of Constitution Day which is held on 26th November.
- On the occasion of the Birth Anniversary of Dr Babasaheb Ambedkar, The eminent orators are called on this celebration,

and they throw light on the human values and constitutional obligations.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	View File

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 **A. All of the above**

4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
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	View File
Any other relevant information	View File

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

Birth/Death Anniversary of Great and Renowned Indian Personalities:

The college observes Birth/Death anniversary every year of the Indian national heroes such as;

- Dr.S.R.Rangnathan Jayanti 9th August**

- Late N.G.Deshpande Jayanti 21st August
- Acharya Vinobha Bhave Birth Anniversay - 11th September
- Dr.S.R.Rangnathan Death Anniversary - 27th September
- Maharashtra Hutatma Din - 21st November
- Maharashtra Hutatma Din - 28th November
- Dr.B.R.Ambedkar Death Anniversary 6th December
- Savitribai Phule Jayanti & Mahila Mukti Din - 3rd January
- Jijau Ma Saheb Birth Anniversary - 12th Jan.
- Netaji Subhashchandra Bose - 23rd January
- Hutatma Din - 30th January
- Chhatrapati Shivaji Maharaj - 19th Feb. Mahatma Jyotiba Fule - 11th April
- Dr.Baba Saheb Ambedkar Jayanti - 14th April
- Maharana Pratap Jayanti - 13th June
- Rajmata Jijau Smruti Divas - 17th June
- Rajshree Shahu Maharaj - 26th June.
- Shahir Annabhau Sathe - 1st Aug.
- Dr.S.R.Rangnathan Jayanti - 9th August
- Late N.G.Deshpande Jayanti - 21st August
- Dr Radhakrishnan Birth - 5th Sep.
- Mahatma Gandhi Birth Anniversary - 02nd Oct.
- Dr A P J Abdul Kalam Birth Anniversary - 15th Oct.
- Pandit Jawaharlal Neharu - 14th Nov.
- Gadge Baba Death Anniversary- 20th December
-

The motive behind the programs such anniversaries to remind their great work and adopt the values and principles for inculcating moral and human values and to receive motivation from the lives of the great heroes.

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- Gadge Baba Death Anniversary- 20th December

The motive behind the programs such as anniversaries is to remind their great work and adopt the values and principles for inculcating moral and human values and to receive motivation from the lives of the great heroes.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	View File

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 No.1 :

Title of the Practice : Prize distribution ceremony 'I Can' for the student and Staff on 26th January of every year.

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.

Best Practice No.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 realized 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 Vivekananda 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.

File Description	Documents
Best practices in the Institutional web site	View File
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

M. E. S. Arts And Commerce College, Mehkar Institutional Distinctiveness:-

Ø M.E.S.Arts And Commerce College, Mehkar District Buldhana (Maharashtra) was established in 1961 under the Mehkar Education Society Mehkar Dist. Buldhana (M.S.) is a profound educational movement offering K.G. To P.G. education since last 60 years to the rural students of Mehkar region.

Ø The M.E.S.Arts And Commerce College, Mehkar District Buldhana (M.S.) is Grantinaid College located in rural area of Buldhana district.

Ø The college is affiliated to Sant Gadge Baba Amravati University, Amravati (Maharashtra), a state university.

Ø The college is recognized under the section 2 (F) and 12 (B) of UGC act. Besides the conventional Arts Commerce (U.G. P.G.) streams.

Ø Previously, the college has undertaken one assessment and accreditation cycles of NAAC and accredited with 'C ++ ' grade.

Ø The majority of the students admitted in this College come from the rural, economically backward and agriculture background for whom higher education is still out of reach. Apart from teaching, learning and research activities, the college is always keen to imbibe the co curricular, social, environmental and cultural values among the students.

Ø The management of this institution always strives to create well trained and socially conscious graduates by providing excellent

infrastructure and the environment that promotes learning.

Ø M.E.S. Arts and Commerce College, Mehkar aspires to become an institution known for :-

- 1) First higher educational institution in Mehkar Taluka of Buldhana District of Maharashtra.
- 2) Having the facility for rural students for ARTS AND COMMERCE higher Education.
- 3) Thousands of students have been shaped their career process is continuous.
- 4) Regular Teaching Classes.
- 5) Highly Qualified and Motivated Teaching staff.
- 6) Effective coordinating between teaching and research.
- 7) Providing quality education with a minimal fee structure as per S.G.B. Amaravati University.
- 8) Promoting academic, moral, Self depending, ethical, physical and cultural holistic development of students.
- 9) Preparing students according to competitive present era.
- 10) Academic and professional development of teachers and staff.

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

The College has adopted following procedure for effective delivery of the curriculum of the university.

- For achieve effective and efficient curriculum planning and implementation therefore the college prepared the academic calendar commencement of the every academic year.
- As per the University Calendar of the Sant Gadge Baba Amravati University Amravati, At the starting of the session, Academic Calendar of the college has been prepared in which comprised curricular, co-curricular and extracurricular activities for effective implementation and delivery of the curriculum, By taking in consideration of the National and State holidays.
- All departments of the college prepare it's departmental plan of action, annual calendar and teaching plan, Course plan on the basis of the College Academic Calendar, teaching plans and discuss them among its faculty members, to fulfill the objectives of the curriculum delivery.
- Head of the Department of the college designs Time Table for all Under Graduation and Post Graduation programs as per college and university directions, at Department level – teacher wise-class wise.
- All teaching staff prepares their own annual individual teaching plan.
- At the beginning, Teachers of the college introduce the curriculum i.e. contains of syllabus, Question paper patterns, course outcome, program outcome, University Examination and evaluation process to the students.
- The curriculum delivery is timely & effectively conducted by Class lectures, ICT based lectures, by providing study materials, Notes etc. S

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.mesacollege.org/pdf/REVISED%20COLLEGE%20ACADEMIC%20CALENDAR%20-2020-21.pdf

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

Response :- yes

Continuous Internal Evaluation (CIE) is the integrate part of the teaching and learning system therefore M.E.S. Arts and Commerce College, Mehkar follows guidelines of Sant Gadge Baba Amravati Uninversity,Amravati for internal evaluation and assessment procedure.

Internal evaluation of the students is done by the all teachers of the college for their subject. The College introduces the process of evaluation to assess the performance of the students to the students starting of the every academic year.

Continuous Internal Evaluation (CIE) system at the College level.

The College adopted following procedure for internal assessment.

The College has introduced Continuous Internal Evaluation of students and teachers performance at the college level.

- **Evaluation of Students by Teachers:**
 1. Organizing Regular two unit tests for every single unit for each subject, as well as Surprise test & Quiz are conducted.
 2. Regularly slow learner are monitored of improvement in their performance as well as the fast learners are encouraged by reviewing their performance.
 3. Industrial visit and environmental study tours are arranged.
 4. Evaluation of the students are done by organizing Group discussions, Seminars and guest lecturers regularly.
 5. Staff meetings are conducted periodically to review the evaluation process

6. As regards making the newly entered students aware of the system, classroom awareness sessions are conducted in each faculty programme by teachers.
7. Prior announcements are made in the college notice board about the details of the tests/project work/internal assessment, practical, term end, annual and university examinations.
8. The pattern of examination is explained by subject teachers in the classrooms.
9. The previous examination question papers are made available to the students by teachers/in College library.
10. The students are informed about class tests and assignments in the class and also through the display notice boards.
11. All faculties conducting tutorial classes to clarify doubts and again explain the hard and critical topics.
12. Display all results of unit tests marks after end of tests.
13. Encourage the students for appearing for betterment examination.
14. The students are involved in the evaluation of the teachers because they will have a substantially long period of interaction with the teachers and are therefore in a position to give a comparatively better evaluation.

University Examination Internal Assessment at College Level.

The college, being affiliated to the S.G.B.A. Amravati University, Amravati follows the process specified by the University and adheres to the schedule specified:

Assessment: The college assess the students academic progression as per S.G.B A University norms. Internal assessment of the students divided in to two separate parts as per university norms
(i) Theory (ii) Practical

1. **Theory :-** For theory paper there is 80 marks for university examination and 20 marks for internal assessment for each subject except Computer Subject, Computer practical having 40 marks for practical and 60 marks for theory paper.
2. **Practical:** The College runs the UG courses for B.A, B.Com & PG courses for MA in Economics, M.A. in History and M.Com. in Commerce stream there is computer internal practical

examination for 40 marks as a part of university examination. Internal Assessment for computer Practical examination there is 5 marks for Description, 10 Marks for Practical Book, 15 marks for computer Practical and 5 marks for viva-voce. After completion of internal assessment for theory and Practical marks are be sent to the University for their preparing their result. The efficiency of teaching learning process is assessed through the marks secured by the students in the Internal and University examination. The University examination results are critically analyzed by the Heads of Departments and discussed widely with the Principal for guidance and improvement of both teachers and students.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://www.mesacollege.org/#

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

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

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

03

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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)****NIL**

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**NIL****1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year****NIL**

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The vision, mission, objectives, motto and core values of the M.E.S. Arts and Commerce College, Mehkar focuses on itself the volume, need and importance of the cross-cutting issues for the overall development of the students. Naturally, the college integrates various life skills, values, local and global challenges through its curriculum delivery. The College runs the courses in Arts and Commerce stream and Curriculum is designed by Sant Gadge Baba Amravati University, Amravati in which comprised various lessons, topics, chapters covering cross cutting issues relevant to civic sense and responsibility, Gender, Environment and Sustainability, Human Values and Professional Ethics. In the traditional courses of Arts and Commerce, all these aspects are practically addressed. Naturally the college takes care to focus on these issues, Environmental Studies is a compulsory subject for all under graduate second year students, related to Environment and Sustainability. Similarly, Cross cutting issues relevant to Gender, Human Values and Professional Ethics are covered in the prescribed syllabi of Sant Gadge Baba Amravati University in various subjects in the form of topics, chapters, poems and co-curricular activities.

About Environment and Sustainability related issues, There is degree program of Environment in B.A & B.Com second year syllabus, the students get the knowledge of Environmental Studies

NSS, NCC and Cultural Department inculcate values related to environment and sustainability by organizing various programs for the students.

The department of N.S.S.,N.C.C. Cultural and Sports are the backbone of the college, by which following activities every year.

Gender Sensitization Cell organize Guidance and awareness for girls students, regarding the issue of the women, women empowerment programs, Program on Guidance of various acts regarding women, Women Safety Program, Program on Women Empowerment. As per the directives of Maharashtra State Commission for Women, Internal Complaint Cell has been constituted for Redressal of complaints about sexual harassment. The Women redressal and Grievance Cell of the college is involved in prevention, prohibition and redressal of the complaints regarding sexual harassment of women employees and students and conducted awareness campaign on the relevant issues, Guest lectures were organized on Legal Provisions for Women and their

Safety. The NSS organizes special camp in nearby village and organize various cross cutting and environmental awareness programs and ignites sensitivity towards society and environment by various activities like visit to adopted village and interaction with specially poor people, visit to orphanages and motivating students to spread awareness of cleanliness and Swach Bharat Mission.

- Department of NSS have been organizing Poster Competition, Essay Competition on Ozone Day, International Forest day , World Water Day, Vehicle Day, Plastic Eradication, Save Energy, Eradication of Pollution, Awareness of Clinginess programs, Tree Plantation, Lectures of Experts in this field, Swaccha Bharat Abhiyan and Street Plays on the issues of Environment, programs on Water Management, Health awareness programs are organized.
- Department of Economics and Commerce organize Ozone Day, World Consumer Day and organize Seminar on Intellectual Property Right.
- Department of History and English organize World Tourism Day
- Department of Sports and Game organizes the program on National Integrity Day, World Health Day.
- Department of Economics organizes Anti Poverty Day.
- Department of English and Political Science organize Human Right Day.
- Department of History organizes World Tourism Day, International Tourism Day.
- Alumni Association, NSS, NCC organizes Blood Donation Camp.
- Department of Library organizes World Book Day
- Department of Cultural organizes various cross cutting programs like Days of the Heros of the country, placement activities including talks on Competitive Examinations, aptitude test etc.

Syllabus Based Cross cutting, Human Values, Professional Ethics issues.

The following courses/captures/lesson of syllabus cross cutting issues are covered

1. Principles of Business Management, Marketing Managemtne, Human Resource , Business Organizational Behaviors, Planning and Administration, Labour Economics, Business Ethics, Intellectual Property Right, Human Right, Consumer

Protection Act, Advertising and Sales Promotion, Cyber Law, Organisational Behaviour, Gender Equity, Business Law, Business Ethics & Corporate Social Responsibility, The prose, poetry and other chapters in certain courses addressed issues related to gender sensitivity and equity, Professional Ethics, Ethical practices such as truthful information, and unprejudiced approach are taught in content of syllabus.

2. Environmental studies: which are compulsory subject at B.A-II & B.Com-II level and also some environmental issues included in the syllabi of English, Marathi, History, Economics, political Science. There is a compulsory paper of Environmental Science in which a detailed project report is prepared based on the surrounding area.

1. Human Values: Human Values are covered in curriculum of Marathi, English, political science, Economics, History, and B.Com program.

1. Professional Ethics: In commerce and management professional ethics are inculcated with the subjects like Insurance, Fundamentals of Entrepreneurship, Accountancy, Mercantile Law, Business Environment and Business Communications. Communication and soft skill has place in many of these courses. Professional ethics are also integral part of curriculum in all programmes. Political Science, Sex ratio, education of child mortality, water scarcity, drought, flood, pollution, urbanization.

All above help the college to create strong individuals with human values and promote gender equality among the students.

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File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

NIL

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

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

NIL

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above
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File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://www.mesacollege.org/#

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

1640

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

331

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

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

Vision, Mission and objectives of M.E.S. Arts and Commerce College, Mehkar are the students centric therefore our college is focusing on the overall development of the students. for that it is most necessary to the college to detect slow learners and fast learners and make the strategy for developing them by all aspects.

Remedial Coaching Classes For Slow Learners:-

Slow learners are specially cared by adopting various methods just like conducted remedial coaching classes, class tests, extra classes organized for the particular complex portion of the syllabus, every subject teacher organizes special tests on previous university examination, conducted tutorial classes for the Financial Accounting, Company Accounting, Corporate Accounting, Business Statistics, Business Mathematics, Income Tax, Business Economics, English , Cost Accounting, Management Accounting at UG and PG level students. Weaker students are provided extra notes, books for their respective subjects, the library of the college play major role for providing extra books to the students promptly, students are motivated by organizing motivational classes, Communication Skills Development Programs, compel to be a active participant in the college program,

The College provides several facilities to the Advanced learners to develop their knowledge and skills. Advanced learners are motivated to read advanced reference books by providing them additional library facilities, additional special notes, extra classes for satisfying their doubts, Special unit tests are conducted for them. . Expertise guidance is given to them for better performance. Advance learners are encouraged to take active part in college programs as well as to participate in various competitions, debate competition, quiz, elocution etc. by this ways they can shows their more academic improvement.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
415	11

File Description	Documents
Any additional information	View File

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

The vision, mission and objectives statement of the college clearly states that the entire work journey of the college is student oriented and focused on their overall development; therefore College has been conducting various student centric programs,

Methods of teaching:

1. Experiential Learning -

- Each department encourages students to get an experience what they are exactly studying in the books.
- Each department prepare 'Students Study Circle' for participative learning purpose.
- Department of Marathi and English provide the practical experience of their lessons, stories, Novels, Drama and Poetry by using the ICT tools
- Department of History make visualization of all historical events in the lecture and conducted questions and answers session in the class, in this regards.
- Department of Commerce and Department of Economics organizes practical approaches by organizing financial events and make available the students practical knowledge

by using ICT tools, organizing visits to the financial institutions of the local area, banks, to understand and experience bank transactions, visit to industries to understand the manufacturing process, its Management, organize guest lecturers on the syllabus topic, etc.

1. Participative Learning -

- Department of Economics organize a Seminar on 'Intellectual Property Right' every year to understand what is Trademarks, Copy Right, Royalty and plagiarism etc.
- Department of Marathi conducts 'Marathi Rajbhasha Divas' by the students of the college, on the occasion of National Marathi Language Day.
- The students of N.S.S. do visit to adopted village, to survey of poverty, illiteracy, census, financial status of the poor farmers etc.
- Advanced learners conduct the classes for the slow learners for explaining the particular concept of any Syllabus based subject.
- Group Discussions, Seminar, Workshop on useful topics like, Communication Skills, Personality Development, Stress Management, Soft Skills development program and Time Management are organized for developing Leadership qualities and Team spirit among the students.

Problem-Solving Method -

- In the classroom teaching, Students involved in the learning process and asked their doubt, any query regarding any topic of the syllabus without hesitation.
- Also teachers satisfy their doubt and query immediately and encourage them to ask the questions regarding teaching methodologies.
- For testing their knowledge of the topic teachers always organized a quiz or Unit Test.
- Student's questions and any concept or any process satisfies immediately regarding practical, field work, industry visits.
- There is a Suggestion Box in college premises wherein students can put his or her any type of problem regarding teaching as well as they can suggest any thing regarding to teaching or any inconvenience in the college, the principal takes action in this regard.

File Description	Documents
Upload any additional information	View File
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

- In the era of the ICT college is instating on using the ICT based teaching and learning methodology of the college.
- The audio visual have been installed in three classrooms of the college, one of them is smart board classroom regular classes are being conducted by using the ICT facility. Therefore every teacher of the college emphasizes to use ICT in his/her teaching and learning process for developing the quality in teaching process and make it more interesting and effective by using audio visual aids such as power point presentations, You Tube videos, use of Google Classroom, Google forms etc.
- Teachers complete his syllabus in time as per his individual teaching plan.
- The Academic diaries of the teachers are checked regularly at the end of every month by the Principal.
- At the beginning of the session and at middle of session the college takes students feedback regarding to the teaching methodology of the teachers, if students suggests any query or deficiencies are be satisfied by the principal.
- For smooth working every department of the college has been provided computers with internet facility.
- College has its website recorded teaching videos have been uploaded on website.
- Day to day activities of the college, teaching videos, news, reports and all other information are being uploaded on it for knowing to the all stakeholders.
- CCTV Cameras in every class room have been installed in the college premises to monitor the all teaching and other activities.
- In the corona pandemic situation all teachers have took online lectures by using ICT facility and most of the teachers have recorded their videos of online lectures.
- Such all online lectures of the teachers have been uploaded on the college website for those students who could not attend the online classes.

- All syllabuses of all subjects have been completed by the teachers by using ICT ads.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://www.mesacollege.org/pages/video_lecture.php

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

10

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

11

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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**9**

File Description	Documents
Any additional information	View File
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)	View File

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****11**

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

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.

MES Arts and Commerce College, Mehkar, Dist. Bandana has taken efforts to improve the performance of students by framing in 'Continuous Internal Evaluation' at the college level. The Practices have been as following:

1) Class Assessment Test : Class assessment test is based on unit system.

Unit test are conducted after completing unit. Question bank is provided by the faculty members for respective subject.

2) Remedial Classes and doubts clearing Sessions : Remedial Coaching classes are taken. Doubts clearing sessions are taken in

the classroom As well as after the lectures.

3) Unit Test Examination: Test examinations are conducted by every subject teacher of the every department, after completing the syllabus as well as at the end of the every semester /session. All Examinations guidelines of the S.G.B. Amravati University. Students are encouraged and guided how to solve question papers of the previous examinations.

4) Assignment and viva voce Assignments are given to the students and organized the viva voce all the students of the college for every subject of the syllabus of the course, twice in a year at end of every semester examinations as per guidelines of the SGBAU Amravati.

5) Practical Examination : University Computer practical examinations are organized at the end of the every semester. All students of the B.com course are assessed by the University External Examiners as well College Internal Examiners. Before all whole year students are evaluated time to time at the time of Continuous practical at the College computer laboratory. They are given various Practical for practicing which are regularly checked by the computer teachers, and they are guided by the teachers if found any deficiency/s.

Answer sheets of the Unit Test Examination are evaluated by the subject teacher and given needful suggestions to the students whatever found the lacuna. 10) Result Declaration: Class wise unit test, sectional exam result declared within seven days from the end of the examination, complied marks are displayed.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The college has been insisting to satisfy all types grievances of the students mostly regarding to their internal and external examinations and working on student centric activities continuously. In induction program which is named as 'Welcome Fresher' program, The Principal of the college lights on the examination, Unit Test, evaluation procedure, Course outcome,

Program outcome it's important and future benefits of the program as well as he introduces the procedure of the examination and College rules and also introduces the grievance redressal procedure of the college, Where they can put their grievance regarding to any kind of issues, also introduces the college level committees. The Principal discusses all exam related grievances with admission and Examination committees. The Academic Calendar of the college is displayed on the college notice board and on college website, at commencement of the session, for all stakeholders. Teachers conduct unit test, home assignment, Subject Seminar, tutorial, group discussion, subject viva voce etc. However, Coordinator of College Examination Committee pays attention to smooth conduction of the examinations and he deposes some teachers as internal supervisors and internal flying squad, this squad visits every classroom for controlling the situation. Students always cooperate to the examination policy of the college, in a very positive manner; therefore there is no any serious grievance for malpractice or sexual harassment or ragging etc. There is suggestion box for the students in the college; students can put their query or suggestion for Internal examination reform as well as any their personal issues. Teachers conduct the internal assessment by asking questions to the students, in the actual teaching classes, conduct unit tests, for evaluating their subject knowledge and understanding level and it is very helpful to find out slow and fast learners.

File Description	Documents
Any additional information	View File
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.

Program Outcomes (B.A. and M.A.)

Arts Faculty (UG):- The Bachelor of Arts requires three years of full time study consisting of six semesters. The College offers 6 Courses in Arts Faculty (1) Compulsory English, (2) Marathi (3) Economics (4) History (5) Political Science (6) Marathi Litt. Program of B.A is focused on increasing a students' knowledge and critical thinking in accordance to the syllabus and curriculum prescribed by the affiliating university Sant Gadge Baba Amravati

University Amravati. These courses aim to prepare students with a sound knowledge and skills to connect across geographical, disciplinary, social and cultural boundaries, understand the importance of ethical behavior and lifelong learning habits.

Arts Faculty(P.G):- In Arts Faculty, the master degree require two years of full time study consisting of four semesters. The College offers 3 programs in s Arts subjects (1) M.A. in Economics and (2) M.A. in History.

Program Outcomes (B.A. and M.A.)

After completion of B.A. & M.A. program student will be able to

PO 1: To understand the value of money and seven theories understand the importance of economics

PO 2: To develop ability of understanding knowledge in the field of humanities.

PO 3: To develop ability of becoming cultured & good citizen of the country.

PO 4: To develop ability and efficiencies to get employment.

PO 5: To develop ability of Critical and creative thinking

PO 6: To develop ability of understand fundamentals values of Indian Constitution and culture.

Program Outcomes (B.Com. & M.Com)

After completion of B.Com. Program student will be able to

PO 1: Thorough knowledge about fundamentals of Commerce

PO 2: First-hand knowledge about general aspects of Financial Accounting.

PO 3: Ability to identify and record transaction, passing adjustment entries, construct financial statements and close the Books of Account at the end of Accounting Period.

PO 4: Ability to understand the principals and are of management.

PO 5: Ability to acquire entrepreneurship qualities and skill

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.mesacollege.org/pdf/Program_outcome_MES.pdf
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The vision and mission statement of the college, itself clearly states the approach of the college towards the overall development of the students by attaining quality in higher education. College runs two Programs for Arts and Commerce stream and college has been constantly working on the attainments of the outcomes of the courses. At the entry level, students are classified in Advance Learners, Average Learners and Slow learners as per their result sheet of the last examination. Similarly, the College pays attention of measuring the level of attainment of POs, COs, PSOs for implementing of above stated programs as per plan of action. The college follows formal as well as informal mechanism for the measurement of attainment of the outcome and try to take necessary steps accordingly.

Attainment of programme outcomes and course outcomes are evaluated by the college as following.

1. Academic Calendar of the University: College is affiliated to Sant Gadge Baba Amravati University Amravati. The university prepared its Academic plan at the end of the academic for the next session and sends to all affiliated colleges.
2. Academic Calendar of the College: On the basis of academic calendar of the affiliated university, our college prepares its own College Academic Calendar and it is given to the all Head of the Department and teaching Staff.
3. Departmental Plan of Action : On the basis of college academic calendar, every department of the prepare its departmental plan of action for the upcoming session by including all programs and attainment of the Course Outcome (Cos), Course Specific Outcome (CSOs) and Program Outcome (Pos).

4. **Teachers individual Annual Teaching Plan:** Every Teacher of the college prepare his or her Individual Annual Teaching Plan for attaining the teaching and (COs), (CSOs) and (POs) objectives.
5. **Academic Diary:** College provides the Academic Diary to all teachers for recording all their Curricular ,Co-curricular, Extra curricular activities by which can attain the (COs), (CSOs) and (POs).
6. **Feedback from Students:** Feedback are taken from the students for assessing the (COs), (CSOs) and (POs).
7. **Meetings with Teachers:** The principal frequently organizes formal and informal Meetings with the teaching staff discusses on the course outcome, Course Specific Outcome and Program Outcome.
8. **Syllabus completion reports from the teachers:** Every teacher has to submit their syllabus completion report to the principal office at one month before of the completing teaching days. By which the principal comes to know the syllabus completion status and take necessary action for attaining the objectives of the (COs), (CSOs) and (POs).
9. **Semester-Wise Result Analysis Reports:** Every teacher has to present his subject result analysis to the principal office, after declaring the university result of the semester examination. As well as internal college examination, Unit test result, Internal Assessment report and computer practical internal assessment. All HODs have to submit the same reports to the Principal Office at the end of the academic year.
10. **ICT Based Teaching Method:** Along with above, suitable teaching methods, teaching ICT adds and proper teaching materials and other curricular activities such as Guest Lectures, Seminars, Group Discussion, Lecture on Communication skills Development, industrial visits, Environment Visits, Bank Visit etc. are planned and implemented for attainment the basic objectives of the (COs), (CSOs) and (Pos).

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.mesacollege.org/pdf/Program_outcome_M_E_S.pdf

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**110**

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

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.mesacollege.org/pdf/SSS%20for%202020-21-converted.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)

NIL

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

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**NIL**

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

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****01**

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

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****11**

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

09

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

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

M.E.S. Arts and College Mehkar has not created a separate incubation centre but the various activities are organized to create research ecosystem and for developing the research culture for transfer of knowledge of research among the students as follows:

- Right from beginning the college has been inspiring and motivating to the students to take in curricular , co-curricular and extension activities for developing their research view and for their overall development. So many students of the college participated in various university level ,inter college level competitions, essay completion ,debate competition.
- Tours: Industrial visits, study tours, environmental tours are organized to learn the practical knowledge of the syllabus and solve their issues regarding the study.
- Guest lecturers of the eminent faculties have been organized by the various departments of the college, which is very much beneficial to the students of the college for

developing their research knowledge and other activities.

- **Youth Festival** :Students have been encouraging to participate in youth festival every year which is organized by Sant Gadge Baba Amravati University, Amravati.
- **Group Discussions, Students Seminars, Debate Competitions** are organized by various departments of the college for providing the opportunities to the students to execute their talent and innovative ideas to share their knowledge.
- **Infrastructural Facilities::**The college provided academic and infrastructural facilities in terms of library resources, study room and internet access to the overall development of the students.
- **Indoor and Outdoor Programs:** Department of NSS organized NSS Special Camp every year and this department organized indoor and outdoor programs for developing the research views of the students.
- **The College has constituted research committee** which motivated the teachers of the college to write research paper, to take part active part in National and International conferences and seminars.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Nil

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

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

02

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

108

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

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

NIL

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

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

NIL

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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.

As per the need of the college students and as per the expectation and requirement of the Sant Gadge Baba Amravati University, Amravati, the College has made available adequate physical and updated academic facilities and modern teaching ,learning environment to the overall development of the students. The total area of college is 1 Hecter 21 R in which built up area is 6157.76 sq.mtr. The main building of the college had constructed in straight line having ground floor and first floor wherein Classrooms with all comfort seating facilities with good ventilation & light, well furnished Principal's office with attached well furnished meeting chamber with attached a small kitchen, well furnished and Administrative Office, well furnished

meeting hall, Staff room, Separate common room for girls & boys, Meeting room, Department of IQAC, Language lab, Class rooms, seminar hall Computer Lab, ICT rooms, Urinals, Career Guidance cell, NCC and NSS Room. Entire campus of college is Wi-Fi enabled with broadband Internet facilities available for students and staff. College has two generators for continuous power supply and avoiding any discontinuities in teaching and learning process. The institute updates the infrastructure and learning resources facilities as per the changing requirement of the modern teaching, learning methods.

Class Room:-The College has well equipped 10 classrooms with sufficient and good quality furniture, lighting, fans, and audio-visual facility. College also has LCD projector for providing all kind of knowledge to the students in classroom as well as make students enthusiastic towards learning the curricular.

Seminar Hall: - The College has 2 seminar halls with adequate required facilities. just as ICT enabled facility, LCD Projector, adequate light, fans as well as seating furniture. Many students of the college have developed their stage daring and presentation skills by using the power point presentation.

ICT Room: The College also has one ICT/virtual room with smart board, LCD projector, cameras, mike, speakers, pointers and learning management software. Teacher can make use of this facility for online education and prepare own educational videos. Students can attain the lecture at anytime anywhere on his mobile/computer.

Computer Lab: - The College has Computer laboratory having 40 computers. All computers are connected through LAN & broadband internet facility. These labs are designed to enrich the IT knowledge of the students. Computer lab is also having LCD projector facility. Computer Lab is fulfilled with required furniture and equipments.

Language Lab: - College also has Language lab for students to improve their communication skill, with 10 computer, headphones and required software and hardware. Language lab software is purchased by the institution for better teaching facility.

Library: The College has well furnished library with more than 30000 books, which include reference books, rare books, project report, Journals and magazines. College Library is computerized with library management software. Other facilities such as e-

books, e-journals, online database etc are subscribed by the college library. There are various sections in library as circulation section, Periodicals section, Reference section, computer section for e-books, New arrival section, Stack room Newspapers etc.

The college also has separate common rooms for boys & girls. Also adequate drinking water facility with RO, separate urinals for boys & girls, canteen for students and staff, Hostels for girls, separate parking facility for students and staff etc are available in college campus. Total campus of college has lush green campus with many decorative plants and trees across the college. An entire campus of college including classroom is under CCTV vigilance so as to maintain proper discipline in college. Biometric machine is also available for staff. Beside classrooms every teacher has its own departmental cabin with computer, adequate furniture for personal guidance to students. Thus the institute provides healthy and hopeful learning environment to students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.mesacollege.org/pages/campus_photos.php

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

There are adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, and yoga in the college. The college has been molding the students in cultural and sports activities for overall development of the students in extra-curricular activities and Sports which made available to students in the college.

Sports: - The College made available better infrastructural and instrumental facilities for the indoor and outdoor games. Department of Physical Education encouraged students of the college for their active participation in various games by well guiding. Basketball, Volleyball, Athletics and Kabbadi Grounds are properly maintained. Number of Students participated in all

Inter-Collegiate University, State and National level sports activities and competitions.

Indoor and Outdoor Games facilities are as follows in the institution.

There is a spacious playground which is back side of the college is alternatively utilized for playing and practicing of Kabaddi, Football, Badminton, Volleyball, Kho-Kho, and Cricket. There is a hall which is used for playing indoor games such as Wrestling, Chess, and Carom, etc. Our Sports unit have track record of getting medals and color coat in different sports activity at university/National level.

College has adequate facilities as well as equipment necessary for all indoor and outdoor games which are as follows:-

Sports Equipments and Facilities.

- 1) Exercise equipments**
- 2) Sport Amenities**
- 3) Wrestling facility**
- 4) Push up Stand**
- 5) Chess Equipments**
- 6) Cricket Bat, Ball**
- 7) Volleyball**
- 8) Badminton Kit**
- 9) Athletics equipments:**
 - Shot-put**
 - Discuss throw**
 - Javelined**

Cultural Activities: -

The Cultural Department is one of the key assets in the college. All Cultural activities are helpful for fulfilling the vision and mission of the college. The college has believed that cultural

activities are not only for entertainment but it is the major platform for exhibiting the hidden skills of the students, therefore cultural activities have played an major role in shaping the personality of the students and help them to provide a stage for their holistic development. The college has been encouraging the students by organizing various programs on variety different themes. College has adequate facilities for performing or organizing the cultural events.

The students participate in the inter-collegiate, state and national level cultural events and competitions.

Keeping this into Considerations College organizes one week cultural events and competitions namely as 'UNMESH' where students take lead to conduct and perform. College also promote to students for participating in cultural activity at college level as well as university level. The Institute organizes various program such birth anniversary of National leaders, various days, organizing street rallies for social awareness, collecting funds for helping the flood affected people in Sangli and Kolhapur Districts in Maharashtra, actively participated in Covid- 19 awareness programs and aware the rural people going to door to door, about Corona Virus, wearing mask, washing hands frequently, keeping social distancing, using sanitization etc. College has been organizing International Yoga days for students and staff every year and for keeping health in well manner by doing exercise and Yoga activities daily. It is pride for us, our performance in cultural activities are outstanding in the last five years.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.mesacollege.org/pages/campus_photos.php

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

01

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**16**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.mesacollege.org/pages/campus_photos.php
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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)**

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

An Integrated Library Management System is an automated package of library service that contain several functions such as Acquisition, classification, cataloguing of books, serial control etc. The College Library is partially automated by 'dotsoft' library management software which covers all the aspect of library management such as Acquisition, Classification, Cataloguing, OPAC etc. All the operation of library is performed through dotsoft software from 2017-18. College has purchased SOUL 2.0 library management software in year June 2018 which is

extremely useful for library activity. Our library has very rich collection of more than 30 000 books. The process of digitization of Library using SOUL software is going on. Separate building is constructed for Library having size 3000 sqft. Reading room, Journal & Periodical section, Newspapers section, Reference section, Stack room, Computer section for e-book reading, Librarian cabin and Book circulation section has made separately in existing building. The library has more than 30000 books text and reference books for Senior College, 25 Journals, and 7 newspapers. Separate library webpage is created which is available on college website. It contains digital repository of syllabus, previous year question paper set, N-LIST resources link, competitive exam resources, online newspaper, link for free educational websites etc. This webpage also shows all the information of library departmental. The library is having active membership of INFLIBNET N-LIST consortia which provides 6000+ e-journals and 3200000+ e-books on various subjects

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://www.mesacollege.org/pages/library.php

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	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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)

0.86445

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Institute has computer maintenance cum ICT equipments assistance committee for regularly update institute IT facility. This committee maintains & updates available IT facilities of all the departments of the college. Institute regularly updates its IT facilities as per need of students, staff & technology including Wi-Fi at Periodic Intervals. Computer Lab with latest Software and Internet facility is available to the students. All faculties are facilitated with the ICT equipments for effective teaching learning. Faculties can use LCD projector, digital content creation room for effective teaching & learning. All the campus of institute is enabled with wi-fi facility. Institute has more than 75 computers at various departments distributed as follow

Computer Lab

40

Library

07

Language Lab

10

Office

05

Staff Room

10

Exam Section Laptop

01

Seminar Hall

01

Digital content creation room

01

Every computer of college is connected to the broadband internet with the speed of 20 mbps. Office of the institute is upgraded the internet facility to 100 mbps from sept. 2020. Computer maintenance cum ICT equipments assistance committee checks the need of every department about its maintenance & up gradation of ICT equipments to month of June of every year. Whenever necessary external technician is appointed for modification of ICT equipments. The Provision is made in the budget for annual maintenance & up gradation of IT facilities. The classrooms and seminar hall are fulfilled with all essential facilities like complete surveillance system, electrical power supply with Battery backup, LCD projectors as and when required. Administrative office of institution is given fulfilled with advanced admission software, scholarship software, auditing software, scanners, copier machine, printers etc for effective administrative working of college. Department of library also equipped with advanced library management software 'SOUL' which is useful for making digitization of library. Printers, scanners, copier machine are also given in the department of library. The

steps like installation of anti-virus software periodically, formatting of computers and replacing of hardware of old computers to new computers are taken for maintaining and utilizing computers. Beside this internet facility institute also provide Dongle for office use, conference & any other related activities. Institutes also purchased mass communication system from college to students and staff through SMS software (Sunsoft Technologies). One virtual learning room or smart classroom is prepared at the institution in which faculties can create its own educational videos and send it students given login. This room is fully facilitated with LCD projector, cameras, mike, speakers, smart board and learning management software.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.mesacollege.org/pages/library.php

4.3.2 - Number of Computers

72

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

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)

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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.

The details of utilization and maintenance of physical, academic and support facilities of infrastructure are as follows:

Sr.

No.

Committees /Particular of Responsibility for providing Support Facility/ maintenance.

Nature of work

Name of the accountable for the assigned work/Support Staff.

1.

For College Infrastructure

College Campus Maintenance cum Development Committee.

- **Developing, maintaining, repairing, all kind of constructional work.**
- **Utilizing physical, academic and support facilities of the college.**

1. Dr. S.M. Dandade (Coordinator)

2. Dr. U.S. Kale

3. Dr. W.D. Golait

2.

For Computer Laboratory Services/Management/

Maintenance

Computers Maintenance Cum ICT Equipments Assistance Committee.

1. The e-material for study is preserved and availed to students.

1. To look after and maintain all computers of the college as well as college Computer Laboratory.

1. To make available to the teachers LCD projectors which are used for various purposes like online Classes, e-conferences, webinars, online students counseling etc.

1. The free Wi-Fi connectivity is provided at the campus as well as broadband connectivity is made available.

1. The LAN facility is provided at the computer laboratories and administrative office.

1. To understand any issue of the Computers Maintenance Cum ICT Equipments Assistance Committee and resolve it timely.

Shri G.D. Saoji (Coordinator)

Dr. Pravin Joshi

Dr. U.S. Kale

Shri Pratap Bibe

3.

For Library

Library Committee

- To maintain all the furniture of the library in well condition.
- To keep the library user friendly for the students.
- To keep the library premises clean, dust free and ventilated to the students.
- To keep clean regularly the library area, reading room and stack room .
- To make the library easy to the students and staff for referring various literatures, book lending, reading facility.
- The Library Management System (LMS) has made the library services easier.
- To make easy Online Book Services like N-List and Shodhganga to the students and staff.
- To make hassle free service of the books, or any literature to students as well as staff.
- To understand any issue of the students regarding Library issue and resolve it timely.

1.Dr.P.A.Joshi(Coordinator)

2.Dr.O.M.Gajbhiye

3.Dr.A.M.Patil

4.Dr.U.S.Kale

5.Shri G.D.Saoji

6.Shri P.D.Parihar

4.

For Sport Complex & Equipments

Sports And Games Committees

- To keep and maintain all sports equipments.
- To motivate and train and the players to participate in games/competitions organized at local, district, university and national levels.
- To make available first-aid-box while practicing the students.
- The college has large play ground which should be well maintained.
- The Indoor Games like kho- kho, Kabaddi, Carom sets, Badminton Chess and Yoga are regularly supervised by the trained instructors.
- All equipments of sports are kept prepared.
- Wrestling Mats are kept clean
- The grounds should be cleaned for practice and to conducted the games.
- Volleyball, Basketball, Soft Ball, Base Ball grounds should be well maintained.

- To understand any issue of the students regarding sports and physical and resolve it timely.

1.Dr.P.N.Humbad (Coordinator)

2.Dr.S.W.Padmane

3.Shri S.N. Maind

4.Shri Pravin Joshi

5.

Classroom

- Classrooms should be cleaned by the appointed support staff
- Classrooms are used for college classes and college and university examinations.
- The college makes the optimum use of the infrastructure.
- Classrooms are used for multiple purposes during the holidays such as- for examinations of HSC board.
- The ICT classrooms are regularly supervised and maintained by the Computers Maintenance Cum ICT Equipments Assistance Committee.

1.Shri Dinesh Chavan (Peon)

2.Shri Madhukar Bhad

6.

Security Services

- To provide all kind of security.
- To stand at College Entrance Gate.
- Ask and enquire new person who come in college premises.
- To keep watch for well vehicle parking.
- Convey immediately to the Principal if any mishap in the

college premises.

Shri Rahul Bhad

7.

Gardening

- To maintain all gardening work.
- To supply water all plants regularly.
- Do all needful work for well maintaining the trees and plants of the college and greenery.

Shri Madhukar Bhad

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.mesacollege.org/pages/campus_photos.php

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

232

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

232

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

File Description	Documents
Link to institutional website	http://www.mesacollege.org/images/video_1_eacture.png
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**35****5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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**

04

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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****09**

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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****0**

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

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.**

0

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

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)

The basic aim and objective of the college is "Education of Life and Life For Making Responsible Students for the Nation" according to this soul of the college has been concentrating and striving to give shape to the personality of the students for their overall develop. Therefore it is must to give proper platform to the students for their representation at the all levels of the college. So our college involved in number of activities at college and society level. the college took the initiative to give representation to the students from 2015-16 onwards by taking them as members of the different college working committees just as Internal Quality Assurance Cell, Grievances Redressal Cell and Anti-ragging Committee, Discipline Committee, Library Committee, N.S.S. Committee, N.C.C. Committee, Sports Committee and Cultural Committee, Magazine Committee. The representative students played an active role in giving suggestions which have been considered by the committees for overall development of the college and college activates. And most of the programs are planned by the students which are monitored and executed by the students of the college. Students actively participated in the flag hoisting celebrations on 15th August and 26th January, participating in magazine committee, active participation and representation in Blood Donation Camp which is held by the N.S.S., N.C.C., Sports, Alumni Association The best example of the active participation of the students in all kind of curricular, extracurricular , extension activities programs which is run by N.S.S. department, N.C.C., Sports, Cultural and N.C.C. active participation of the students and effective implementation of the all programs, events by the

students which is very helpful to the college for developing the quality of understanding the social responsibility and leadership among the students.

File Description	Documents
Paste link for additional information	http://www.mesacollege.org/pages/cultural.php
Upload any additional information	View File

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

06

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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)	View File

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

M.E.S. Arts and Commerce College, Mehkar has established in 1961. It has completed Sixty years during this period thousands of the students benefitted by taking education through this College which is located in rural area of Buldhana District of Maharashtra. Our college played very vital role in educating the students of this rural area. Thousands of alumni of this college have acquired a good position in the society and many students of this college are wellknown in their respective fields i.e. Army, Banking Sector, Politics, Insurance Sector, Education field, Judiciary, Agriculture, Literature, Govt. Offices, Sports, Business and

Industry, Social Work . The Alumni Cell of the college has been organizing 'Alumni Meet' every year, and all alumni light on their

Alumni Association organized the following activities:-

1. Organized Tree Plantation Program
2. Guest lecturers of the subject experts to guide the students.
3. Organized Blood Donation Camp every year and many alumni took active part in the Blood donation camp and also donate their blood which is provided to the poor and needy people.
4. Alumni Association gave career guidance to the admitted students, academic planning, placements etc.
5. Many of our alumni are Government Servant, Businessmen, Industrialist all of them guided and shared their knowledge as well as their expertise of their respective field, with the students.

In short, Alumni Association of our college has been playing

very cooperative role in the holistic development of the college by supporting all kind of help, time to time.

File Description	Documents
Paste link for additional information	http://www.mesacollege.org/pages/alumni_invitation_card.php
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

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

Our College is run by Mehkar Education Society, Mehkar. Which was established in 1961. The vision and mission of our college are totally students centric and our college believes that Education for life and Life for creating responsible citizens for the nation.

The vision of our college is "To Become One of the Best Human Development Resource Institutions By Attaining Quality and Excellence in Higher Education."

And mission of our college is "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".

File Description	Documents
Paste link for additional information	http://www.mesacollege.org/#
Upload any additional information	View File

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

Decentralization and Participative Management in the College was fully involved to success the National Level workshop at all the levels starting from the Management, to the Governing Body of Mehkar Education Society Mehkar and CDC/Staff Council and IQAC of the college.

Meetings with Management Members, Seven Quality Circles, teaching and non teaching staff are regularly organized by the I.Q. A. C. and all decisions have been taken and implemented effectively. The necessary efforts and works of the college were monitored and completed by Management of the Society, The college, various departments of the college and I.Q.A.C.

1. Management: The Governing Body played a very vital role in preparing policy decisions and making strategic planning and guiding to all teaching and nonteaching staff of the institution. All suggestions of governing body regarding to make successful the NAAC Workshop were accepted and implemented.

2. The College: - For implementing the vision and mission of the college, The Principal of the college who is the apex and head of the academic and administrative of the college and also he is the chairperson of the I.Q.A.C. makes action plan for quality enhancement and overall quality development of all stakeholders of the college by getting the policy guidelines from the Governing Body and suggestions from the I.Q.A.C. as well as LMC, head and conveners of the departments and various committees.

3. Departments of the college- The head of the various departments pay attention to implement the various departmental activities as per the plan of departmental plan of action and he is the fully responsible for the routine management of the Department.

Process of Decentralization and Participative Management:

This mega event shows the Participative Management at the institute.

Various committees of teachers of the college on the basis of their capability were formed by the I.Q.A.C. (I.Q.A.C. Meeting which was held on 16.01.2020) for smoothly conducting the workshop and for making successful event , This mega event shows the Participative Management at the Institute.

File Description	Documents
Paste link for additional information	http://www.mesacollege.org/#
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Plan of Action for the Academic Year - 2020-21

1. To fill up the AQAR for the year 2020-21.
2. To Prepare Self Study Report for facing the 2nd Cycle of NAAC.
3. Academic calendar for the year 2020-21 will be prepared by IQAC for semester pattern.
4. To make MOUs with necessary institutions.
5. To start faculty interchange programs.
6. To start value added Courses.

7. To Start Certificate Courses.
8. Sensitization programs on cross cutting issues like human values, environment, gender and professional ethics will be organized.
9. Department of the IQAC ensure that departmental calendar for academic and extracurricular activities are followed by the departments of the college.
10. 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 organized by various departments of the college.
11. IQAC will organized computer training program for the administrative staff and also ICT teaching methods will be taught to the teachers.
12. Remedial classes will be taken for the slow learners.
13. Examination results will be analyzed.
14. Feedback will be taken from students, parents, alumni. IQAC will take proper steps getting suggestion in feedback and feedback will be analyzed.
15. IQAC will emphasis on ICT based teaching learning.
16. 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.
17. Books exhibition will be arranged for the students by the dept. of Library.
18. All programs regarding to the development of the students, teachers, administrative staff will be conducted.
19. Planned programs will be implemented. etc.
20. Sports competitions will be organized.
21. Yoga and Fitness workshop will be organized.
22. Organize workshop on NAAC Process.
23. Conduct Gender audit, Green Audit and Energy audit of the college campus.
24. Teaching learning process: ICT- based classroom teaching will be enhanced, the use of Smart boards which will be used effectively.
25. The experts lectures in various subjects will be organized.
26. To organize National Level One Week Faculty development program
27. To organize National Level Essay Competition
28. To Organize National Level Interdisciplinary Conference
29. To organize State Level Essay Competition
30. Teachers will be motivated to prepare research projects proposals to submit to the funding agencies like ICSSR.
31. Infrastructural requirements in the form of classrooms,

laboratories and instruments will be enhanced as per the need.

32. Quality Assurance Cell: Performance based Appraisal system will be implemented more effectively for the Teaching faculty as per new UGC Guideline 2018
33. Training program for the administrative staff will be organized, to more improve the administrative work.
34. To enhance the greeneries in college premises.
35. To create healthy atmosphere and to facilitate students by using ICT and advanced technology.
36. To construct the college ground with pavers/ blocks.
37. To construct the College Entrance Gate.
38. Online Classes and online feedback process will be adopted more effectively and will be made accessible.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.mesacollege.org/pdf/MES%20PERSPECTIVE%20PLAN-%20(2016-17%20TO%202020-21).pdf
Upload any additional information	View File

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.

Administration of Mehkar Education Society Mehkar:-

The Governing Body:

The Mehkar Education Society, Mehkar shall be administered, controlled and supervised by the Governing Body. It consists as eight office bearers as following:-

1. President of the Society.
2. Two Vice -President of the Society.
3. Secretary
4. Treasurer
5. Three members.

Administration of the College:

M. E. S. Arts And Commerce College, Mehkar District Buldhana

(Maharashtra) was established in 1961 under the Mehkar

·College Development Committee (Formerly Local Managing Committee)

The College Development Committee was constituted in place of local managing committee (LMC) through Maharashtra Public Universities Act, 2016.

The following are the members of CDC:

1. M.E.S. Arts and Commerce College Mehkar

COLLEGE DEVELOPMENT COMMITTEE (C.D.C.)

Sr.

No.

Office Bearers of C.D.C.

Name of the Office Bearers of C.D.C.

01.

**Chairperson of the management or his nominee ex-officio
Chairperson**

Shri R.S. Awasthi

(Hon. President of Mehkar Education Society Mehkar)

02.

Secretary of the management or his nominee

Shri H. H. Soman

(Hon. Secretary of Mehkar Education Society Mehkar)

03.

One head of department, to be nominated by the Principal

Prof. Dr. O.M.Gajbhiye

04.

Three teachers Representative in the college (amongst themselves out of whom at least one shall be woman)

1. Prof. Dr. U.S. Kale (Male)
2. Dr. S.W. Padmane (Male)
3. (Female)

05.

one non-teaching representative

Shri P.R. Bibe

06.

four local members, nominated by the management in consultation with the principal, from the fields of education, industry, research and social service of whom at least one shall be alumnus

1. Shri Vaibhav Mahajan
2. Shri M.K. Nirkhi
3. Shri Ghanshyam Joshi
4. Shri Kishor Garode (Alumnus)

07.

Co-coordinator, Internal Quality Assurance Committee of the college

Dr. Wasudeo D. Golait

08.

President Secretary of the College Students' Council

Vacant

09.

Secretary of the College Students' Council

Vacant

10.

Principal of the college or head of the institution.

Dr. Ganesh N. Parihar

NAAC SEVEN QUALITY CIRCLE

(NAAC SEVEN CRITERIA CONVENERS)

NAAC

Criteria

No.

Criteria

Name of the Criteria Conveners

I

Curricular Aspects

Asst. Prof. S. N. Maind

II

Teaching- Learning and Evaluation

Prof. Dr. S. M. Dandade

III

Research, Innovations and Extension

Prof. Dr. Dr. U.S. Kale

IV

Infrastructure and Learning Resources

Dr. P. A. Joshi (Librarian)

V

Student Support and Progression

Dr. S.W. Padmane

VI

Governance, Leadership and Management

Asst. Prof. G. D. Saoji

VII

Institutional Values and Best Practices

Dr. P.N. Humbad (D.P.E.)

- **Role and Functions of IQAC :-**
- **To play a role as catalyst for the overall academic and administrative development of the College.**
- **To promote to organize various programs /activities related to student progression and support.**
- **To pursuit the efforts for excellence in teaching-learning and research among the faculty, staff, students and all related stakeholders.**
- **To enhance the quality of staff by promoting and encouraging over all faculty development.**
- **To adopt policy of decentralize the work culture in the college.**
- **To promote quality education in the college and monitor the teaching learning process in the college.**
- **To motivate to organize faculty development programs.**
- **To promote research work among the faculties and students.**
- **To develop quality benchmarks for various academic and administrative activities of the college.**
- **To facilitate the learner-centric environment for quality education in the college.**
- **To inspire teaching faculties to adopt required knowledge and technology for participatory teaching and learning**

process.

Recruitment:

Our college follows all regulation of U.G.C. guidelines and Maharashtra State Policy for new recruitments.

- Role & Duties of the Administrative office/Non Teaching Staff

Office Superintendent

The OS is responsible for checking all accounts, maintenance of records, duties related to admission procedures and Correspondence relating to the administration of the College.

Administrative Staff

Administrative Staff comprises of Head clerk, senior clerk, junior clerks and manual staff who works under the guidance of the office superintendent.

- Every one of non-teaching staff of the college shall discharge his/her duties efficiently and diligently to match with the administrative standards and performance norms laid down by the U.G.C/University/College /Management from time to time.
- Maintain their professional knowledge & skills updated himself/ herself professionally for the proper discharge of duties assigned to him/her.
- Must join/attend the duty punctually every day.
- Assist in carrying out functions relating to the administrative responsibilities of the college and the university such as: assisting in appraising applications for admission, advising and counseling students as well as assisting the conduct of university and college examinations, including all types of Examination works.
- Respect the right and dignity of the student for assisting them any kind of help/guidance etc.
- Speak respectfully and Behave with polite to the everyone of the college.(The Principal, teachers, Students ,visitors, parents etc.)

File Description	Documents
Paste link for additional information	http://www.mesacollege.org/pdf/POLICY%20DOCUMENT%20OF%20M.E.S.%20ARTS%20AND%20COMMERCE%20COLLEGE%20MEHKAR.pdf
Link to Organogram of the Institution webpage	http://www.mesacollege.org/pdf/6.2.2%20ORGANOGRAM%20OF%20INSTITUTION-%20PDF%20Final.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

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

College teaching and non teaching staff has been provided welfare scheme as per the rules and regulations of Government of Maharashtra and SGBAU, Amravati. Governing body has various schemes to provide welfare to staff as follows.

- **WELFARE SCHEME FOR TEACHING STAFF :**
 - Casual leaves as per norms of SGBAU, Amravati.
 - Duty Leaves are granted all staff to attend Orientation,

Short term, Refresher Programs, FDP, Evaluation and Exams etc.

- First Aid Facility is available.
- Grievance Redress Mechanism is present.
- Ladies staff can avail maternity leave as per government rule.
- Important festival event conducted/Celebrated to all teaching and non teaching staff.
- Duty leaves granted for teaching staff to attend seminars and conferences.
- Complete support and assistance is provided to the faculty for pursuing higher studies. • Medical reimbursement facility is available for teaching and non-teaching staff.
-
- The College felicitates employees and their wards for special achievements in various fields.
- Financial requirement of the staff is fulfilled by Mehkar Vaitanik Co-op. Society, Mehkar. (Which has been established by the staff of all Institutions of Mehkar Education Society, on Co-operative basis.

• **WELFARE SCHEME FOR NON-TEACHING STAFF:**

- Casual leaves as per norms of SGBAU, Amravati.
- Duty Leaves are granted all staff to attend Orientation for non teaching staff,
- First Aid Facility is available.
- Grievance Redress Mechanism has formed
- Ladies staff can avail maternity leave as per government rule.
- Important festival event conducted for all staff.
- Complete support and assistance is provided to the non-teach staff .
- Medical reimbursement facility by Govt. is available also for non- teaching staff.
- The College felicitates employees and their wards for special achievements in various fields.
- Financial requirement of the staff is fulfilled by Mehkar Vaitanik Co-op. Society, Mehkar. (Which has been established by the staff of all Institutions of Mehkar Education Society, on Co-operative basis.)

WELFARE SCHEME FOR STUDENTS:

- **Government Scholarships**
- **Gifts and Awards** are given by the college those students whose performance was outstanding in Curriculum and Extra Curriculum and in extension activities.
- **Academic Books** freely provided to the poor students.
- **Adaptation of orphan children of farmers who committed suicide.**

File Description	Documents
Paste link for additional information	http://www.mesacollege.org/#
Upload any additional information	View File

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	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

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

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

Performance Appraisal System is the most methodical way of evaluating the performance of teachers of the college. It makes the teachers more effective for his or her performance. It also inspires the teachers to undertake researchbased work to enhance

their knowledge and develop themselves for their betterment and also for the students. Right from beginning, the college has been following UGC's Performance Based Appraisal System (PBAS) for the teaching staff. The teachers of the college filled their PBAS forms at the end of every academic year and submitted to the Principal office of the college. Self-Performance Based Appraisals of the teachers are scrutinized by screening committee of the college. After assessment and verification by the Principal and I.Q.A.C. Coordinator these Self-Performance Based Appraisals forms are used for the placement and promotion of the teachers for Career Advancement Scheme. The Performance Appraisal System is conducted centrally by the Directorate of Higher Education. The placement Selection cum evaluation committee is appointed by the university by considering the letter of the principal, in which consisting Vice-Chancellor Nominees, Subject Experts and State Government Representative, Principal and representative of the management again checked and reviewed the Performance Based Appraisals forms of regarding teachers who are placed for Career Advancement i.e. AGP 6000 to 7000, (Senior Grade) AGP 7000 to 8000 (Selection Grade) AGP 8000 to 9000 for Associate Professors and AGP 9000 to 10000 for Professor Grade. After completing all assessment of the teachers file it is sent to the Directorate of Higher Education for further necessary action.

Non-teaching staff is not given any appraisal format as their promotion is based on a seniority basis which is conducted by the Department of Higher Education from time to time. However, to make the non-teaching staff aware of different advancements made in the official matters, they are deputed for various training programs to enhance their potentiality.

All full time appointed teachers submitted their Self-Performance Based Appraisal System forms and the following teachers are placed in Career Advancement Scheme in last five years.(2016-17 To 2020-21)

File Description	Documents
Paste link for additional information	http://www.mesacollege.org/pdf/annual_self_appraisal.pdf
Upload any additional information	View File

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

The financial audit of the college is completed by the external authorized auditor which audit is carried out properly by the Auditor which has appointed by Governing body of Mehkar Education Society, Mehkar for the auditing of the systematic checking of the operations and transactions of the financial matters of the college, which is conducted in regular time to time and Audit report and its concerning matters is discussed with management body and whatever suggested complains by the auditor are fulfilled immediately. As well as Joint Director of Higher Education, Amravati Division Maharashtra conducts audit of the college annually and all suggestions have been followed in time.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

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

The College generally gets funds from following Sources:

- The College gets the financial assistance/fund from the Government in the form of salary grants for aided courses only. (Salary and non-salary grants from Government of Maharashtra.)
- Fund received from Self Financing Courses.
- Financial assistance received under SC/ST/OBC and EBC scholarships from government
- Financial assistance received from affiliating university for sports & students development.
- Financial assistance received from affiliating university for National Service Scheme (N.S.S.)

The college strategies for mobilization of funds and the optimal utilization of resources as following:

- The principal calls meeting for making policy for mobilizing resources and ensuring transparency in financial management of the college and allocation of the budget.
- The College prepares the budgetary plan.
- The mobilized fund is optimally used by the college.
- The budget is monitored by the principal.
- The salary grants are spent on the staff members as per the norms of the Government and every year, the assessment has been done by the Director and the Joint Director of Higher Education Office.
- The college mobilizes funds by generating funds through various resources for mobilization such as Scholarship, Library Fees, Games & Sports Fees, College Exam Fees, I Card Fees & Cycle Stand Fees, College Magazine Fees , fees collection on Admission heads.
- College also gets fund for N.S.S. and N.C.C. scheme and external audit is done of the same.
- The audited statements of Income and Expenditure are prepared by the auditors.
- The grants which are received for the purpose is utilized for the same.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Internal Quality Assurance cell (IQAC) is established on 10th July 2013 with Vision and Mission for developing the quality culture in the functions of the college. IQAC is one of the major policy making and implementing Cell in our college. It has been striving hard for upgrading best practices for creating quality in teaching and learning process , upgrading the college infrastructure and all support facilities . It assesses and suggests the parameters of quality education.

The IQAC mainly focuses on:

- Work as the Vision and Mission of the college.
- Suggesting the quality policies.
- Documentation
- Continuous improvement evaluation

Aims and Objectives:

1. To adopt and implement all needful and best practices for making college as "College with Potential for Excellence."
2. To develop a mechanism for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
3. To develop a system to monitor, direct and supervise the various departments, College Committees Cells in the institution.
4. To create a student-centric teaching-learning environment.
5. To do analysis of work of various internal College committees and promote a quality work culture in the institution.
6. Motivating for Interdisciplinary and collaborative research work.

Following are the Some contribution of the IQAC

1. USE AND ENRICHMENT OF ICT INFRASTRUCTURE:

- IQAC of the college always encouraged teachers to utilize ICT tools in classroom teaching practices.
- IQAC prepares the plan to include the use and enrichment of ICT infrastructure expecting from each departments.
- The IQAC has advised the administration to develop ICT infrastructure.
- IQAC has trained teachers and non- teaching staff to use ICT by arranging different workshop i.e.
- IQAC provided all detailed guidelines about developing and using the Google Classroom, online classes, teaching Videos.
- The feedback system is used to take the review of reliability and uses of ICT facilities in teaching and learning of the college.

1. FEEDBACK SYSTEM:

Feedback is also collected from students, Teachers, Parents and Alumni. The collected feedbacks are scrutinized; data analyzed and utilized for quality enhancement and improvement in various aspects such as curriculum enrichment, college infrastructural facilities etc., which is beneficial for creating quality.

1. IMPLEMENTATION OF GREEN PRACTICES IN THE CAMPUS:

2. The IQAC proposed to initiate various green practices to maintain eco-friendly college campus through the activities etc. Green Audit, Environment Audit and also Energy Audit have been implemented for last five years. N.S.S., N.C.C. and Alumni Departments organized various programs every year just as : Tree Plantation and caring , Plastic Eradication, Clean and Beautiful Campus. Due to these all practices, college campus becomes eco-friendly, pollution free and Social awareness is developed among the students.

File Description	Documents
Paste link for additional information	http://www.mesacollege.org/pages/min_of_meet_ATR.php
Upload any additional information	View File

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

1 Mechanism to Monitor Teaching-Learning Process:

- For monitoring teaching and learning, at the outset, the IQAC prepare the College Academic Calendar on the basis of the University Academic calendar to plan yearly teaching - learning process.
- The Principal organized the meeting with HODs and faculties to review on result of the last year's university examination and wherein allotted the syllabus to the teachers.
- All departments of the college prepare its departmental plan of action, annual calendar and teaching plan, Course plan on the basis of the College Academic Calendar, teaching plans and discuss them among its faculty members, to fulfill the objectives of the curriculum delivery.
- Head of the Department of the college designs Time Table for all Under Graduation and Post Graduation programs as per college and university directions, at Department level - teacher wise-class wise.
- It is displayed on notice board and college website.
- At the beginning, Teachers of the college introduce the curriculum i.e. contains of syllabus, Question paper patterns, course outcome, program outcome, University Examination and evaluation process to the students.
- Teachers executed their course deliverables as mentioned in Teaching Plan.
- The curriculum delivery is timely & effectively conducted by Class lectures, ICT based lectures, by providing study materials, Notes etc.
- Students are taught by Power Point presentations to make easy the any kinds of difficult topics and in this way

enable the students to understand the topics easily.

- For active participation of students quiz, debate, group discussion, are organized in the Department, Apart from regular classes tutorials or extra classes are taken for enhancing the knowledge of students.
- 2) Promoting the usage of ICT and Innovation in Teaching-Learning Process.

- Besides regular classroom learning and innovative teaching methods, following activities are practiced: Organized Industrial visits Organized Guest lectures on innovative, advanced and curricular topics by the eminent experts and academicians.
- Organized Bank Visits
- Students are sent to various university level competitions.
- Motivated the students to participate in Students ICT Seminars.
- In teaching - learning process, modern days ICT aids are used for effective academic development.
- Faculty development through subject based workshops, orientation programs, seminars and conference program.

3) Infrastructure development :

- College New Building Constructed
- Special Faculty Wise Departmental Chambers with all ICT facilities.
- New Seminar Hall
- ICT Based Classroom
- Smart Classroom
- Ladies Hostel
- The college is certified with ISO

4) Structured Feedback System is developed:

- Feedback from Students about Teachers, Curriculum and infrastructural facilities for improving teaching and learning process.
- Feedback from Faculties about curriculum for reviewing the present syllabus.
- Feedback from parents about knowing their opinion about overall College infrastructure and teaching and learning performances of the teachers etc.

- Feedback from Alumni for getting their ideas and suggestions to more improve the college infrastructural facilities etc.

5) Research Promotion:

- Most of the faculty members have completed their research work leading to PhD. Degree.
- Recognized Research Centre for PhD degree have been proposed in English, History, Economics and Commerce.
- 33 research papers have been published by different faculty members in conference, seminars, proceedings and journals.
- One faculty member have availed the facility of Minor Research Projects of the UGC.
- Five faculty members have got recognition as PhD supervisors.

6) Alumni Association:-

- Alumni Association has been registered in the year 2019.
- Alumni meetings are time to time organized.

File Description	Documents
Paste link for additional information	http://www.mesacollege.org/pages/video_lecture.php
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of 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	http://www.mesacollege.org/pages/naac_aqa_r.php
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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

Gender Sensitization Cell of the college prepare action plan and conducted the programs for the girls students as well as boys students. College provided facilities for the girls students for their safety and security just as college installed CCTV cameras in the college premises as well as all classes. Girls students and boys students have separate Common Rooms, separate toilets with all amenities and college has provided the sanitizer napkins for the girls students and it installed in girls common cum toilet room. college has made compulsory to all students to follow all the code of conduct of the college. ragging is strictly prohibited and security guard has been appointed at the entry gate of the college by the safety point of view.

File Description	Documents
Annual gender sensitization action plan	http://www.mesacollege.org/pdf/7.1.1%20%20Measures%20initiated%20by%20the%20institution%20for%20promotion%20of%20gender%20equality%20during%20the%20year-compressed.pdf
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	http://www.mesacollege.org/pdf/7.1.1%20Criteria%20VII-Final.pdf

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	D. Any 1 of the above
File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File
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	
All kind of solid and liquid waste are collected in dustbins separately from all sources. The bins have been strategically placed so that they can be accessed easily in the corridors, open spaces etc. All staff members and students are informed to put all waste in the bins only and all waste collected and all are put in the pits of the backside of the college, for producing compost. In this way produced compost is used for the plants of the garden of the college. The useful collectibles are usually packed and bagged into various categories and sold to waste scavengers. Mobile plastic dustbins of different sizes are used for waste collection. And which waste is not be used for producing compost is put in the Ganta Gadi for collection of waste of Municipal Council of Mehkar.	
File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	http://www.mesacollege.org/pages/campus_photos.php
Any other relevant information	No File Uploaded
7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting	B. Any 3 of the above

Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	
File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File
7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1.Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3.Pedestrian Friendly pathways 4.Ban on use of Plastic 5.landscaping with trees and plants	C. Any 2 of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File
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	A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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 College Strove hard to imbibe harmony and tolerance towards social, cultural, communal socioeconomic, patriotic, regional, linguistic, and other diversities through following distinctive activities, programs and practices:

- Many stakeholders from diverse backgrounds participated in the college activities like academic, administration all these are the unique example of inclusive environment in the college.
- Our College strictly followed the reservation Policy of the Government and as per reservation policy students belonging Category of SC, ST, OBC, Open are been admitted.
- The Constitution day is celebrated sensitizing students about the constitution of India and creating awareness about practicing social harmony.
- Our college has National Service Scheme (N.S.S.) Unit approved intake capacity for 150 students. As well as has National Cadet Code (N.C.C.) Unit which is approved by 11 Maharashtra Bataliyan which have intake capacity for for 160 Students. Various activities for social awareness and communal harmony have been organized by college N.S.S. and N.C.C. units throughout the year.
- A special camp for seven days is organized every year by N.S.S. in the adopted village. In those seven days various social, Cultural and intellectual activities have been organized by these activities students can see the actual life of the poor farmers and villagers, National integrity is imbibed among the students.
- The cultural Department of our college takes initiative with the mission of developing the academic and cultural talents of the students. All cultural programs or activities activate the students for showing their hidden talent. It is great platform to the students to boost their confidence, to develop their stage daring and most important to develop the feeling of inclusiveness and national integrity.
- Some prominent events include International Yoga Day, Constitution Day, World Women's Day, Ozon Day, World Water Day, Teacher's day have been organized during the academic year.
- The department of Marathi language organizes activities for linguistic harmony like 'Marathi Rajbhasha Din every year.
- The department of English language also organizes activities for linguistic harmony like 'Marathi Rajbhasha Din every year.
- The commemorates days and birth anniversary of national great heroes organised just as Shivaji Maharaj , Gadge Maharaj, Mahatma Gandhi, Vallabhbbhai Patel, Dr Abdul Kalam, Dr. Babasaheb Ambedkar, Pandit Javaharlal Nehru, Mahatma Phule, Savitribai Phule, Lal Bahadur Shastri etc.
- The renowned orators are invited from the society, on such

occasions who throw light on the national unity, integrity and communal harmony.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

- **As per our the vision and mission of the college, we are committed to provide values, rights, duties , responsibilities, educational opportunities irrespective of the caste, creed and gender of citizens**
- **Our college prepared code of conduct for teaching and non-teaching staff and students and core values which all uploaded on our college website.**
- **We introduce all code of conduct to the newly admitted students in 'Welcome Fresher's Program.**
- **I.Q.A.C. of the college has composed various committees as Anti Ragging & Discipline Committee, Students Grievance & Redressal Cell for boys Students as well as Girls Students, Sexual Harassment Cell and Staff Grievance and Redressal Cell due to all committees everyone knows the importance of the human values and it is helpful to enhance human values among students as well as teachers.**
- **The college conducted various programs like Voter's Awareness Program, Constitutional Day, Human Rights Day, Program on Intellectual Property Rights, Program of Right to Information Act, etc. throughout the year which inculcate values for being responsible citizens.**
- **Every year preamble of the constitution is read in the program of Constitution Day which is held on 26th November.**
- **On the occasion of the Birth Anniversary of Dr Babasaheb Ambedkar, The eminent orators are called on this celebration, and they throw light on the human values and**

constitutional obligations.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	View File

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.

A. All of the above

File Description	Documents
Code of ethics policy document	View File
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	View File
Any other relevant information	View File

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

Birth/Death Anniversary of Great and Renowned Indian Personalities:

The college observes Birth/Death anniversary every year of the Indian national heroes such as;

- Dr.S.R.Rangnathan Jayanti 9th August
- Late N.G.Deshpande Jayanti 21st August
- Aacharya Vinobha Bhave Birth Anniversay - 11th September
- Dr.S.R.Rangnathan Death Anniversary - 27th September
- Maharashtra Hutatma Din - 21st November
- Maharashtra Hutatma Din - 28th November
- Dr.B.R.Ambedkar Death Anniversary 6th December
- Savitribai Phule Jayanti & Mahila Mukti Din - 3rd January
- Jijau Ma Saheb Birth Anniversary - 12th Jan.
- Netaji Subhashchandra Bose - 23rd January
- Hutatma Din - 30th January
- Chhatrapati Shivaji Maharaj - 19th Feb. Mahatma Jyotiba Fule - 11th April
- Dr.Baba Saheb Ambedkar Jayanti - 14th April
- Maharana Pratap Jayanti - 13th June
- Rajmata Jijau Smruti Divas - 17th June
- Rajshree Shahu Maharaj - 26th June.
- Shahir Annabhau Sathe - 1st Aug.
- Dr.S.R.Rangnathan Jayanti - 9th August
- Late N.G.Deshpande Jayanti - 21st August
- Dr Radhakrishnan Birth - 5th Sep.
- Mahatma Gandhi Birth Anniversary - 02nd Oct.
- Dr A P J Abdul Kalam Birth Anniversary - 15th Oct.
- Pandit Jawaharlal Neharu - 14th Nov.
- Gadge Baba Death Anniversary- 20th December
-

The motive behind the programs such anniversaries to remind their great work and adopt the values and principles for inculcating moral and human values and to receive motivation from the lives of the great heroes.

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- Gadge Baba Death Anniversary- 20th December

The motive behind the programs such anniversaries to remind their great work and adopt the values and principles for inculcating moral and human values and to receive motivation from the lives of the great heroes.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	View File

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 No.1 :

Title of the Practice : Prize distribution ceremony 'I Can' for the student and Staff on 26th January of every year.

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.

Best Practice No.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 realized 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 Vivekananda Birth 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.

File Description	Documents
Best practices in the Institutional web site	View File
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

M. E. S. Arts And Commerce College, Mehkar Institutional Distinctiveness:-

Ø M.E.S.Arts And Commerce College, Mehkar District Buldhana (Maharashtra) was established in 1961 under the Mehkar Education Society Mehkar Dist. Buldhana (M.S.) is a profound educational movement offering K.G. To P.G. education since last 60 years to the rural students of Mehkar region.

Ø The M.E.S.Arts And Commerce College, Mehkar District Buldhana (M.S.) is Grantinaid College located in rural area of Buldhana district.

Ø The college is affiliated to Sant Gadge Baba Amravati University, Amravati (Maharashtra), a state university.

Ø The college is recognized under the section 2 (F) and 12 (B) of UGC act. Besides the conventional Arts Commerce (U.G. P.G.) streams.

Ø Previously, the college has undertaken one assessment and accreditation cycles of NAAC and accredited with 'C ++ ' grade.

Ø The majority of the students admitted in this College come from the rural, economically backward and agriculture background for whom higher education is still out of reach. Apart from teaching,

learning and research activities, the college is always keen to imbibe the co curricular, social, environmental and cultural values among the students.

Ø The management of this institution always strives to create well trained and socially conscious graduates by providing excellent infrastructure and the environment that promotes learning.

Ø M.E.S. Arts and Commerce College, Mehkar aspires to become an institution known for :-

- 1) First higher educational institution in Mehkar Taluka of Buldhana District of Maharashtra.
- 2) Having the facility for rural students for ARTS AND COMMERCE higher Education.
- 3) Thousands of students have been shaped their career process is continuous.
- 4) Regular Teaching Classes.
- 5) Highly Qualified and Motivated Teaching staff.
- 6) Effective coordinating between teaching and research.
- 7) Providing quality education with a minimal fee structure as per S.G.B. Amaravati University.
- 8) Promoting academic, moral, Self depending, ethical, physical and cultural holistic development of students.
- 9) Preparing students according to competitive present era.
- 10) Academic and professional development of teachers and staff.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Plans of institution for next year 2021-22

1. To fill up the AQAR for the year 2020-21.
2. To make preparation for facing the 2 nd Cycle of NAAC in academic year 2021-22.
3. Academic calendar will be prepared by IQAC for semester pattern.
4. Department of the IQAC ensure that departmental calendar for academic and extracurricular activities are followed by the departments of the college.
5. To organized meetings with various stakeholders.
6. To make AMOUs with necessary institutions.
7. To start faculty interchange programs.
8. To start value added Courses
9. Sensitization programs on cross cutting issues like human values, environment, gender and professional ethics will be organized.
10. IQAC will ensure for personality development programs, ICT based programs, study tour, Industrial tour, bank visit, group discussions and seminars of the students are organized by various departments of the college.
11. The IQAC will organized Professional Development Progrms like computer training program for the administrative staff and also ICT teaching methods will be taught to the faculties of the college.
12. To give guidelines about conducting online Examination.
13. Remedial classes will be taken for the slow learners as well as exatra classes for advanced learners.
14. Examination results will be analyzed.
15. Feedback will be taken from students, parents, alumni. IQAC will take proper steps getting suggestion in feedback and feedback will be analyzed & necessary actions will be taken.
16. IQAC will emphasis on ICT based teaching learning.

17. 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 improvement if any.

18. Books exhibition will be arranged for the students by the dept. of Library.

19. All programs regarding to the development of the students, teachers, administrative staff will be conducted.

20. Planned programs will be implemented. etc.

21. Sports competitions will be organized.

22. Yoga and Fitness workshop will be organized

23. Encouraging departments to organize Curricular, Co-curricular and extension activities for the students development.

24. To encourage faculties for their research work.

25. To make efforts to get Research Centers for Ph.D. programs.