



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1. Name of the Institution

Vidya Mandir Mandal's, Matoshreee Sumati Chintamani Tipnis College Of Arts And Commerce, Mamdapur-Neral.

- Name of the Head of the institution Dr. Nandkumar Shankarrao Ingale
- Designation I/C Principal
- Does the institution function from its own campus? Yes
- Phone no./Alternate phone no. 8055386504
- Mobile No: 9822166504
- Registered e-mail msctipnis@gmail.com
- Alternate e-mail nandkumaringale1978@gmail.com
- Address At-Mamdapur, Post-Neral, Taluka-Karjat, Dist-Raigad.
- City/Town Neral
- State/UT Maharaashtra
- Pin Code 410101

2. Institutional status

- Type of Institution Co-education
- Location Rural

- Financial Status **Self-financing**

- Name of the Affiliating University **University Of Mumbai**
- Name of the IQAC Coordinator **Mr. Santosh Ashruji Turukmane**
- Phone No. **8055386504**
- Alternate phone No. **8055386504**
- Mobile **8087131017**
- IQAC e-mail address **iqacmsct@gmail.com**
- Alternate e-mail address **jijasantosh@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

<https://matoshreesctipniscollege.com/wp-content/uploads/2021/09/SSR-Cycle-1.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://matoshreesctipniscollege.com/wp-content/uploads/2021/05/Academic-Calendar-2020-21.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.39	2021	24/08/2021	23/08/2026

6. Date of Establishment of IQAC

11/12/2020

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
00	00	00	00	00

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 **2**

- 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? **Yes**

- If yes, mention the amount **00**

11.Significant contributions made by IQAC during the current year (maximum five bullets)

Successful planning of NAAC peer team visit

Criterion wise quality improvement in all the departments

Regular meetings of all major and minor departments leads to smooth functioning of college

Proper documentation preparation under the guidance of IQAC

Decentralization of work process as per suggested by IQAC for quality improvement and participatory management

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
To resolve the queries raised by NAAC	the queries were solved in time and details were uploaded on NAAC websites
To prepare plan of action for successful visit of NAAC Peer Team	Proper Planning was made for Peer Team visit
To prepare criterion wise PPT presentation for NAAC Peer Team visit	Criterion wise presentation was prepared by criterion incharge.
To prepare all the major and minor department presentation for NAAC Peer Team visit	Major and minor departments presentations were prepared

13. Whether the AQAR was placed before statutory body? **Yes**

- Name of the statutory body

Name	Date of meeting(s)
Vidya Mandir Maandal's, Mahim, Mumbai	17/05/2022

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	Vidya Mandir Mandal's, Matoshreee Sumati Chintamani Tipnis College Of Arts And Commerce, Mamdapur-Neral.
• Name of the Head of the institution	Dr. Nandkumar Shankarrao Ingale
• Designation	I/C Principal
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• Phone no./Alternate phone no.	8055386504
• Mobile No:	9822166504
• Registered e-mail	msctipnis@gmail.com
• Alternate e-mail	nandkumaringale1978@gmail.com
• Address	At-Mamdapur, Post-Neral, Taluka-Karjat, Dist-Raigad.
• City/Town	Neral
• State/UT	Maharaashtra
• Pin Code	410101
2.Institutional status	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Self-financing
• Name of the Affiliating University	University Of Mumbai
• Name of the IQAC Coordinator	Mr. Santosh Ashruji Turukmane

• Phone No.	8055386504				
• Alternate phone No.	8055386504				
• Mobile	8087131017				
• IQAC e-mail address	iqacmsct@gmail.com				
• Alternate e-mail address	jijasantosh@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://matoshreesctipniscollege.com/wp-content/uploads/2021/09/SSR-Cycle-1.pdf				
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• if yes, whether it is uploaded in the Institutional website Web link:	https://matoshreesctipniscollege.com/wp-content/uploads/2021/05/Academic-Calendar-2020-21.pdf				
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Cycle 1	B	2.39	2021	24/08/2021	23/08/2022
				1	6
6.Date of Establishment of IQAC			11/12/2020		
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<ul style="list-style-type: none"> Name of the statutory body 					
<table border="1"> <thead> <tr> <th>Name</th> <th>Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td>Vidya Mandir Maandal's, Mahim, Mumbai</td> <td>17/05/2022</td> </tr> </tbody> </table>		Name	Date of meeting(s)	Vidya Mandir Maandal's, Mahim, Mumbai	17/05/2022
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14. Whether institutional data submitted to AISHE					
<table border="1"> <thead> <tr> <th>Year</th> <th>Date of Submission</th> </tr> </thead> <tbody> <tr> <td>2020-21</td> <td>23/11/2021</td> </tr> </tbody> </table>		Year	Date of Submission	2020-21	23/11/2021
Year	Date of Submission				
2020-21	23/11/2021				
15. Multidisciplinary / interdisciplinary					
16. Academic bank of credits (ABC):					
17. Skill development:					
18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)					
19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):					
20. Distance education/online education:					

Extended Profile

1. Programme

1.1

104

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

File Description	Documents
Data Template	View File

2.Student

2.1 188

Number of students during the year

File Description	Documents
Data Template	View File

2.2 170

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

File Description	Documents
Data Template	View File

2.3 168

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 10

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 12

Number of Sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	104
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	188
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	170
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	168
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	10
File Description	Documents
Data Template	View File

3.2	12
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4. Institution

4.1	13
Total number of Classrooms and Seminar halls	
4.2	29.8
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	18
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 ensures effective curriculum achievement through a well-planned and documented process.

- The Institute prepares its own Academic Calendar and Time table in the beginning of the academic year for smooth functioning of curriculum delivery.
- The Institute has well qualified and experienced faculty for different subjects. In the beginning of each academic year, interactive meetings are held to prepare well organized academic year plan and allot workload to the respective faculty.
- Academic review of syllabus is conducted twice in a year. Department heads submit review reports of syllabus to the Principal.
- Curriculum achievement is ensured to be more effective through regular Lectures, project work, and guest Lectures.

- In the academic year 2020-21 the teachers conducted the lectures on Zoom and Google Meet due to Corona pandemic and lockdown. The teacher conducted the lectures as per the academic time table. Study material was provided to students on Google Classroom.
- Apart from the syllabus, student centric learning activities such as students' debates, group discussions, seminars, student presentation are organized.
- Feedback on curriculum is taken which helps in providing better educational services to students.
- Students Performance is reviewed by result analysis to take corrective measures.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

- The college also prepares its own academic calendar and makes it available to students and teachers.
- The planning of academic calendar is discussed in staff meeting at the beginning of every academic year
- The academic calendar contains the details about curricular and extra-curricular activities to be conducted in the academic year.
- It also includes the dates of term arrangement. Apart from it, the dates of important activities such as University exams, college exams, college/inter-college festivals, celebration of important days are mentioned.
- The academic calendar includes the date of commencement and completion of syllabus, schedules, etc.
- The Principal and HODs make sure that the time table is being implemented properly, and reviews are taken by conducting a staff meeting time to time.
- The college also adheres academic calendar for the celebration of birth and death anniversaries of national important leaders, cultural and sports activities and Schedule of Holidays.
- Due to COVID-19 pandemic, the lectures and examinations were conducted through online mode using Google Meet. In

respect with the evaluation of the students, the guidelines issued by the government of Maharashtra and university of Mumbai were followed during the academic year from time-to-time/ wherever needed.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://matoshreesctipniscollege.com/academic-calendar/

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

D. Any 1 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

2

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
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)

2

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
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

171

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

171

File Description	Documents
Any additional information	View File
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 professors sensitize students about gender related problems in society through subjects like Foundation Course. Chapters

like Overview of Indian society, Concept of Disparity, Growing Social Problems in India are also considered. These topics covers gender related topics and creates awareness on social status of women, declining sex ratio, portrayal of women in media etc. Institution has organized various programs towards gender sensitization like, Awareness program on girl's health related issues on international women day, Program on girl's security and Gender equity poster competition and exhibition etc.

Sustainable development is essential to attain economic development without compromising ecological balance. Institution makes rigorous efforts through various activities of NSS (National Service Scheme) and other departments to understand various environment related issues and then initiate measures to solve these problems.

The institution tries to enhance human values and professional ethics in students through subjects like Foundation Course, Communication Skills in English, Business Communication and Environmental Studies. Human values are basic inherent values in Humans which includes truth, honesty, loyalty, love, peace etc. Our professors put efforts to imbibe these values through topics such as corporate social responsibility, ethical behaviour, business ethics, channels of Communication, methods of communication etc.

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

20

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
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

456

File Description	Documents
Any additional information	View File
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)	No File Uploaded
Any additional information(Upload)	View File

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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

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

252

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

170

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

Procedure for the Assessment of Slow Learners and Advance Learners:

Slow learners and Advance learners are identified from their marks which they have scored at their previous examinations and also their performances in the classroom. Students are also identified on the basis of their participation in various curricular and co-curricular activities conducted by the institute as well as outside institutes.

The Institution organizes the following programs for slow learners and advance learners respectively:

Programs for Slow Learners:

1. Guidance and motivation during the regular lectures.
2. Written Notes
3. Language assistance
4. Mentoring
5. Quizzes relating to particular topics of subject
6. Interaction with students on the topics as per their requirements

Programs for Advance Learners:

1. Essay writing, Poster Competition, Elocution Competition are organized.
2. Motivate students to attend seminars and workshops organized by the Institute

3. Allotment of assignments/projects.
4. Guest Lectures
5. Facilities of Book Bank
6. Quizzes relating to particular topics of subject
7. Encourage students to participate in extracurricular activities such as inter collegiate competitions
8. Encourage students to participate in quiz, competitive exams

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
535	10

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

Institute ensures students' active role in learning process by following students'centric methods for improving their skills with reference to specific subjects. This leads to effective learning.

The diverse needs of the students are catered through various participative, learning and problem solving methodologies to enhance learning experiences. The COVID - 19 Pandemic resultedto lock down and several restrictions were imposed by Government of

India. Therefore in the academic year 2020-21 the college has conducted those activities which were possible to conduct by using online platform.

Experiential Learning -

The college has conducted webinar on stock market for beginners, quiz series for students, career guidance program for the development of students.

Participative Learning -

In addition to regular lectures, Group discussions, projects, quizzes, committees and cell activities, essay competition, elocution competition to increase participatory and team learning among students.

Problem Solving Methodologies -

During the lectures students are asked to solve various problems relating to different topics of subjects and they are also asked to provide solutions to these problems. During this teachers act as facilitator to learning process and observe students' understanding towards the problems. Students work in groups and they learn about alternative solutions and different opinion of their team members.

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

COVID-19 Pandemic has forced everyone to follow lock down restrictions all over the country. Teachers have used online resources and online platform for teaching and learning process. Teachers have created Google Classroom for each class to provide learning resources and to facilitate learning process. Whatsapp groups were created for each class for smooth functioning of academic work. Teachers have used Zoom and Google Meet online platform for regular lectures and also for conducting curricular activities, webinars etc.

Teachers have used Power Point Presentation, You Tube Videos, Google Search Engine and Google forms for online quiz etc for teaching and learning process.

Teachers have used ICT tools to make learning more interesting and interactive. Different online learning resources like E-books links and E-News papers

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://matoshreesctipniscollege.com/wp-content/uploads/2020/09/4.1.3-ICT-Classrooms-and-Seminar-Hall.pdf

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	No File Uploaded
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

10

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

2

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

56

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.

The examination committee maintains complete transparency for internal assessment and strictly follow guideline .CCTV camera is set up in examination room for downloading question paper as per University Guideline. Complete confidentiality is maintained while setting the question papers. Due to Covid -19 Pandemic situation and lockdown the internal evaluation was conducted through online mode by creating Google forms for Internal assessment. We also created Google Classrooms and whatsapp group for instant communication. Exam software is used for evolution. In Covid -19 all the exams were conducted online through Google form. Therefore there is not possibility of any mistake in assessment. Complete transparency is maintained.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://matoshreesctipniscollege.com/examination/

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

Our Institute has maintained full frame mechanism to deal with online exam related grievances by department of examination with efficient time frame.

To deal with internal examination related grievances, the institute has frame a Examination Grievances Committee to looks after students internal examination grievance. If any grievance is registered it is cleared within three to five days, excluding holidays.

In lockdown , the external theory examination question papers were set at the college level and online examination was also conducted at the college level. All teachers prepared the Google form question papers of their respective subjects. The exams were conducted according to the time table made by the exam department. WhatsApp group of students were made and link used to be sent on the WhatsApp group at the time of examination. The whole process of examination was monitored by college cluster

There were no major grievances from learners due to lockdown.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://matoshreesctipniscollege.com/examination/

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, Program Specific Outcomes and Course Outcomes of all programmes offered by the institution are displayed on website of the institution. The main purpose of uploading POs, COs, PSOs on the website of the institution is to update all students, teachers, and other stake holders about the POs, COs, PSOs .All subject teachers discuss the Course Outcomes of their respective subjects with the students during the admission and during the lecture too. Course Outcomes of all courses are also mentioned on respective syllabus copy of each subject or course. The Institution is affiliated to University of Mumbai and all the syllabus of respective courses are available on the website of University of Mumbai.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://matoshreesctipniscollege.com/pos-psos-cos/
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 institute conducts staff meeting and departmentmeeting with the principal. In the meeting it is ensured that POs, PSOs and COs of various programme/courses are attained. All Heads of Departments regularly review the completion of syllabus and attainment of outcomes during their department meeting. The Institute measures program outcomes through quantitative

analysis of results and students performance in various subjects. The attainment of program outcomes is revealed through participation of students in various colleges and inter collegiate activities. Student's performance is also evaluated through their academic attainment. Our institute graduates are working in different level of society which indicates the success of program specific outcome is attained

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

2.6.3 - Pass percentage of Students during the year

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

167

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)

<https://matoshreesctipniscollege.com/wp-content/uploads/2022/04/2.7.-Final-Student-Sactisfactory-Survey.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)

00

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

00

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

03

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

00

File Description	Documents
Any additional information	No File Uploaded
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

00

File Description	Documents
Any additional information	No File Uploaded
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

Matoshree Sumati Chintamani Tipnis College of Arts and Commerce has set up a N.S.S (National Service Scheme) in 2009 and DLLE

(Department of Life Long Learning and Extension) to carryout extension activities. The vision of the Institute reflects the same.

Extension activities are carried out in the neighborhood community:

Matoshree Sumati Chintamani Tipnis College carries out extension activities which encourages students to participate and to enhance and strengthen the institution community network. The N.S.S and DLLE units have undertaken various activities.

As per Government of Maharashtra and University of Mumbai guidelines issued from time to time during the Academic year 2020-21, almost all Extension activities (NSS and DLLE) were conducted on online platform.

Student's holistic development and impact of activities:

The College has organized several online awareness programmes on health, environment and social consciousness. The impact of these activities has resulted in the increased awareness about the social issues like water pollution, environment problems, health and hygiene problems, disposal of waste, water scarcity etc. The camps and awareness programs have improved their understanding of various social issues.

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

00

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

06

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
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

07

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
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

00

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

01

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
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.

Following are details of infrastructure facilities

Infrastructure facilities:

Instructional Area

Count

Classrooms

12

Library and Reading Room

01

Seminar Hall

01

Computer Center

01

Principal Office

01

Board Room

01

Office all inclusive

01

Central Stores

01

Exam Control Office

01

Girls Common Room

01

NAAC Room

01

NSS Room

01

- Existing classrooms are well maintained and utilized for teaching and learning purpose.
- Institute's library was set up in 2008. Library is well equipped with 4,203 books.
- Institute has well maintained Seminar Hall for all academic purpose
- Institution has two bore wells to supply adequate water for entire building.
- Drinking water facility is available in college.
- The College provides purified drinking water facility to the students in the campus. Cold water facility is also available in campus. One water cooler is installed at ground floor.
- Well - equipped sports department and gymnasium are established in the College Campus
- Well maintained lift facilities are available for all stakeholders.
- Fire Safety Equipments are installed on each floor
- The College Campus is covered under CCTV Surveillance.
- Inverter facility is available in the institution.

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

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

Sports develop physical as well as athletic abilities amongst various students. The Institute has well-maintained sports facilities including gymnasium so that the students' love for sports would increase. Sports facilities cater the needs of sports enthusiasts. The cultural department of the institute organizes various activities throughout the year.

- The Institute has 764 sq m. open area on the ground floor

of the new building

- In addition Institute has the open play ground 3200 sq m.
- The open area on ground floor provides facilities for conducting indoor games and cultural activities.
- The institute provides indoor game facilities such as chess, carom etc. The playground and the open space on ground floor of the building is utilized for cultural activities and outdoor sports like Football, Cricket, Kabbadi, Kho-Kho, Athletics and a Badminton, Volley Ball etc.
- The Institution has adequate open area for yoga and cultural activities. The institute celebrates Yoga day for benefit of students.
- The College has a forum for cultural and sports activities by the name 'NAVHALI 'which enable students to participate in cultural and sports activities to improve their participation in all intercollegiate activities.
- The Institute has well equipped gymnasium for students.

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

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

00

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

6

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

12.66

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)

The Institute has adopted paperless functioning through use of e-Granthalay by using e- Granthalay software.

- Salient features of e-GRANTHALAYA:

1. Billing: This function allows the Librarian to process bills

2. Issue/ Receive books: Issue/Receive books records are maintained properly.

3. Search Engine (OPAC): OPAC (Online Public Access Catalogues): As soon as new books are purchased and processed, their bibliographic description is added in the OPAC. It can be accessed through Internet.

4. Reports: Various reports required by the Librarian can be generated using this software. The Library

has converted all the physical list of books in electronic form. Even the new records are updated.

5. Annual Stock Verification: The Software in use generates the reports like the availability of number of books, issued, returned and purchased per year. The internet connection is provided for browsing information. College Library has 3

computers with internet connectivity for students' utilization. Adequate number of text books and reference books are available in the Library.

- **Book Bank:**

Book Bank facility is available for the needy and poor students. All records relating to this facility are maintained properly.

- **Physical Records:**

Accession Book Number Register, Issuing Book Register, students' physical attendance are maintained.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
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)

0.03

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

00

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

The College has been implementing ongoing upgradation with the intention to provide the best services to all stakeholders. The college provides sufficient number of latest core i3 3rd Generation Computers to all faculties and provides the same for administrative purpose. We have separate Wi-Fi connections to faculties and also for the administrative purpose.

To facilitate use of Technology, the College has sufficient number of computers with LAN connection in computer lab for benefit of students. Computers are also provided in the library for fulfilling requirements of students.

On ongoing basis, the Institute updates IT facilities like WiFi, computer software, hardware etc. by appointing external agencies on contract basis. Local repair service providers are also considered if any emergency need. Institution is currently using 30 MBPS internet for all purpose by Nexus Networks and updates IT infrastructure by outsourcing. The Institution has well maintained computer centre. The Institute has contract with Shree. Shubhankar. Maintenance work relating to computer centre is carried by Shree. Shubhankar, and it is mentioned in the

point number 6.0 of the agreement.

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

4.3.2 - Number of Computers

28

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

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

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)

25.55

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.

Maintenance of Physical Infrastructure, Academic and Support facility:

The Institute believes that maintaining the campus is necessary prerequisite to achieve healthy environment.

Routine Maintenance:

- Cleaning, Dusting, Sweeping and Mopping of all areas is undertaken daily by the contractual housekeeping staff.
- The Institute has maintained progressive maintenance records.
- For minor repairs, the Institute has a contractual workforce of Carpenters, Masons, Electricians and Plumbers.
- Stock registers are maintained and maintenance of computers is done by the technicians.

Sr.No

Details

Maintenance with

Frequency

1

Computers

Contractual Agency

As and when required

2

Printer & Scanner

Contractual Agency

As and when required

3

Projectors

Contractual Agency

As and when required

4

Xerox Machine

Contractual Agency

As and when required

5

Water Purifier

Contractual Agency

As and when required

6

Fans and tube lights other Maintenance.

Contractual Agency

As and when required

7

Fire safety Equipment

Contractual Agency

As and when required

8

CCTV

Contractual Agency

As and when required

9

Lift

Contractual Agency

As and when required

10

Water Tank

Contractual Agency

As and when required

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the

Government during the year

377

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
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

37

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

A. All of the above

File Description	Documents
Link to institutional website	https://matoshreesctipniscollege.com/
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

547

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

547

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

B. Any 3 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

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

00

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

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

56

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
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.

1

File Description	Documents
e-copies of award letters and certificates	View File
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)

In the college, Active Student Council and representation of students are as follows:

Navhali :

The Institute organizes 'Navhali' cultural and sport festival every year. The Student council members actively support to organize Navhali festival.

Due to covid-19 Pandemic in academic year 2020-21, the college

has not conducted Navhali Cultural and Sports week.

Class Representative:

Every class has a separate class representative for boys and girls.

Alumni Association: Alumni Association is in the process of formation.

NSS: Institute has set up NSS to create awareness towards societal issues and community services. Students actively participate in all NSS activities throughout the year.

Anti-Ragging Committee:

Anti- Ragging committee has been formed as per the University Regulation.

College Development Committee (CDC):

The College Development Committee includes student's representative. This ensures students' input on various college development functions.

Women Development Committee:

This committee looks after woman related issues like eve-teasing, molestation, harassment, gender bias etc. This committee works for women empowerment through various programs arrange throughout the year.

Library Committee:

The College Library Committee consist student's representative who look after requirement of students and convey the same to librarian.

File Description	Documents
Paste link for additional information	Nil
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

26

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
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

Alumni contribution is as follows:

Alumni Meets:

In our Institute Alumni Meets are regularly conducted each year and whenever required. It helps to know student's progress in various fields. Some students of college go for higher education in various institutes. Some students start their own activity and some work at different level in different industries in society. The alumni share the experiences of members with current students of the Institute.

Financial and Other Assistance:

Those students who are financially sound contribute by giving donations in terms of money or by providing other academic aids to the Institute. Musical instruments such as Tabla and Harmonium are donated by the alumni. Statues of Goddess Saraswati and Chhatrapati Shivaji Maharaj were also donated by our alumni students.

Alumni Feedback:

Alumni provide their valuable feedback on college, learning experience in formal and informal way. Such feedbacks are very important for improvement in the college. The suggestions given by the alumni are considered for appropriate actions.

Support in organizing activities:

The college conducts various programs with the support of Alumni. Alumni supports these programs by providing assistance of manpower, equipments needed to conduct these programs and other help when required.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

File Description	Documents
Upload any additional information	No File Uploaded

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

To fulfill the vision and mission of the college, many committees are established like Anti Ragging Cell, Student Council, Exam Committee, and Women Development Cell to look after the problems faced by the students. Women Development Cell specially looks after the female student and guides them throughout the academic year. The girl students who do not achieve higher education because of the marriage, our teachers guide and convince such students to get admission. Students belonging to backward class are also convinced to achieve higher education for the betterment of their future.

The Teaching faculty is involved actively in C.D.C. (College Development Committee) being main decision making body. The Governing council and management take active part in making policy decisions with the help of Principal of the Institute.

The governing body always prefers to appoint qualified and experienced teaching staff to provide quality education in rural area. The governing body also provides Scholarship to poor students of the college, so they can achieve higher education. Though the Institution is in rural area and is running on unaided basis, the governing body fulfills all infrastructural facilities through which students can achieve quality education and develop their personality.

File Description	Documents
Paste link for additional information	https://matoshreesctipniscollege.com/
Upload any additional information	No File Uploaded

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

Academic activities are of key importance in the day to day functioning of the college and therefore decentralization in the implementation of the academic plan is practiced to the utmost. Hierarchy of regulative authority is established with the Principal, Faculty In-charges, Head of the departments and faculty in that order.

Decentralization and participative management is evident in the planning and execution of various extra-curricular activities such as those involved in N.S.S., Sports, Cultural, and D.L.L.E. Principal allocates the responsibilities of these committees as per interest and expertise of the individual faculty. Planning and execution of various activities of these committees is done by the members and is monitored and regulated by principal.

Ultimately, all the administrative, academic and the financial activities are reviewed by the Governing Body to ensure adherence to administrative and academic policies of the institution.

The administration of the Institution is decentralized in the sense that the day to day management of college is administered by heads of departments collectively under supervision of the Principal. Regular meetings of staff are convened by Principal to discuss the problems. Problems relating to management of the Institution are then discussed by the Principal with the governing council and the management.

File Description	Documents
Paste link for additional information	https://matoshreesctipniscollege.com/decentralizing-governance/
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Sr.No.

Strategic/ perspective plan

Deployment of Perspective Plan

1.

To introduce new undergraduate, post graduate degree programs and research programs.

Applied for new BAF and M.Com Courses

2.

To encourage the faculty members to participate in curriculum design and review at university level

Teachers are encouraged to participate in University Paper Assessment

3

To starts the special classes for non-English medium students to

improve their communication skill

Conducted Certificate course in 'English Grammar and
Communication Skill '

4

To strengthen the Self Appraisal System for teaching and non-
teaching staff

Transparent Self Appraisal System has conducted

5

To conduct and increase the number of soft skill development
programmes for students Organize study tours, industrial visits,
field visits

Industrial Visit has organized successfully.

6

To organize Faculty development Programme and motivate the
faculty to participate.

Organized Faculty Development Programme

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://matoshreesctipniscollege.com/perspective-plan/
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The institute, is run on no financial aid basis, the qualified staff is appointed on regular basis. However, unqualified staff is appointed for the academic year only and if found eligible, is reappointed for next academic year, this process is followed every year. During the academic year, all public holidays, casual leaves as per rules of the University Mumbai are followed. The college is managed by the Governing Council and Administrative Committee of the Trust (in short referred as the Trust) along with College Development Committee constituted as per the guidelines stipulated by Mumbai University to govern the Institution. The Trust discusses and decides policies and action plans for fulfillment of the stated mission. The College has decentralized its operations and has delegated authority at various levels to ensure good governance. The Principal is the academic and administrative head who monitors the overall functioning and has powers for academic, administration, finance and institute's growth. For efficient functioning, the day to day administration is coordinated by the Principal. Each department has a designated head (HOD) to carry out successfully program entrusted to him and then report to the Principal.

File Description	Documents
Paste link for additional information	https://matoshreesctipniscollege.com/advertisement/
Link to Organogram of the Institution webpage	https://matoshreesctipniscollege.com/decentralizing-governance/
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	B. Any 3 of the above
---	------------------------------

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
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

The Institute has effective welfare schemes for the benefit of its teaching and non-teaching staff.

Welfare Schemes for Teaching Staff:

- **Fee Reimbursement for /Paper Publications:** Considering rapid changes in multi disciplinary areas at global level, the Institute encourages it's staff in acquiring the latest skills by deputing them to various programs /conferences /seminars. The Institute has established policy to reimburse fees paid for such Workshops by the participants.
- **Empowering teachers with personal computation facility:** The Institute provides 02 laptopand 04 computers to all faculties and encourages them to use modern teaching aids.
- **Fee Reimbursement for Workshop/Training:** Fee reimbursement is given as per norms whichare published in the policy document.

Welfare Schemes for Non-Teaching staff:

- **Sponsorship/Fee Reimbursement for Workshop/Training:** Fee reimbursement is given as per norms which are published in the policy document.

General Welfare Schemes for all staff:

- **Leave:** The Institute provides casual leave to all teaching and non-teaching staff.
- **Gratuity:** All staff is eligible for LIC Gratuity scheme which entitles staff members to receive gratuity after completion of minimum 05 years continued service.
- **Travelling Concession:** Principal and non-teaching are provided with travel concession forms as per the norms of Railways and State Transport.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

00

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

00

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	No File Uploaded
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

2

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
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 is the systematic evaluation of the performance of employees. This enables to understand the abilities of a staff member for his further growth and

development. Institute has its own Performance Appraisal System to provide growth opportunities to employees.

Appraisal System for Teaching and non-Teaching Staff:-
(Confidential Report Form)

Performance Appraisal Form is designed separately for teaching and non-teaching staff, based on following components.

1. Academic Involvement
2. Research Work
3. Participation in extracurricular activity
4. Professional Development
5. Involvement in the college development

Institute has its Appraisal form based on above mentioned criteria. At the end of academic year principal does performance appraisal of the staff and submit the same to the management. The required guidance is also given to the staff. Principal's appraisal is done by the management independently.

File Description	Documents
Paste link for additional information	Nil
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

Statutory audit is conducted once in each year by the External Auditor as per the guidance note issued by the Institute of Chartered Accountants of India (ICAI) with reference to provisions of the Income Tax Act applicable to Educational Institute. External auditor is appointed by governing body of the institution after following guidelines relating to his appointment. Books of accounts, voucher files and bank statement are audited at the end of each financial year by the external auditor. The observations and remarks of the auditor are duly

complied with his satisfaction. The Books of Accounts of the Trust and institutes show complete transparency.

File Description	Documents
Paste link for additional information	https://matoshreesctipniscollege.com/financial-statements/
Upload any additional information	No File Uploaded

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)

3,30,965

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
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

The institution acquires funds from various sources like students' fees, seminars and workshop fees, donations received by local people. The collected funds are used for physical and academic facilities, building maintenance, C.C.T.V, Fire Extinguisher, and lift maintenance. The college organizes various workshops and seminars every year and the expenditure on such workshops and seminars provided by the Trust. The institute collects fees from students. Scholarship and free ships for reserved category students are paid by the Government of Maharashtra, and the remaining balance fees are collected directly from the student. The Trust receives donations which are utilized for increasing the infrastructure and for day to day operations.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Internal Quality Assurance Cell of the College is active in designing the various academic and extra-curricular activities throughout the year. The IQAC is responsible and committed for continuous quality improvement of the college at all the levels. The IQAC members take guidance of the principal for conducting the academic and other allied activities including extra-curricular activities for development of college.

For smooth functioning of the college regular meetings of IQAC are conducted and recommendations made by members are followed after the approval of the CDC (College Development Committee). The interactions with the Departments HOD and teacher are made regularly to plan strategies for quality improvement. The IQAC works with coordination with other departments of the college to take quality initiatives like organizing various programs, certificate courses, workshops for teacher as well as for students preparation of proper documentations, feedback systems and regular meetings. IQAC provide valuable guidance to all the departments regarding quality enhancement.

File Description	Documents
Paste link for additional information	https://matoshreesctipniscollege.com/iqac-cell/
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The college has established IQAC in the year 2020 to develop system for continuous quality improvement in overall performance of the college. The college is reviewing the teaching and learning process by collecting feedback about teacher from the Principal, senior subject teacher/HOD and students as per recommendation made by IQAC from the academic year 2021-22. Due to covid-19 pandemic, several restrictions were imposed by the government of India and UGC therefore all the academic activities were conducted online. The college has established IQAC in the month of December 2020 and due to covid -19 restrictions the feedback regarding teaching learning was not collected in the academic year 2020-21. Students' academic performance is reviewed by doing result analysis. Result analysis outcomes are communicated to respective Assistant Professor to improve method of teaching. The different projects and assignments are given to students which are evaluated by teacher. This evaluation helps teacher to determine students' capacity to learn specific topics.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
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

Focusing on the primary aim to ensure a safe space and promote healthy environment the Women's Development Cell of Matoshree Sumati Chintamani Tipnis college take initiative to promote Gender equality.

- The department of Women Development Cell organizes online guidance lecture on Preventive Measures & Healthy diet on the occasion of birth anniversary of Krantijyoti Savitribai Phule dated 3rd January 2021. Dr. Sonalee Salunke was the key speaker. There were 56 students who attended this program.
- The department of Women Development Cell organizes a Program on Gender Equality and Poster making competition for celebrating International Women's Day on 8th March 2021.
- The department of Women Development Cell organizes International Women's Day' and on the same day 3 short films on Gender Equality were shown online to students through zoom platform.

We promote the gender equity in the college .The outcome of the initiative of the various programme is 51% girls students were enrolled for the academic year 2020-21.We also do counselling of all students on their personal and academic problem through mobile phone. Teacher's mobile numbers are available to all students.

File Description	Documents
Annual gender sensitization action plan	Nil
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	https://matoshreesctipniscollege.com/wp-content/uploads/2020/09/7.1.1-final-by-sonam.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	B. Any 3 of the above
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File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

Solid Waste:

The institute segregates the solid waste from wet waste and dry waste. The institute use Blue and Green Dustbin. Green dustbin is used for wet waste and blue coloured dustbin is for dry waste

Liquid Waste

We use septic tanks for toilet waste. These septic tanks are cleaned as per requirement.

Biomedical waste management

There is no biomedical waste in the campus as the college conducts Arts and Commerce Streams only and not Science Stream.

E -waste management

Institute takes efforts to minimize e-waste. Regular maintenance by technical staff and reutilization of spare parts of discarded electronic devices is a common practice

Waste recycling system

Students use newspaper bags to avoid use of plastic bags. Students also recycle the waste papers for preparing posters for exhibition. Students use the unused papers of notebooks and prepare independent notebooks by binding. Provision for segregating dry waste as paper waste, plastic waste and metal waste which is given to vendors for recycling..

Hazardous chemicals and radioactive waste management

NIL

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

B. Any 3 of the above

<p>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</p>	
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File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

<p>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</p>	<p>D. Any 1 of the above</p>
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

<p>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,</p>	<p>B. Any 3 of the above</p>
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scribe, soft copies of reading material,
screen reading

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

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).

Institution provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. Commemorative days like (1) constitutionday (2) Yoga day, many regional festivals. On the occasion of Navratri we organised 'Garbha', Ganesh Festival, are celebrated in the college. This establishes positive interaction among people of different racial and cultural backgrounds. There are different grievance redressal cells in the institute like Student grievance redressal cell, Women grievance redressal cell which deal with grievances without considering anyone's racial or cultural background. Institute has code of ethics for students and a separate code of ethics for teachers and other employees which has to be followed by each one of them irrespective of their cultural, regional, linguistic, communal socioeconomic and other diversities.

The institute also conduct 'Navhali Festival' festival and organize Traditional Day, Sari Day, in which students depict all states and languages, regional and communal diversity. This shows that the institute makes efforts for creating an inclusive environment. On 26th November each year we celebrate 'Constitutional Day' On this day all students and teachers read the preamble of the constitution followed by the lecture.

Due to Covid 19 Panedemic in the academic year 2020-21 only few activities were conducted by online mode.

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	No File Uploaded

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

The Constitutional day is celebrated by the Institute each year. On this day, guest lecture of renowned personality is arranged to imbibe constitutional values amongst students. On 26th November each year we celebrate Constitutional Day . On this day all students and teachers read the preamble of the constitution followed by the lecture. To inculcate values, rights, duties and responsibilities of citizens among the students the college displayed the 'Preamble of the Constitution' is displayed on the college campus. On the occasion of 15 August, Independence Day and 26th January, Republic Day, the Values, rights, duties and responsibilities of citizens are reviewed by the respected speaker.

During the lecture teachers also make students aware about the values, rights, duties and responsibilities of citizens among the student. The Institute also conduct various competitions like Poster making competition, Essay Competition, Rangoli Competition, Elocution Competition etc. The NSS Department make active participation by conducting various activity .

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

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

D. Any 1 of the above

**Code of Conduct is displayed on the website
There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

File Description	Documents
Code of ethics policy document	No File Uploaded
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	No File Uploaded
Any other relevant information	View File

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

The HEI organizes National festivals as well as Anniversaries for the great Indian Personalities this include.

1. Teachers day (5th Sept) As birthday of great teacher Dr. Sarvapalli Radhakrishanna
2. International Women's day (8th March)
3. International Yoga day (21stJune)
4. Independence Day (15thAugust)
5. Republic Day (26thJan)
6. NSS Day (24thSept) Birth and Death of anniversary of great personalities:
7. Mahatma Gandhi Birth and Death Anniversary
8. Dr. B. R. AmbedkarBirth and Death Anniversary

9. Constitution Day

10.Chhatrapati Shivji Maharaj Birth Anniversary

11.Vacahan Prerna Din (Dr.A.P.J. Abdul Kalam

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	View File
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 PRACTICE1.

1. Title of the Practice:

Vadhdivas -Dnyan Divas

2. Objectives of the Practice:

1. To encourages students to celebrate their 'Birthday' by donating book to the college library.
2. To inculcate the value of importance of book.
3. To avoid wasteful expenditure spend at occasion of Birthday.
4. To utilize the amount collected on occasion of birthday for better purpose like donation'.

BEST PRACTICE 2.

1. Title of the Practice:

'Matoshree Sumati Chintamani Tipnis' The State Level Intercollegiate Competition

1. Objectives of the Practice:

1. To provide a platform to students become a good speaker.
2. To develop students' skill in becoming a good communicator.
3. To build stage courage among the students.
4. To develop personality of students.

Note: The details best practices are uploaded in the given upload tab due to insufficednt of space

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

Graduating First Generation of The Society:

As per, vision of Vidya Mandir Mandal Trust, Matoshree Sumati Chintamani Tipnis College is Graduating the first generation of families. The college is providing higher education to the students belonging to the economically and socially backward community.

A first generation graduate student is one who is the first person in the family pursuing a graduate degree. We are proud to support our first generation graduates students. Most students who decide not to go to college because of financial conditions,

More than 32 percent of students graduating from the Institute are identified as first graduate in their family. The survey of first generation graduating students was conducted by collecting forms from students of the Institution studying in current academic year. The forms were collected under the title of 'Graduating First Generation Of The Society' consisting personal information of students like full name of the student, birth date & birth place, mobile No., Adhar card No., email-id of the student, caste, subcaste & religion, native place etc. Such

students have also filled the information about father, mother, other family members name & their education respectively. Students also write down their family income.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

Plan of Action for academic year 2021-22

- Successful completion of NAAC First Cycle
- Strict implementation of academic calendar and Follow up
- Organizing various competitions and activities on occasion of commemorative days
- Organizing workshop on Investment Awareness for students
- Organizing workshop/webinar on Learn How to Earn From Share Market for teachers
- Organizing Industrial visit/study tour for students
- Organizing State Level Elocution Competition
- Organizing workshop on 'How to prepare Power Point Presentation'
- Encourage and guide students to participate and achieve success in sports and cultural activities at Zone, District, State and National Level
- Organizing National level E-Conference for research scholars and teachers for promotion of research culture
- Registration of Alumni Association