


॥विद्या परं देवतम्॥

**शि.प्र.मं.स्व.तात्यासाहेब महाजन
कला व वाणिज्य महाविद्यालय
चिखली
जि. बुलडाणा -४४३२०१**




**S.P.M. Late Tatyasaheb Mahajan
Arts & Commerce College
Chikhli
Dist. Buldana -443201**

Shri R.G.Shete
President

Shri P.P.Bhala
Secretary

Dr Subhash D. Gawhane
Principal



Assessment Years 2018-19 to 2022-23

3rd Cycle

Assessment & Accreditation by NAAC

Criterion - 6

Governance, Leadership and Management

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Criterion 6 - Governance, Leadership and Management**Key Indicator - 6.2. Strategy Development and Deployment**

6.2.1 (QLM) The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc.

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Shri R.G.Shete President	Shri P.P.Bhala Secretary	Dr Subhash D. Gawhane Principal

Date :- 20-11-2023

Declaration

The Information, Reports, True Copies of the Supporting Documents, Numerical Data, etc. furnished in this file is verified by IQAC and found correct.

Hence this Certificate.


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<p>॥विद्या परं देवतम्॥</p> <p>शि.प्र.मं.स्व.तात्यासाहेब महाजन कला व वाणिज्य महाविद्यालय चिखली जि. बुलडाणा -४४३२०९</p> <p>College Code No. : 306 e-mail : spmtmchikhli@gmail.com</p>		<p>S.P.M. Late Tatyasaheb Mahajan Arts & Commerce College Chikhli Dist. Buldana -443201</p> <p>AISHE : C-43033 www.spmtmchikhli.ac.in</p>
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Policy Document
Institutional Perspective Plan
2018-19 to 2022-23.

In the academic year 2016-17, 2017-18 discussions about next five years - development goals have been done in CDC, IQAC and Staff Council. Yet, a 'written Perspective plan' was not made or published. Still those goals and aims have been kept in mind while preparing Annual Plan, presented through Thrust Points in the AQARs.

In addition to continuation of regularly conducted activities 2018-19, additional points of next AQARs cumulatively make our Perspective Plan for 2018-23.

Future Plan of Actions for Academic Year 2018-19

1. To continue existing activities.
2. To conduct workshop for students.
3. Alumni meets and Restructuring of Alumni Committee.
4. To conduct surveys on social issues.
5. To conduct various Environmental Awareness Programmes.
6. To Start centralized SMS system for better communication with students and parents.
7. To conduct some activity about women empowerment

Future Plan of Actions for Academic Year 2019-20

1. To regularize centralized SMS system for better communication with students and parents.
2. To submit proposals to start B.Sc. and M.Com Courses to Sant Gadge Baba Amravati University Amravati.
3. To submit proposals to various agencies for Major and Minor Research Project.
4. To begin centre for Distance Education of Maulana Azad National Urdu University, Hyderabad.
5. To promote staff to join MOOC courses.



Future Plan of Actions for Academic Year 2020-21

1. To submit new proposals and do follow-up to already submitted major and minor research projects.,
2. To organize online state or national Webinars, Workshop, FDPs etc.

Future Plan of Actions for Academic Year 2021-22

01. Registration of Alumni Association and to arrange Alumni Meet.
02. To run one or two add on courses.
03. To conduct one or two short term useful courses for students and teachers.
04. To conduct activity about intellectual property rights.
05. To create awareness for use of digital library in academic research

Future Plan of Actions for Academic Year 2022-23

1. To continue existing activities, preferably in offline mode. Use of special guests and experts may be done in online mode.
2. To conduct research workshop/ clinic or seminar/conference for students.
3. To regularize activities of Registered Alumni Association. To collect minimum 1 lakh rupees as their contribution.
4. To conduct minimum one short term (10 to 20 hours) useful course for students.
5. To conduct one day workshop for teaching and non-teaching staff about NAAC and National Education Policy 2020.
6. To conduct One day workshop/training for non-teaching staff.

It is matter of satisfaction that more than 80% of the annual plans have been successfully implemented. It has got reflected in AQARs 2018 - 2023 and Self Study Report.



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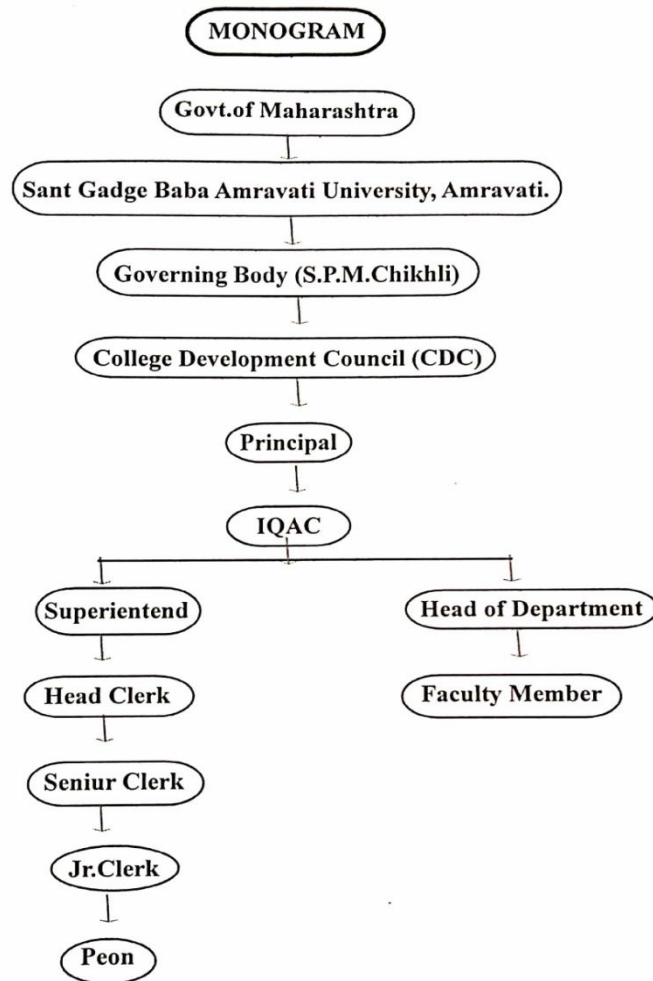
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POSITION AND FUNCTION INSTITUTIONAL BODY

POSITION	FUNCTION
GOVERNING BODY	<ul style="list-style-type: none">• To review academic and other related activities of the college.• To look after the Administration, development of education, growth and expansion of the institution.• To pass Annual Budget of the college, selection, appointment and promotion of employees.
COLLEGE DEVELOPMENT COMMITTEE	<ul style="list-style-type: none">• Prepare overall development plan of the college regarding academic, administrative and infrastructural growth, and enable the college to excel in curricular, co-curricular and extracurricular activities.• Make recommendations regarding the students and employees.• Discuss the reports of the IQAC and make suitable recommendations.• Recommend the administration about appropriate steps to be taken regarding discipline, safety and security issues of the college.• Consider and make appropriate recommendations on inspection reports, local inquiry reports, audit report, report of National Assessment and Accreditation Council etc.• Perform such other duties and exercise such other powers as may be entrusted by management and the university.
IQAC COMMITTEE	<ul style="list-style-type: none">• The Internal Quality Assurance Cell monitors the quality of services being provided by the institution to its stakeholders.• IQAC takes care of quality assurance strategies and processes.• To review the quality policy every academic year.• Parameters related to enhance the quality of the institution through workshops, conferences, FDPs, paper publications, innovations in teaching etc. are considered after the approval of IQAC Committee.



PRINCIPAL	<ul style="list-style-type: none">• To prepare all the agenda items, co-ordinate the conduct of meetings and arrange all follow-up actions, required.• To provide leadership, guidance, help to implement and monitor all the academic activities in compliance with the affiliated university.• To initiate all the developmental activities, monitor the progress and report to the Governing Body.• To ensure and receive all departmental plans and budgets for every calendar year.• To shoulder responsibility of the general amenities and arrangements for students and employees of college.• To monitor internal, university and other examinations.
COMMITTEES	<ul style="list-style-type: none">• Every committee has a faculty member as convener with two or more faculty members as committee members.• Committee convener chalks out a schedule of programs and oversees its execution

Governing Body:

The Institution has a Governing Body. It is the policy making body of the Institution. The governing body through its regular meetings reviews the performance of the institution, discusses the agendas prepared by the Principal and also approves the policy decisions. All new proposals are discussed at length and decisions are taken.

Governing Body Functions:

1. To appoint Principal, teaching and non-teaching staff on the recommendations of the selection committees constituted.
2. Scrutinizing and approving the budgetary proposals.
3. Suggesting and approving the student development programs.
4. To monitor and evaluate the teaching programs in the institute and suggest remedial measures.
5. Perform other such functions as may be necessary and deem fit for the proper development, and fulfilling the objectives of the college.

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

The Governing Body is the apex body in the organizational structure. Its members are elected every five years from the members of the parent trust Shikshan Prasarak Mandal, Chikhli. Dist. Buldana.

The Governing Body decides policy matters and takes key decisions including the confirmation of the services of the employees.

The College Development Council, established as per the Maharashtra Universities Act, 2016 consists of representatives of the management, teachers, non-teaching staff, IQAC and the society. It looks after the routine affairs of the college and works for the overall development of the college on a more frequent basis than the Governing Body.

The IQAC works for the promotion of quality culture in the institution and monitors teaching learning and evaluation processes. It also works for research promotion and a better student support. It coordinates various stakeholders via the management, the principal, the staff and the students.

The Principal is the executive head of the institution and is responsible for the daily administration. He monitors the routine functioning of the college. Being a small unit of 14 teachers and nearly 400 students on the compact campus, the Principal is the key person of our institution. He is assisted in this by the IQAC, the heads of various departments and other committees.

The Office Superintendent is the head of the college office which includes three sections - Establishment, Accounts and UGC, each headed by a head clerk. There are other clerks, assistants and peons to assist them in their work. Works like admissions, fee collection, scholarships, issuing of various certificates, maintaining service records of the employees, keeping accounts and dealing with UGC schemes are done by the college office.

The Librarian heads the library. He is assisted by Library Attendant. He is guided in his work by the Library Advisory Committee.

Service and Promotion Rules: The service rules are decided by the UGC and the State Government for the appointments and promotions of the Teachers, Director of Physical Education and Librarian which are followed.

For the non-teaching staff, the rules of the university and the State Government are followed.

Maharashtra Universities Act 2016 is also followed carefully. CAS promotions of the eligible teaching staff is done on time by the administration.



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