



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	MATOSHRI COLLEGE OF MANAGEMENT AND RESEARCH CENTRE, EKLAHARE, NASHIK.
Name of the head of the Institution	YOGESH MOHAN GOSAVI
Designation	Director
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	0253-2406681
Mobile no.	9960066489
Registered Email	mcmrc_director@rediffmail.com
Alternate Email	ymgosavi@rediffmail.com
Address	Near Odha Village, Nashik - Aurangabad Highway, Eklahre, Nashik
City/Town	NASHIK
State/UT	Maharashtra
Pincode	422105

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	private
Name of the IQAC co-ordinator/Director	Dr.Aarti Tushar More
Phone no/Alternate Phone no.	02532406682
Mobile no.	9422770378
Registered Email	more.aarti75@gmail.com
Alternate Email	aaartimore@rediffmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://mba.matoshri.edu.in/aqar
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://mba.matoshri.edu.in/academic_calendar

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.35	2020	08-Jan-2020	07-Jan-2025

6. Date of Establishment of IQAC	11-Sep-2018
---	--------------------

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
NAAC Accreditation First Cycle Completed	08-Jan-2020 2	4

Feedback collected from all stakeholders, analysed and use for improvement	21-Nov-2019 5	210
Participation in ARIIF	07-Nov-2019 1	1
Participation in NIRF	20-Nov-2019 1	1
Entrepreneur Meet	19-Oct-2019 1	8
IQAC Meeting	05-Jun-2019 1	9
IQAC Meeting	17-Nov-2019 1	9
Application for Grant under Quality Improvement Programme From Pune University	14-Sep-2019 1	1
Orientation Programme on MBA CBCS OBE	24-Dec-2019 1	8
Submission of AQAR	02-Mar-2020 1	1
View File		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2020 00	0
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities

No

during the year?

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

NAAC Accreditation 1st cycle Completed, Application for Grant under Quality Improvement programme from SPPU, Orientation Programme on MBA CBCS 2019 Feedback collected from all stakeholders,analyzed and used for improvement, Enterprenuer Meet, Submission of AQAR.

[View File](#)

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
UGC Twelve B, Two F	In Process
NAAC Accreditation	Achieved
NBA	In Process
Ph D Research Centre	In Process

[View File](#)

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Body	02-Mar-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

Yes

Date of Visit

29-Nov-2019

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2020

Date of Submission

03-Jan-2020

17. Does the Institution have Management Information System ?

No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

MES's MCMRC is an Institute affiliated to Savitribai Phule Pune University (SPPU). Institute's senior faculty members contribute their efforts in designing and developing curriculum at University level. Curriculum is designed and developed in consultation with industry experts, professional bodies to bridge the gap between academia and industry. The Institute received fund under BCUD/QIP schemes. The Institute provides ICT facility, smart classroom, well-equipped laboratories, e-learning resources, Internet connectivity with 4 Mbps. The Institute has adopted Outcome Base Education (OBE) framework for effective curriculum delivery and transaction on the curriculum provided by the University. The Institute has developed and mapped components like Program Educational Objectives (PEO), Program Outcomes (PO), Course objectives and Course Outcome (CO). Institute has done the mapping of each course outcome with the Program Outcomes to evaluate and achieve the teaching learning outcome. The Institute interacts with industries to identify the regional and global employment need, as well as conduct skill oriented programmes for students to make them industry ready. The Institute has started innovative programme MCL (Matoshri Champion League) which focuses on improving employability skill among students. The Institute also provides value added programmes to make students employable and to increase life skill in students. Apart from curriculum skill, orientation programmes are conducted and students are given academic flexibility to achieve their goals and objectives. The Institute has developed ERP system to monitor and facilitate the academic curriculum as well as overall functioning of the Institute. At the Institute level feedback are taken periodically from stakeholders and their statistical analysis is carried out by Academic Monitoring Committee (AMC) to achieve curriculum enrichment.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
Soft Skill	NA	09/09/2019	90	Employability	Soft Skills

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MBA	NIL	01/01/2020
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MBA	Financial Management	04/06/2019
MBA	Marketing Management	04/06/2019
MBA	Human Resource Management	04/06/2019
MBA	Operation and Supply Chain Management	04/06/2019
MBA	Business Analytics	04/06/2019

MBA	Pharma and Helathcare Management	04/06/2019
MBA	Rural & Agribusiness Management	04/06/2019
MBA	Tourism & Hospitality Management	04/06/2019

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	130	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
MS OFFICE	10/09/2019	90
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MBA	Marketing Management	33
MBA	Financial Management	27
MBA	Human Resource Management	15
MBA	Rural & Agri Business Management	5
MBA	Supply Chain Management	4
MBA	Operation Management	10
MBA	Information Technology	2
MBA	International Business Management	1
MBA	Digital Media and communication Marketing	2
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
Institute takes feedback from all Stakeholders like Students, Teacher, Alumni, Parents and Consider their valuable suggestions in enriching the curriculum. •

After collecting feedback from all stakeholders, the data is processed and analysis report is submitted to the Director. Then Director takes necessary action on it. • Parent's meets are conducted and suggestions of parents are considered for corrective measures. • Academic Monitoring Committee (AMC) is chaired by Director of the Institute. All Senior Faculties are member of this committee. • AMC used to monitor all the Academics, student Feedback and overall teaching learning process to achieve maximum academic performance of the students. • Guidance of experts/ guests in term of teaching to improve student performance. • The analysis and suggestions by AMC will benefit the institutional progress in quality education and research. • It also makes sure about keeping the transparency in faculty, staff and management with respect to objectives towards attainment of mission and vision of the Institute. • AMC create a mechanism to integrate various academic activities, enrichment programmes to enhance supportive administrative tasks and to communicate and achieve quick actions and get impact on quality objective of the Institute.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MBA	MBA	120	156	119
View File				

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	0	119	0	12	12

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
12	12	7	4	0	4

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Every year the MBA Part I and II students are divided in different groups headed by faculties. These groups function as teacher guardian groups wherein the group mentor (Teacher) tries to solve various problems of students related to curriculum, academic and co-curricular activities. All the students get academic and personal guidance and livelihood counseling from the concerned mentor. Students who are academically sound and sharp are given counseling to pursue coaching for competitive exams and research. Promising PG students are further counseled to concentrate on writing research papers. The Mentoring System renders strong resources that ensure the transition of a student to a successful professional. The mentors act as a bridge between the students

and the Institution, working alongside the Director and the Academic Committee. The mentors give invaluable advice to the students relating to their career as well as personal issues. Mentoring by college faculties has a huge positive impact on students' persistence and academic achievement in college. Mentoring is a valuable strategy to provide students with the emotional and instrumental support students need to achieve the goal of a college degree. By providing information, guidance, and encouragement, mentors play an important role in nurturing students' college aspirations, helping them prepare for the college. This is a continuous process till the end of academic career of the student. The mentor also guides his Mentees in how much they should try to achieve and how. MCMRC has adopted and implemented a Mentoring System as a student support measure. The system, though flexible, functions along well-defined lines. Each faculty member is the mentor of a group of 25 to 30 students allocated to him/ her by the Director. Critical issues are brought in the notice of the Director. The teacher meets the Mentees informally outside class hours as well and guides them regarding their career options. A documented record of the mentoring process is maintained by the mentor teacher for reference purposes. Mentors Responsibilities: 1. Helps in developing the Career Plan of the Mentee. 2. Works on the Attitude of Mentee. 3. Information about their Interest. 4. Mentoring in Specialization Selection: Matching with the potential of the Mentee. 5. Mentoring in Sector Selection / Assessing Sector Preference of the Mentor as well: Matching with the potential of the Mentee. 6. Following the Progress closely/ Performance in Tests, Academics etc. and maintaining the database as well. 7. Ensuring Mentee participation in events activities, and tracking performance as well. 8. Engagement in Academics, Soft skills, various events placements. 9. Writing Letters to parents of Mentee: Once a semester. 10. Mentors will have a meeting with Group Director once in Fortnight.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
218	12	1:18

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
12	12	0	2	3

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	NIL	Lecturer	NIL
2020	NIL	Lecturer	NIL
No file uploaded.			

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MBA	5122	3	07/12/2019	28/02/2020
View File				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Quality education requires an effective teaching and learning environment. To create such environment, Institute has a proactive tutor system using which an individual student's performance is evaluated throughout the semester. A

comprehensive feedback form is designed to analyze and adopt corrective measures in teaching-learning process. Institute is affiliated to Savitribai Phule Pune University (SPPU) and follows the continuous internal evaluation reforms framed by it. Institute adheres to all examination rules and regulations given by the University. All the examinations of the University like Online Examination, Theory Examinations and Oral / Viva examinations are conducted as per the SPPU norms. All circulars and notices regarding the University evaluation reforms are displayed and circulated among the students. Savitribai Phule Pune University has introduced a Choice Based Credit System (CBCS) from the Academic Year 2013-14. The SPPU has replaced the marking system used for the declaration of results by the Grading Systems. In this system, students are placed in ability band designated with Alphabetical Letters called Grades that represents a range of scores. The SPPU has changed the evaluation criteria from the Academic Year 2013-14. Under these criteria the full credit courses are evaluated for 100 marks out of which 30 marks are for internal evaluation, 20 marks for Online Examination and 50 marks for University written examination. The half credit courses are evaluated internally for 50 marks. Initially according to syllabus of 2008 there was no flexibility to select internal subjects but in syllabus of 2013 and 2016 i.e CBCS there are ample number of internal subjects from which student has choice to select internal subjects of his/her choice. The reforms at Institute level are: The internal evaluation is on concurrent basis. Individual faculty members are given the flexibility to design concurrent evaluation components for their respective subjects. A minimum of 3 concurrent evaluation components per full credit course and 5 concurrent evaluation components for each half credit course have been prescribed by the university. The institute has also been provided with the liberty to conduct additional components as may be required to assess students' Capabilities. In every semester institute conducts internal theory tests, mock viva exams. After examination, results are displayed on notice board and students with low marks are provided assistance with remedial lectures to improve results. Teacher mentor is appointed for a batch of 15 to 20 students and student-tutor interaction takes place twice in a semester. After class hours the students approach the teachers for their queries in their respective subjects. Any changes in the Continuous Internal Evaluation (CIE) methods are discussed in Staff meeting.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The University provides an academic calendar before the commencement of each semester wherein the number of days for teaching and slot for End-semester examination are available. This serves guidelines to frame an academic calendar at Institute level. To improve the quality of teaching-learning, institute prepares academic calendar for entire semester. The Director conducts meeting with all faculties and gives necessary guidelines on the basis of previous feedback. Choice based preferences are asked from the students for next semester in advance and allocation of responsibilities to the faculties is done accordingly in the meeting. The Institution adheres to the academic calendar for conduct of CIE as while preparing academic calendar the scope is given to decide to faculty members to decide dates of concurrent evaluation according to their lecture schedule and teaching plan for the subject they are teaching. With this scope faculty members fix the schedule for the concurrent evaluation and gives detail schedule to exam cell. After that, the exam cell prepares consolidated schedule for concurrent evaluation and sent to Program Coordinator for further information of students.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://www.mba.matoshri.edu.in/pos_cos

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
5122	MBA	MBA	71	52	73.24

[View File](#)

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://mba.matoshri.edu.in/feedback_analysis

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Total	0	NIL	0	0

No file uploaded.

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Intellectual Property India Office: Role and Functions	MBA	04/03/2020

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Innovation (The India Prespective)	Manisha D. Palde	Design Innovation Centre SPPU Pune	15/10/2019	Student

[View File](#)

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	01/01/2020

No file uploaded.

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
-------	----------	---------------

0	0	0
---	---	---

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
0	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	MBA	2	5.87
View File			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
MBA	8
View File	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	2020	0	0	0
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	2020	0	0	0
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	0	0	1
Presented papers	1	4	0	0
View File				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Independence day 15	MCMRC, Eklahare	12	162

August 2019	Nashik		
Teacher Day celebration	MCMRC, Eklahare NashikMCMRC, Eklahare Nashik	10	170
Ganpati Festival	MCMRC, Eklahare Nashik	12	160
Industry visit (Super collapsible Tube India Pvt Ltd)	MCMRC, Eklahare NashikMCMRC, Eklahare Nashik	10	160
Blood Donation Camp	MCMRC, Eklahare Nashik	12	162
Shubharambh	MCMRC, Eklahare Nashik	12	170
Alumni Meet- Fostalgia	MCMRC, Eklahare Nashik	14	165
Mahatma Ghandhi jayanti	MCMRC, Eklahare Nashik	12	165
Plastic waste cleaning movement Activity	MCMRC, Eklahare Nashik	10	165
Godavari cleaning activity	MCMRC, Eklahare Nashik	12	162
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
0	0	0	0
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Women Empowerment	MCMRC, Eklahare Nashik	Womens Day Celebration	12	150
Students Welfare	Student Development Cell, SPPU	Marathi Language Day Celebration	12	165
Swachh Bharat Mission	MCMRC, Eklahare Nashik	Godavari cleaning activity	12	160
Swachh Bharat Mission	MCMRC, Eklahare Nashik	Plastic waste cleaning movement Activity	10	162
Blood Donation Camp	MCMRC, Eklahare Nashik	Blood Donation	12	162

[View File](#)

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Guest Lecture	2	MCMRC Eklahare, Nashik	1
Expert Talk on NAAC	1	MCMRC Eklahare, Nashik	1
Industry Visit	82	MCMRC Eklahare Nashik	1

[View File](#)

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Entrepreneurship Development cell	MOU For Linkage	Saturday Club Gobal Trust	10/06/2019	10/06/2020	students
Summer Placement Final Placement	MOU For Linkage	Ashta Vinayak Gruh Udyog	04/02/2019	04/02/2020	students
Industry visit SIP Placement Research	MOU For Linkage	Super Collapsible Tube India Pvt Ltd	09/01/2019	09/01/2020	students
Training Development	MOU For Linkage	Edubridige Earning Pvt Ltd	07/01/2019	07/01/2020	students
Summer Placement , Final Placement Industry visit	MOU For Linkage	Right Tight Fasteners Pvt Ltd	01/08/2019	01/08/2020	students

[View File](#)

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Right Tight Fasteners Pvt Ltd	01/08/2019	Summer Placement , Final Placement	228

		Industry visit	
Edubridige Earning Pvt Ltd	07/01/2019	Training Development	228
Super Collapsible Tube India Pvt Ltd	09/01/2019	Industry visit SIP Placement Research	228
Ashta Vinayak Gruh Udyog	04/02/2019	Summer Placement Final Placement	228
Saturday Club Gobal Trust	10/06/2019	Entrepreneurship Development cell	228
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
2060000	2500000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Delplus	Partially	2.0	2009

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Library Automation	4836	8401	0	0	4836	8401
Weeding (hard & soft)	0	0	0	0	0	0
Others (specify)	0	0	0	0	0	0

Text Books	2195	482561	0	0	2195	482561
Reference Books	6206	1224061	0	0	6206	1224061
e-Books	150	0	0	0	150	0
Journals	24	49680	0	0	24	49680
e-Journals	217	0	0	0	217	0
Digital Database	0	0	0	0	0	0
CD & Video	110	0	0	0	110	0
View File						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	01/01/2020
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	66	1	1	1	1	1	1	32	0
Added	0	0	0	0	0	0	0	0	0
Total	66	1	1	1	1	1	1	32	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

32 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
video lectures	http://www.mba.matoshri.edu.in/media_center

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
21.15	16	42.5	20

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

There is very unique system and procedure for maintaining and utilizing physical, academic and support facilities - Laboratory, Library, computers, classrooms, equipments etc. All the colleges including Matoshri College of Management Research Centre is working under the umbrella of Matoshri Education Society. The society has separate 'Civil And Maintenance Department' which is common to all the colleges. Regarding IT and Computer related work Mr. Vilas Gunjal shoulders the responsibility. The 'Civil and Maintenance Department' shoulders the complete responsibility of all the civil and maintenance work. Any requirement regarding civil work, repair or maintenance work related to any infrastructure, as and when required, is communicated to Maintenance Department. After resolving the complaint, the final remark is put by Head of the Institute. Any Requirement regarding Civil Work, Repair or Maintenance work related any to Infrastructure, as and when require is noted in the Maintenance Register by the person who is facing the problem or need. Then the requirement is intimated to Civil And Maintenance Department via 'Inter office Communication'. A Sanction is obtained for the required work than the work is taken care by Civil And Maintenance Department. Intimation is given by the Department to the College, upon the completion of the work the register is signed by the Concerned person who has completed the work.

<http://www.mba.matoshri.edu.in/facilities>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	0	0
Financial Support from Other Sources			
a) National	STATE GOVT.SCHEMES	173	8598618
b)International	NIL	0	0

[View File](#)

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Remedial Coaching	23/08/2019	75	Matoshri College of Management Research Centre Nashik
Yoga Meditation	11/09/2019	86	Pradnya Kulkarni
Personal Counselling Mentoring	04/10/2019	215	Matoshri
Softskill Development	29/08/2019	130	Sachin Birari
language lab	16/08/2019	173	Matoshri

[View File](#)

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Career Counselling / Guidance for Competitive Exams	50	76	0	43
View File					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
4	4	4

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
12	62	14	29	62	29
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	9	MBA	MBA	Matoshri College of Management Research Centre, Nashik	MBA DUAL
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	0
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Matoshri Champion League (MCL) - Poster Buzz	Institution	189

[View File](#)

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	COLLAGE MAKING COMPETITION	National	0	1	12019253069	Deepali Sonwane
2020	SLOGAN FRAMING COMPETITION	National	0	1	12018288301	Manisha Palde

[View File](#)

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The institute has formed strong and proactive Student Welfare Council under Maharashtra University Act, 1994 (Section- 21) and as per the guidelines of Savitribai Phule Pune University. The advisory committee is formed in every academic year. It includes: Director, Management Representative, Student Welfare Officer, Lady Professor, Student Representative, Non-Teaching Staff. The college ensures representation in student welfare council based on gender, sports, culture, category etc. Student Welfare Council contributes in overall development of students. Institute plays a pivotal role in terms of sharing the benefits by effective planning of various student welfare schemes. It is ensured that student represent, involve and participate in both academic and administrative committees of the institute from time to time. These committees include course coordination, class coordination, library, lab activities, event management, placement etc. The event management committees consist of cultural, sports and industrial visits platforms. The role of students cannot be imagined without involvement in placement cell. They share job alerts to all, update on future events. In addition, recommend sessions on preparing for job interviews, aptitude sessions and other areas. Their support in pool campuses and Placement and Brochure Distribution is noticeable. Students are part of various committees which are formed to manage the event, activities successfully. They work for stage Decoration, escorting, food, registration, and public relations committees. They are anchors, coordinators, technical assistance, sportspersons or volunteers. The teachers support them as and when required. Various programs like MCL, Industrial Visits, Ice breaking, Ganesh Festival, Shubharambh, Dahihandi Celebration, National a conferences, In addition, industrial visits serve the purpose of upgrading them on current trends. Various workshops are conducted to keep them updated and upgraded as per the changing needs of the industry. The students take active participation in all of the following committees set up at the Institute since inception. Students are nominated to the various committees based on their qualifications and areas of interest. Library committee, Magazine Committee , Cultural Committee , Extension activities committee, Student council committee, Student welfare committee ,Excursion and Tours committee, Sports committee, Anti ragging and grievance redressal committee and Discipline committee On the suggestions of students various activities are conducted like additional sessions for communication development, personality development, activities added in annual sports, cultural programmes, celebration of various days etc.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Alumni Association was registered in the Academic year 2017-18 and came into force from the Academic year 2018-19 Main objective of the Association is to bridge the gap between the college and alumni. Association has been responsible for keeping complete track of alumni with their required details and inform them about the current changes and achievements of the institute. objectives 1.To provide a platform for meeting and exchange of ideas among the alumni, present students, faculty members and other members of the Association. 2.To foster strong bonds between alumni, students and the Institute . 3.To keep alumni informed and create a network of engaged membership base. 4.Support current students through different mentoring opportunities either by being a part of on campus lectures or provide internships recruit fresh graduates and organize career programs. 5.To strengthen Industry -Institute Interaction and operate related activities for the benefit of the students of the Institute. 6.Assist in establishing and administering job counseling centres, faculty/alumni recruitment council to help identify prospective qualified students and undertake educational/social activities to develop a personal relationship between alumni, faculty, and students. 8.To arrange and conduct professional, social and cultural Programmes for the benefit of students, members and society at large. 9. Support Life-long Learning, Benefits from lectures, discussion sessions, on-campus conferences, conducted by eminent alumni and subject experts.

5.4.2 – No. of enrolled Alumni:

34

5.4.3 – Alumni contribution during the year (in Rupees) :

17000

5.4.4 – Meetings/activities organized by Alumni Association :

1

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The Institute functions under the direct supervision of the Director. Day to day academic activities are taken care of by the Program Coordinator. Examination related activities are handled by Controller of Examination. Administrative Office, Examination Section and Library functions under the direct supervision of the Director. The Director conducts regular meetings with the concerned in charge and the concerned members to discuss various issues. The resolutions made are passed on to Director for further action. Similarly the outcomes of Director meeting are passed on to individual faculty or staff for implementation. The Long Term Financial decisions are taken by the Director the management of Matoshri Education Society. Therefore there is no decentralization regarding the same. But Participative management is practiced in the Institute. The Views/opinions ideas of all the staff members are taken into consideration before taking any decisions related to Academics, Co-curricular Activities Extra Curricular Activities. The following committees are in existence to decentralize the academic and administrative activities: IQAC, Disciplinary and Anti Ragging Committee, Grievance and Redressal Committee, Examination Committee, Training and Placement Committee , Alumni Committee, Staff Committee , Library Committee, Entrepreneur Devolvement Cell and

6.1.2 – Does the institution have a Management Information System (MIS)?

No

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Human Resource Management	AICTE/ Govt. Norms are followed for Faculty qualification and recruitment. Faculties attend refresher training program to upgrade their subject skills, technical skills. The Institution supports faculty members with financial grants for attending seminars, workshops and FDP.
Library, ICT and Physical Infrastructure / Instrumentation	Annual Budgets is provided by college for purchase of new volumes, titles, national and international journals. Purchase of books is done as per the recommendations of the subject experts to ensure availability of the all required teaching resources. Sufficient budgets are allocated for repairs and maintenance and up-gradation of equipment technology.
Teaching and Learning	FDP, Seminars, and Workshops are conducted. Classes are well equipped with overhead projectors to conduct presentations. Evaluation system for students is well defined and transparent. Additional support and inputs for weaker students. The institute conducts Co-curricular and extracurricular activities for skill development.
Curriculum Development	faculty members of the college were involved in the formulation of a new syllabus. Faculty Members were deputed as Subject chairman for paper setting process.
Examination and Evaluation	The examination for the programmes offered is conducted by the university and hence the college has no control over the evaluation. The class test is conducted as per procedure. Students can approach the exam cell regarding doubts and queries.
Industry Interaction / Collaboration	The Director , the Training and Placement officer have close liaison with the industry which helps in for better job placements opportunities and training of students and academic requirements. The Institute invites

	professionals from industry on various occasions to judge in MCL events and also guidance for students.
Admission of Students	Admission processed of MBA program is carried out by the Directorate of Technical Education, Govt. of Maharashtra through common Entrance Test. For the Institute level admissions, advertisements are placed in newspapers, the Institute website gives detailed information about admission procedure.
Research and Development	Faculty members are allotted as project guides to students to monitor the quality of their projects. Two Faculty members pursuing their Ph.D. degree.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Administration	<p>a) COLLEGE WEBSITE - http://mba.matoshri.edu.in/ The college website is used for hosting information and notices from time to time related to administration and students. The website has recently been re-designed.</p> <p>b) The Thumb Machine Software Thumb machine Software has been Procured for Attendance of Employee.</p>
Finance and Accounts	Tally ERP 9 is used for Transactions of Accounts
Student Admission and Support	<p>A) PURE STUDY ERP SOFTWARE - Institute has also provided Pure Study ERP software for Students Attendance, Communication through Mail, SMS etc. B) Centralize communication (Bulk SMS) ESDS SOFTWARE - Institute has also procurd Centralize communication (Bulk SMS) ESDS Software for Students Communication through SMS. C) PAYMENT GATEWAY BILLDESK- Institute has also procured Payment Gateway (Bill desk) online Payment System for students.</p>
Examination	a) EXAMINATION - - Institute has used e-Governance in Examination Section in the form of CCTV Camera. The CCTV cameras also provide an option of recording and viewing the footage.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support

2019	Dr.A.T.More	Faculty Development Program on MBA CBCS OBE 2019 Pattern	NA	50
2019	Prof.V.V.Aher	Faculty Development Program on MBA CBCS OBE 2019 Pattern	NA	50
2019	Prof.S.B.Pangavhane	Faculty Development Program on MBA CBCS OBE 2019 Pattern	NA	50
2019	Prof.S.H.Patole	Faculty Development Program on MBA CBCS OBE 2019 Pattern	NA	50
2019	Prof.A.N.Pawar	Faculty Development Program on MBA CBCS OBE 2019 Pattern	NA	50
2019	Prof.V.S.Kurkure	Faculty Development Program on MBA CBCS OBE 2019 Pattern	NA	50
2019	Prof.S.K.Bharati	Faculty Development Program on MBA CBCS OBE 2019 Pattern	NA	50
2020	Dr.A.T.More	7th Asia Pacific Business Research Conference ICSSR Mumbai	NA	1500
2020	Prof.V.V.Aher	7th National Conference on Mapping Management Education and Social Changes	NA	250
View File				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development	Title of the administrative training	From date	To Date	Number of participants (Teaching	Number of participants (non-teaching
------	---------------------------------------	--------------------------------------	-----------	---------	----------------------------------	--------------------------------------

	programme organised for teaching staff	programme organised for non-teaching staff			staff)	staff)
2019	Teaching Pedagogy on Entrepreneurship for Teaching Staff	NA	18/10/2019	18/10/2019	9	0
View File						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Faculty Development Program on MBA CBCS OBE 2019 Pattern	8	24/12/2019	24/12/2019	1
7th Asia Pacific Business Research Conference ICSSR Mumbai	1	06/01/2020	07/01/2020	2
Ph.D. Course Work Part II	1	08/01/2020	11/01/2020	4
7th National Conference on Mapping Management Education and Social Changes	1	09/01/2020	10/01/2020	2
View File				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
7	12	7	7

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Group Insurance Facility, Provision of travel grant for faculty members for attending academic conferences and seminars, Provision of	Group insurance facilities for the staff members to ensure safety, Provision of medical allowances and medical leaves as well as	Free ship Scholarship, Medical Insurance, Fee Waiver Scheme.

medical allowances and medical leaves as well as maternity leaves, Healthy and Hygienic work Environment.

maternity leaves, Healthy and Hygienic work Environment.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The institute accounts are audited regularly every year by the Chartered Accountant appointed by the parent management for pre audit and yearly audit system. For effective check on the accounts the 2 tire system is followed the internal and external audit. Internal Audit: The internal audit committees consist of Director of the institute, accountant and internal auditor. The parent management appoints internal auditor. He examines the details of fees deposited, expenditures, vouchers etc. and on this basis, he provides income and expenditure statement and balance sheet of the year. External Audit: The external Audit is done by Ostwal and Company Chartered Accountants. Chartered Accountant before the session comes to an end. The remarks given by the auditor are taken into consideration in the forthcoming years. There is no audit objection since last 5 years.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NIL
No file uploaded.		

6.4.3 – Total corpus fund generated

0000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		Yes	Director and IQAC Coordinator
Administrative	No		Yes	Director

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Suggestion are taken from the parents and implemented. Feedback from parents is taken and analyzed. Parent- Teacher meeting is Conducted.

6.5.3 – Development programmes for support staff (at least three)

Administrative Staff deputed for various workshops conducted by DTE and University of Pune and Understand various schemes available for students, Knowledge about university eligible procedure examination reform etc. Training programmes conducted for use of new administative software (ERP) to accounts and establishment staff.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

Organise refreshers training programme for faculty to update their knowledge

and Skills. Mentoring other institutions for NAAC related activities through conduct of audits and workshops. Conduct of workshops and course work for faculty and Students to enhance the quality of research.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	NAAC Accreditation First Cycle Completed	08/01/2020	08/01/2020	08/01/2020	4
2019	Feedback collected from all stakeholders, analyzed and use for improvement	26/11/2019	21/11/2019	26/11/2019	210
2019	Participation in ARIIF	07/11/2019	07/11/2019	07/11/2019	1
2019	Participation in NIRF	20/11/2019	20/11/2019	20/11/2019	1
2019	Entrepreneur Meet	19/10/2019	19/10/2019	19/10/2019	8
2019	IQAC Meeting	05/06/2019	05/06/2019	05/06/2019	8
2019	IQAC Meeting	17/10/2019	17/10/2019	17/10/2019	8
2019	Application for Grant under Quality Improvement programme from Pune University	14/09/2019	14/09/2019	14/09/2019	1
2019	Orientation Programme on MBA CBCS OBE 2019	24/12/2019	24/12/2019	24/12/2019	8
2020	Submission of AQAR	12/03/2020	12/03/2020	12/03/2020	1

[View File](#)

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
GUEST LECTURE ON WOMEN EMPOWERMENT	06/03/2020	06/03/2020	60	92
Women's Day Celebration	09/03/2020	09/03/2020	62	100

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
<p>1. Energy Conservation: The institute has taken due care for less energy Consumption including electronic ballast tube lights, electronic regulators for fans. All the older CRT based Computers are replaced by LCD monitor based Computers. Minimum requirement of tube lights and fans because of sufficient natural lights in class rooms, and staff cabins. Students and staff are motivated to use good practices such as to switch off electronic instruments, fans and tubes whenever not in use during practical hours. 2. Use of renewable energy: Institute has installed solar Panel. 10 KVA. Energy is generated and used by Institute from solar panel.</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	25/09/2019	1	Blood Donation Camp	Blood Donation to the Arpan Blood bank	150
2019	1	1	02/10/2019	1	Plastic waste cleaning movement Activity	To remove the Plastic Waste	162
2019	1	1	02/10/2019	1	Godavari cleaning activity	To clean the River	155
2019	1	1	14/10/2019	1	Health check up camp	Health check up	145

2020	1	1	27/02/2020	1	Marathi Language Day	Importance of Marathi Language	162
------	---	---	------------	---	----------------------	--------------------------------	-----

[View File](#)

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of conduct for students	18/07/2019	While the students as adult citizens of the country enjoy their rights, they also are expected to be aware of their responsibilities. The institute will not support any act that is illegal as construed by the law of the land. As adults, the students are expected to have a fair sense of which act is legal and what is illegal. They should conduct themselves both inside and outside the institute in a manner that is befitting an institute of this stature. In addition to being mature and responsible in conduct, the students are expected to respect the rights of the other students of MCMRC Eklahare Nashik.. The Institute encourages an allround development of students' personality and their progressive and creative thinking. At the same time, in order that they effectively discharge civic responsibilities and virtues, the institute sets its own terms of conduct that must be adhered to by the students.
Code of conduct for Teachers	25/07/2019	I. TEACHERS AND THEIR RESPONSIBILITIES: Whoever adopts teaching as a profession assumes the obligation to conduct himself / herself in accordance with the ideal

of the profession. A teacher is constantly under the scrutiny of his students and the society at large. Therefore, every teacher should see that there is no incompatibility between his precepts and practice. The national ideals of education which have already been set forth and which he/she should seek to inculcate among students must be his/her own ideals. The profession further requires that the teachers should be calm, patient and communicative by temperament and amiable in disposition.

Teachers should: (i) Adhere to a responsible pattern of conduct and demeanor expected of them by the community: (ii) Manage their private affairs in a manner consistent with the dignity of the profession (iii) Seek to make professional growth continuous through study and research (iv) Express free and frank opinion by participation at professional meetings, seminars, conferences etc. towards the contribution of knowledge (v) Maintain active membership of professional organizations and strive to improve education and profession through them (vi) Perform their duties in the form of teaching, tutorial, practical, seminar and research work conscientiously and with dedication (vii) Co-operate and assist in carrying out functions relating to the educational responsibilities of the college and the

university such as:
assisting in appraising
applications for
admission, advising and
counseling students as
well as assisting the
conduct of university and
college examinations,
including supervision,
invigilation and
evaluation and (viii)
Participate in extension,
co-curricular and extra-
curricular activities
including Community
service. II. TEACHERS AND
THE STUDENTS Teachers
should: (i) Respect the
right and dignity of the
student in expressing
his/her opinion (ii) Deal
justly and impartially
with students regardless
of their religion, caste,
political, economic,
social and physical
characteristics (iii)
Recognize the difference
in aptitude and
capabilities among
students and strive to
meet their individual
needs (iv) Encourage
students to improve their
attainments, develop
their personalities and
at the same time
contribute to community
welfare (v) Inculcate
among students scientific
outlook and respect for
physical labour and
ideals of democracy,
patriotism and peace (vi)
Be affectionate to the
students and not behave
in a vindictive manner
towards any of them for
any reason (vii) Pay
attention to only the
attainment of the student
in the assessment of
merit (viii) Make
themselves available to
the students even beyond
their class hours and
help and guide students
without any remuneration

		<p>or reward (ix) Aid students to develop an understanding of our national heritage and national goals and (x) Refrain from inciting students against other students, colleagues or administration.</p>
Code of conduct for staff	19/06/2019	<p>The UGC Regulations on Minimum Qualifications for appointment of teachers and other academic staff in Universities and Colleges and Measures for the maintenance of standards in higher education, 2010 published in the Gazette of India Part III sector 4 dated 30th June, 2010 applies to all teaching and non-teaching staff of Matoshri college of Management and Research center, Eklahare Nashik.</p> <p>1. Teachers should handle the subjects assigned by the Director 2. Teachers should complete the syllabus in time. Teachers shall produce good results in the subjects handled by them and are accountable for the same. 3. Tutor - Ward system must be effectively implemented. Teachers shall monitor the respective group of students who are attached to them. 4. Concurrent evaluation components should be designed in such a way that the faculty can monitor the student learning development and intervene wherever required. 5. The faculty must share the outcome of each concurrent evaluation component with the students, soon after the evaluation, and guide the students for betterment. 6. Individual faculty member shall have the</p>

flexibility to design the concurrent evaluation components in a manner so as to give a balanced assessment of student capabilities across Knowledge, Skills Attitude (KSA) dimensions based on variety of assessment tools. 7. Teachers should be good counselors and Facilitators. They should help, guide, encourage and assist the students to ensure that the Teaching-Learning Process is effective and successful. Value based education must be their motto. 8. Teachers should maintain decorum both inside and outside the classroom and set a good example to the students. 9. Teachers should carry out other academic, co-curricular and organizational activities that may be assigned to them from time to time.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Independence day 15 August 2019	15/08/2019	15/08/2019	174
Teacher Day celebration	05/09/2019	05/09/2019	170
Mahatma Ghandhi jayanti	01/10/2019	01/10/2019	177
Women Rights - Gender Equality	14/10/2019	14/10/2019	175
View File			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

a) Bicycles A bicycle is the most economical way of transportation. It helps to improve the health of the community. It is pollution free. Bicycles are used for internal travelling within the campus. Some staff members are also using bicycles to come to Institute occasionally. b) Public Transport Instiute provides bus facility. Apart from the bus facility, the members and students use public transport for their convenience. The institution instructs the students on transportation etiquettes like to remain polite, to follow traffic rules, offer their seats to the elderly people, pregnant women etc. Most of students and staff members use car pulling to come to Institute. c) Pedestrian Friendly Roads Pedestrian Roads provide a safe path for people to walk along

that is separated from the motorized traffic. They aid road safety. The institution wants to expand the pedestrian road surrounding the campus to encourage more multimodal transportation. d) Plastic free campus Initiative has been taken to make campus plastic free by discouraging use of plastic bags to minimize environmental damage and risks associated with it. e) Paperless office The use of paper is greatly reduced by maintaining e-records. This reduce carbon footprint. We use tally ERP.9 Software in office. f) Green landscaping with trees and plants Events like tree plantation, Clean India Campaign etc. are organized regularly. Green Audit is introduced but the Institute has taken care of environment problems and accordingly it has planted trees in and around the campus. Green Campus Competition is organized on the Independence Day, the Institute has jointly taken free plantation by the students and staff members. All these activities are carried out with the sole objective of environment awareness among students and staff members. The infrastructure is designed in such a way as to provide enough light, air and ventilation in the class rooms Trees and plants are planted around the building.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1 1. Title of the Practice Financial assistance to the deserving students through -Asarabai scholarship Scheme. (Given by Matoshri Education Society) 2. Objectives of the Practice Many students seeking admissions come from the rural/tribal areas with low economic back ground. So financial assistance is extended to these deserving students. The noble objectives of the practice are to extend financial aid to the poor students, especially from the rural, to enable them to get admissions. To support financially to all the deserving poor students without any discrimination of caste or creed. To inculcate the values of 'generosity' and a 'sense of social responsibility' among the students. 3. The Context Through a sincere commitment to all students and their families, Institute strives to eliminate financial and other barriers to higher education. Institute makes a conscious effort to reach out to those with exceptional economic and educational needs. These funds are provided besides the government scholarships. Government scholarship focuses on reservation categories or EBC category only but sometimes due to want of documents or rigid conditions, many students do not fit the bill. Institutional level scholarship caters to these students. The aim is to uplift the students from lower economic class. 4. The Practice Institutional level scholarship- Asarabai scholarship is given every year to the needy students. 5. Problems Encountered and Resources Required It is difficult to provide scholarships to all students. The Institute may cater to more students if more resources are made available through various measures Best Practice 2 1. Title of the Practice Matoshri Champaion League - A yearly activity to inculcate management and leadership skills among the students 2. Objectives of the Practice 1.To develop management and leadership abilities amongst the student. 2.To stimulate the flow of ideas and encourage students to think out of the box. 3.To inculcate Group Dynamics within the students and reduce stage fear amongst them. 4.To develop interpersonal skill among the students. 3. The Context Matoshri Champaion League is a yearly activity conducted by the institute where in various competitions like Poster Buzz, Extempore, Debate, Library Treasure Hunt, Ad-mad Show, Management Games, Business Buzz, One Minute Show, Documentary etc. are organized in the institute which develops healthy competitive skills among the students. It stimulates the flow of ideas and talent which helps in developing students. It also enhances group dynamics and encourages them to face the audience which further reduces stage fear. 4. The Practice Institute motivates students to participate in these competitions and award them by rewarding them the cash prize of Rupees 7000/- and Rupees 5000/- and trophy to winner and runner students. 5. Problems Encountered and Resources

Required Participation of students is not 100. There is no issue related to resources required. Best Practice 3 Mentoring Each student is allotted a faculty mentor from the first day at Matoshri College of Management Research Centre, Eklahare. Nashik. Faculty mentors are allotted on the basis of the students profile and the data collected on the basis of one-to-one interactions with the students by a panel of faculty members immediately after the orientation programme in the first week August. Faculty mentors act as friend-philosopher-guides to students. Each faculty is allotted 13-14 mentees.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

http://mba.matoshri.edu.in/best_practices

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

VISION: "To Establish a Centre of Excellence to build Multifaceted Personalities Nurturing Administrative Abilities and Social Values, Contributing to the Development of Nation" MISSION: To develop competent, professional value oriented management graduates to face Business Challenges. To provide an education that nurtures administrative abilities social values contributing to the development of society. To create an environment for developing Entrepreneurs to support Social Economic needs of Nation. The priority and thrust area in harmony to the vision and mission of MCMRC is "to Build youth of Multifaceted Personalities into effective managers, entrepreneurs and finest human beings". The Institute has adopted the best practices of the education to succeed in competitive business world with grace and without compromising with universal values and ethos. To develop competent, professional value oriented management graduates: At MCMRC we develop students for the challenges opportunities of the real world through balanced curriculum, fostering their personal professional development that transforms student's potential into career performer. The pedagogical methods at MCMRC includes mix of academics, case studies, field assignments, extracurricular and co-curricular activities, seminars and industry interactions which gives vent to the latent talent and helps to groom the core competencies and acumen of the students. Many of the students taking admission are from rural and vernacular background and we specially offer training in English language as a part of soft skills training. MCMRC is committed to transforming them to realize his or her full potential. The response from the corporate in the form of robust placements testifies the fact that we are on the right path. This ensures that students will be ready to face Business Challenges. To provide an education that nurtures Administrative abilities Social values: We understand the importance of Emotional Quotient and try to ensure holistic development of the students through Blood donation camps, visit and assistance to orphanages and old age homes every year, Swachh Bharat campaigns and Tree plantations. Our activities are focused on inculcating environment consciousness, human values and national values in the students. Guest lecturers related to importance of Yoga and meditation have helped increase spiritual growth of students. We also have Yoga and meditation sessions for the students for spiritual awakening. To create an environment for developing Entrepreneurs to support Social Economic needs of Nation: MCMRC is committed to the national vision of "Make in India." We realize the importance of nurturing job creators along with job seekers. The Institute on regular basis conducts and organizes various state level conferences, workshop and seminars for entrepreneurship development. MCMRC also has collaborations with Maharashtra Chamber of Commerce and MSME. Many of our alumni are successful entrepreneurs and there are more growing numbers of students opting for setting up their own businesses and not relying on

placements. We also organize Entrepreneur Meet in Institute to boost the students to start up their own business.

Provide the weblink of the institution

<http://www.mba.matoshri.edu.in/vision>

8.Future Plans of Actions for Next Academic Year

1. Preparation of institutional Academic Calendar for the academic year 2020-21 as per the guidelines of SPPU . 2. Admission of MBA as per the rules and regulations of Directorate of Technical Education and Govt. of Maharashtra insist the admission committee to supervise and discharge the entire work. 3. Orientation Programme for 1st year MBA Students in the 1st week of August. 4. Conduct Value Added Course for MBA I and II. 5. Inauguration of all Co curricular activities like Matoshri Champion League in first week of August. 6. To conduct Internal Assessment examination after eight weeks of Commencement of each Semester and shall follow the transparent evaluation system 7. To celebrate all state and national festivals in the Institute. 8. To arrange Guest Lectures and Programmes on different topics on current issues. 9. To start the Accreditation of NBA process. 10. To conduct value added course on MS Office. 11. To organize "Workshop on IPR" - Intellectual Property India office: Role and functions. 12. To organize for college level NSS activities. 13. To encourage students to OPT for ad on course (Swayam Moocs). 14. To organize remedial classes for slow learners. 15. Enhancing the public image goodwill of the Institute.