



Maratha Vidya Prasarak Samaj's  
**ARTS AND COMMERCE COLLEGE, TAHARABAD**  
Tal. Baglan Dist. Nashik

Accredited with 'B' Grade by NAAC

# **PERSPECTIVE PLAN**

**for**

**Academic Year- 2018-19 to 2028-29**



## **Introduction**

M. V. P. Samaj's Arts and Commerce College, Taharabad Tal. Baglan Dist. Nashik was established in the academic year 1997-98. The College has established an IQAC in the year 2018 that plays a crucial role in enhancing the quality of the institution and maintaining the quality measures. The college has prepared this Perspective Plan in which the IQAC has played a major role to plan it. The inputs of all the stakeholders have been considered as a base for the formulation of the plan. While preparing the Perspective Plan, the college has taken some measures such as catering quality education to students, motivating teachers for training programmes and encouraging them for research, etc. The plan has been designed in line with the motto of M. V. P. Samaj, Nashik and as per the vision and mission of the college. The plan has been kept for discussion and review before the Local Management Committee, and got approved from the board of Executives of the parent institute Maratha Vidya Prasarak Samaj, Nashik.

## **Curricular Aspects-**

- **Conduct of academic Audit-**

The college will invite experts and academicians from the reputed institutions to conduct its academic audit annually and an immediate action will be taken on the recommendations given by the team.

- **Strengthening of Existing programmes**

- **Quantitative Strengthening of Existing Programmes-**

As per the recommendations given by the NAAC peer team, the college will start Under Graduation Programme in Science faculty and skill based certificate courses in the college.

1. Undergraduate programme- 1. B. Sc.
2. Certificate Courses in the following departments-
  1. English
  2. Commerce

- **Augmentation of Academic Infrastructure**

In appropriate with quantitative expansion of programmes, we will augment our academic and physical infrastructure such as Lady Room, Laboratories, Computer Lab, Gymkhana, separate Departments, etc.



- **Qualitative Strengthening of Existing Programmes**

- **Use of ICT in Teaching Learning Process-**

We will use LCD projectors and computers to enhance the process of teaching and learning, Power Point Presentations, internet connections, etc.

- **Seminars and Workshops-**

- **Organisation of Seminars and Workshops**

The college will organize Seminars and Workshops in order to get the teachers and students acquainted with the emerging trends in the academic sector and other sectors such as trade and commerce, industry, farming, etc. The experts from the different fields will be invited in the seminars and conferences to deal with the latest trends.

- **Deputation of Seminars and Workshops**

The college will depute the faculty to participate in the seminars, workshops and conferences based on curricula.

- **Curriculum Design and Development-**

- **Participation in Curriculum Design and Development of University Level**

Our faculty will participate in the meetings, workshops and seminars organized for the designing and development of various courses and programmes.

- **Active Participation in Curriculum Design and Development at College Level-**

The faculty of the College will evolve the curriculum designed and developed by the university as per the need of the students by introducing remedial, bridge and certificate courses.

- **Effective Communication of Curriculum Design and Development to Faculty**

The College will organize seminars and workshops in the college to know the innovative tools of effective communication. It will also

depute the teachers for the participation in seminars and workshops held in other institutes.

- **Sensitization of Curriculum**

Our faculty will sensitize the learners systematically regarding the course design with its aims and objectives and its outcomes.

- **Academic Flexibility**

- We will have academic flexibility at course and programme level.

- **Feedback on Curriculum**

- The college will have mechanism to obtain feedback on curriculum. The analysis and interpretation of the feedback will help to evolve the curriculum.

## **Teaching-Learning Process-**

- **Innovations to be introduced in Admission process and Student Profile**

- **Transparent Admission Process**

We will admit the students based on merit of the student and as per the reservation policy of the government.

- **Monitoring of Teaching- Learning Process**

There will be two way process of communication between student and teacher, teacher and head of the department, head of the department and vice-principal, vice-principal and principal, etc. to monitor the whole process of academics and administration.

- **Dual Programme System**

The college provides traditional programmes such as B. A. and B. Com. at the same time some bridge courses, certificate courses and skill based courses will be provided to develop skills at the students.

- **Centre of YCMOU, Nashik**

The college will provide necessary infrastructure and conduct contact hours for the admitted students to strengthen the centre of YCMOU, Nashik.



- **Recording of Attendance**

The attendance of students will be maintained by the faculties. The students remained absent in the class for more than 60% will be communicated and the report will be sent to the parents of the concerned students.
- **Recognition of Meritorious students**

The meritorious students will be identified and felicitated in the programme *Samaj Din* (a programme celebrated on 19 August on the birth anniversary of Karmveer Raosaheb Thorat)
- **Catering to Diverse Needs**
  - **Supporting Academic programmes and policies commensurate to Needs of Students**

The college will conduct bridge courses and remedial courses for those who are lagging behind in education. The advanced learners will be motivated to enhance their knowledge, attitude, skills, etc.
  - **Encouragement to Students**

The college will encourage students to ensure their participation in co-curricular and extra-curricular activities and will arrange necessary activities in the college.
  - **Revision and Interactive Sessions**

The faculty will conduct interactive sessions and revisions on curriculum at the end of the semester/ year in order to prepare them for examinations.
  - **Parent Meetings**

Parents' meetings will be held in the college to discuss their wards' performance and attendance. They will be appealed to contribute in the improvement of their wards' performance.
  - **Access for information**

The college will provide easy access to daily newspapers, periodicals and internet which will strengthen the reading habit of the students and teachers.
- **Strengthening of Innovations and Discipline in Teaching-Learning Process**



- **Academic Calendar**

Academic Calendar of the next academic year will be prepared at the end of the current academic year that will involve the planning of co-curricular, extra-curricular and extension activities to be conducted throughout the academic year.
- **Faculty Handbook**
  - Faculty handbook shall be provided to the teachers that will contain planning of the workload, time-table, lectures and synopsis of every lecture/practical. It will also include certification of completion of syllabus at the end of the term / semester and academic year.
  - The academic work such as lectures, practicals, tutorials, etc. shall be allocated as per the norms and discussion in departmental meetings.
  - Faculty handbook shall be checked by the Head of the Department and ensured by the Principal periodically.
- **Allocation of Academic Work**

Academic, co-curricular and extra-curricular work will be allocated among the staff by constituting different committees and associations.
- **Student Centric Methods of Teaching**

The student centric methods of teaching will be used to ensure their active participation.
- **Strengthening of Academic Programmes**

The necessary programmes and courses based on skills development will be started and strengthened in order to develop skills at students.
- **Motivation for Research**
  - The teachers and students will be motivated to do research.
  - The teachers will be encouraged to go for research degrees such as Ph. D., Post-doctoral programmes, etc.
- **Strengthening of Innovations in Teachers' Quality**

The teachers' quality in terms of innovations will be enhanced by deputing them to participate in seminars, workshops, faculty development programmes, induction programmes, etc.



The college will organise seminars and conferences to improve the quality of teachers.

○ **Evaluation of Teachers by Students**

The college will strengthen the system of teachers' evaluation by taking feedback from the students that enables teachers to develop a sense of accountability, confidence, and readiness to receive criticism, develop openness, sense of introspection, and improve the overall performance of teachers in teaching. The necessary suggestions will be given to the teachers.

○ **Self-Appraisal of Teachers**

The college will strengthen the self-appraisal system to enable the teachers to realize their academic standard and engage them in various activities to excel their academic performance.

○ **Periodical Meetings**

The college will conduct periodical meetings of faculties for taking feedback about teaching and evaluation and checking its adherence to the teaching plan.

○ **Complaint / Suggestion Box**

The complaint /suggestion box will be placed in the college to receive the suggestions and complaints that will be then scrutinized and analysed for further improvement.

○ **Monitoring Mechanism for Arrival and Departure Time**

The college has biometric system to develop the sense of regularity and punctuality of the teachers and to maintain the record of their arrival and departure time.

○ **Democratic and Participative Working**

For the optimum performance of the teachers in the teaching and learning process, the college will strengthen democratic and participative working system.

○ **Recognition of Achievements**

The college will continue the policy of appreciating the teachers' achievements in their academic, social and personal life by felicitating and awarding them in the programmes.



○ **Staff Academy**

The college will run Staff Academy by arranging the lectures of staff and eminent personalities on current issues and relevant topics.

○ **Introduction of Innovations in Evaluation Process**

○ In order to strengthen the process of evaluation of students' performance, the college will continue to evaluate the students with various evaluation tools such as tests, assignments, presentations, projects, viva-voce, term / semester examinations, etc.

- The college will frame a Discipline Committee to monitor students' movements and behaviour to maintain conducive environment on the campus.
- Subject-wise examination results will be analysed. It will be discussed to improve the future results.
- The college will continue the system of categorization of students on the basis of their performance in the various tests into slow, medium, and advanced learners in order to deal with them accordingly and to prepare a policy of teaching.
- The students with poor performance in the mid-term or the semester examination will be counselled and extra lectures will be arranged for them to bring them in the main stream.

Thus, combined effect of traditional education, non-formal programmes, and the sub-centre of YCMOU, Nashik will create comprehensiveness in the academic performance of the college and enhance its ambience. Along with lecture method the teachers will also use ICT tools, audio-visual aids and encourage them to participate in group discussions, competitions, various seminars and workshops, etc. The students will be given opportunities to organise programmes to improve their organisational skills and to make them known about various responsibilities such as reception, registration, stage decoration, hall arrangement, board writing, compeering, etc. The aim of this innovation will be the holistic development of the students based on skills and values.



## **Research, Consultancy and Extension**

### **Research**

- The college encourages the faculties and students to do research in their respective fields. The faculties are provided with incentives to promote the teachers to do research.
- The students and faculties will be provided with instruments, laboratories, ICT facilities, library and other requirements as per the needs for carrying out the research activities.
- The workshops will be organised for the students to inculcate research aptitude among them and enable them to do research projects.
- The faculties and students will be appreciated by awarding and felicitating them for their achievements in research.
- The college will continue to depute the teachers to participate in the various training programmes, seminars and conferences.
- The faculties will be motivated to do doctoral research.

### **Consultancy**

- The college will organize of expert lectures to promote consultancy aspect.
- The college will continue to appreciate and recognize the faculty who provide consultancy services.

### **Extension**

- We will strengthen our NSS units to accomplish more number of extension activities.
- The college will offer a boys' unit of NCC.
- The college will provide its library facility for every needy person and the alumni.
- We will extend Sports facilities to NGOs and other associations.
- The college will provide Ground facility to the people of nearby vicinity.
- The various departments of the college will organise variety of outreach programmes.
- Blood Donors' directory shall be prepared. In time of emergency the blood will be donated to the needy patients at free of cost.
- The college premise will be always made available for the organizations of functions of NGOs / GOs.
- The college will organize awareness programmes on health hygiene and personal sanitation, electrical safety, soil testing, environment, cleanliness campaign, energy and



environmental conservation campaign and tree plantation, at the adopted village under NSS program and at college campus.

- We will organise Road Safety Programmes in Taharabad in collaboration with Police Station, Jaykheda.

### **Infrastructure and Learning Resources**

Following strategic policies will be adopted regarding Infrastructure and Learning Resources

- Augmentation of infrastructure and learning resources
- Continuous improvement infrastructure and learning resources
- Optimum utilisation of infrastructure and learning resources
- Maintenance of infrastructure and learning resources
- Efforts to obtain grants for infrastructural development

### **Specific practices of institution for infrastructure and learning resources**

- Provision of adequate number of spacious and well-ventilated classrooms
- Adequate number of well-equipped laboratories
- Separate building of library with enough space, computers, ever increasing holdings, and user-friendly library services
- Seminar hall with audio-visual facilities
- Good quality furniture
- Separate departments with well-equipped furniture
- Well-furnished and computerised Administrative office
- Ladies Common Room
- Smart class-rooms
- Language laboratory with 10 learning stations
- Playground with indoor and outdoor sports facilities
- Well-equipped Gymkhana and Gymnasium
- Separate and well-furnished NSS office
- Maintenance and cleanliness of infrastructure
- Installing solar system coupled with generator facility to provide uninterrupted electricity supply.
- Partial automation of Library services
- Reading rooms facility to alumni and outsiders



## **Student Support and Progression**

### **○ For Students**

- The students from academics, NSS, cultural, sports and research activities who have scored ranks will be felicitated by offering cash prizes, mementos and certificates.
- The sport kits such as sports shoes, kits and other essential articles will be provided to the students which involve in sports activities.
- The college will establish Health Centre where first aid and basic medical facilities will be made available. The service of doctor will be made available in emergency.
- All the students will be insured under Group Insurance Scheme.
- The college will have a Centre for Career Guidance, Placement and Counselling which will provide career guidance and placement facilities to the students
- The college will organise welcome ceremony to the fresher and farewell to the outgoing graduate students.
- Students' friendly environment shall be created within the campus to help the students from rural background to build their confidence.

### **○ For Alumni**

- The alumni will be allowed to utilise Library and reading room facility.
- They will be informed to ensure their participation whenever there is a programme of Career guidance and placement camps in the college.
- They will be provided with College ground and gymnasium facilities.
- They will be invited for social, cultural and academic programme of the college.

### **○ Governance and Leadership**

#### **○ Institutional Vision and Leadership**

- The college will take efforts to communicate the Vision and mission of the institution to all stake holders.
- The employees under the guidance of management will work for the progress of the institution
- Democratic and transparent organisational structure will be provided to all the stakeholders to get their ideas.

#### **○ Organisational Arrangement will be made to facilitate**

- Administration will be decentralised to shoulder accountability to everyone.
- All the faculties will be involved in the overall functioning of the institution.
- All accountabilities will be distributed equally among the staff.

- The role of all committees will be already defined with proper accountabilities and objectives.
- Efficient Women Development Cell and Students' Welfare Committee having wide representation of students in decision making, execution of policies and developmental aspects of the college.
- Appropriate interference of the management in the daily functioning of the college

○ **Strategic Development and Deployment**

The formulation of the Perspective Plan will be carried out with the ideas of all the stakeholders having thorough review of the academic programmes and analysis based on feedback and SWOT/C analysis.

○ **Human Resource Management**

For effective Human Resource Management following steps shall be taken-

- Comprehensive and effective performance appraisal of faculty and staff.
- Team building, initiatives and good interpersonal relations.
- Conducive work environment will be maintained.
- Liberty will be given for using of the innovative ideas and ICT in teaching-learning system.
- Various schemes will be provided for staff welfare.

○ **Financial Management**

For effective Financial Management following steps shall be taken-

- Appropriate budget will be allocated as per the needs of the respective departments for the overall growth of the institution.
- Freedom will be given to the respective departments to utilise the budget allocated.
- Timely audits of every account and monitoring mechanism will be carried out.
- Efforts will be taken to obtain development grants from funding agencies such as UGC, PM-USHA and University, etc.

  
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