



Marathwada Shikshan Prasarak Mandal's

ARTS, COMMERCE & SCIENCE COLLEGE

Kille-Dharur, Dist. Beed 431 124 (M.S.)

ISO:9001:2015

NAAC Re-Accredited 'A' Grade

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I/C Principal

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

The college is governed by the Marathwada Shikshan Prasarak Mandal, Aurangabad and permanently affiliated to Dr. Babasaheb Ambedkar Marathwada University, Aurangabad.

1. Administrative Setup:

The organizational structure consists of the Parent body- the Marathwada Shikshan Prasarak Mandal, Aurangabad. The President of the governing body is Hon. Shri. Prakash Sundarrao Solanke, MLA and Ex-State Minister of Maharashtra, and the Secretary is Hon. Shri. Satish Bhanudasrao Chavan, MLC, Maharashtra. The President and the Secretary along with the Executive Council Members of the M. S. P. Mandal are entrusted with the power of designing policies and taking decisions for smooth functioning of the college.

2. College Development Committee (CDC):

Constituted as per Maharashtra University Act, 2016, the CDC is an apex body and acts as a link between the Management and the College. It comprises of Office Bearers of the Management, the Principal, teacher representatives, and non-teaching staff representatives. The CDC plays a significant role in budgetary matters of the college and is actively involved in taking policy decisions in issues related to development of the college. The CDC also appraises the Management about vacancies and recruitment of teaching administrative and support staff of the college. A minimum of four meetings of the CDC are held during the academic year to assess the needs and work towards the progress and development of the college.

3. Internal Quality Assurance Cell (IQAC):

The IQAC is considered as the think-tank of the college. It comprises of the Principal, Co-Ordinator, teachers, members of the management of the M. S. P. Mandal, and other stakeholders like student representative, Alumni, parent representative and representatives from industry, education, and corporate sectors. All academic, curricular, extra-curricular, extension and developmental activities come under the purview of the IQAC. As an Advisory body, the IQAC helps to initiate student and staff exchange programs and assist in their empowerment. The college IQAC has been playing a significant role in mentoring different colleges with whom MoU has been signed.

4. Academic Administration:

The Principal is assisted by Two Vice Principals followed by the Heads of the departments and faculty members and One Supervisor for Junior College along with faculty. For official matters, the Office Superintendent is assisted by the Senior and Junior Accountants, clerks, and support staff. At the department level, the organization includes Heads of departments, faculty members and non-teaching staff.

5. The Librarian:

The Librarian is the head of the Central Library and is assisted by the Library Attendant and Peon.

6. The Physical Director:

The Physical Director heads the Department of Physical Education and Sports and has an attendant for his assistance.

7. College-level Committees:

The overall functioning of the college is carried out smoothly and effectively with the help of different internal committees dedicated to student development through academic, research, curricular, extra-curricular, extension and outreach programs and activities conducted all through the academic year.



8. Academic Planning Committee:

While the Academic Planning Committee chalks out a detailed Academic Calendar, the other committees work in perfect synchronization for overall student development and qualitative and quantitative growth of the institution. The Admission Committee monitors the intake of students to various UG programs based on the admission policies of the Govt. of Maharashtra and guidelines laid down by the parent university (Dr BAMU) However, the Management of M. S. P. Mandal, while adhering to the government rules with respect to the number of students, also ensures that admission is given to deserving students based on merit through indigenously designed entrance tests. The college ensures admission and caters to students with diverse needs viz. girl students, students from socially and economically deprived strata and *divyanjan* category. Students are also made aware of various government schemes, scholarships, and free ships which they can avail during their academic program.

Teachers' Aid Fund is a scholarship scheme initiated by the college, wherein every teacher voluntarily contributes, and the fund collected is used to provide financial assistance to needy and deserving students. In addition to this, the Management of the college provides financial assistance to needy and meritorious students through endowment scholarships instituted by the alumni and faculty members of the college. The college also takes efforts to approach various NGOs and philanthropic organizations for sponsoring the tuition fee of economically weak but deserving students.

9. Appoint and Service Rules, Procedures etc.:

The college follows the rules and regulations laid down by Dr. Babasaheb Ambedkar Marathwada University, Aurangabad, UGC, New Delhi and Government of Maharashtra. For recruitment of non-teaching staff, the Management follows the rules set by Government of Maharashtra. However, certain policy decisions in this regard are taken by the Management of M. S. P. Mandal and carried out at the college level. The Management of the college takes great care to ensure the quality and academic standards of teachers. Recruitment of teachers is carried out meticulously by screening of applications and Interviews conducted by a panel of experts who test the candidate for their subject knowledge, communication skills and other pre-requisites of a good teacher. Academic skills of in-



service teachers are upgraded periodically by encouraging them to engage in research activities, participation in faculty development programs and enrichment courses.

10. Promotional policies:

Promotion of teachers is based on the Career Advancement Scheme (CAS) of the UGC and Government of Maharashtra. The promotion of non-teaching staff is carried out as per the rules and regulations of Government of Maharashtra.

11. Grievance Redressal Mechanism:

Grievance Redressal Mechanism is effectively implemented through dedicated committees constituted for the purpose.

12. Grievance Redressal Committee:

The college has a Grievance Redressal Committee, Women's Redressal cell, Anti-Sexual Harassment Committee, Anti-ragging Committee, and Discipline Committee for proper redressal of the grievances of students and the faculty.

Display boards are mounted at strategic locations on the campus, stating rules, regulations and statutory warnings necessary to maintain discipline and abide by the code of conduct. Both students and staff are thus made aware of the authorities they may approach in case of any grievance. Grievance Redressal Cell addresses and assesses the nature of the grievances while maintaining confidentiality. The complainant is informed about the disciplinary action taken. Also, certain rules and strategies are followed to avoid recurrence of any untoward incidents.



Dr. D. N. GANJEWAR
IQAC Coordinator

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