

Annual Quality Assurance Report (AQAR)

Name of the Institution: Modern College of Arts, Science and Commerce, Ganeshkhind, Pune 411 053.

Year of Report: 2010-2011

Section A: Plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement

The College was due for Reaccreditation in this academic year. The IQAC has planned preparation for this assessment by encouraging teaching and non teaching staff and students to participate actively in the planning and execution of reaccreditation process. The Cell planned a number of regular and special activities for the year. Also a number of special committees were formed to look after the accreditation process. An academic calendar was prepared which gives a detailed schedule of all activities for smooth functioning of the College. The action plan chalked for the year was as under -

1. To complete successfully reaccreditation process.
2. Planning of Entrance Examinations to be conducted for admissions of various courses.
3. Admission procedure for academic year 2010-2011.
4. Introducing Biometric attendance system for teaching and non teaching staff.
5. Planning of co-curricular and extra curricular activities.
6. Launching of new self financed Certificate Courses.
7. Sending proposals for financial assistance to different funding agencies.
8. Planning for giving additional library facilities like Digital Library in its new location.
9. Setting up UGC Network Resource Centre.
10. Setting up well equipped computerized language laboratory.
11. Constitution of different committees for smooth conduct of the activities
12. Strengthening system of Central Documentation.
13. Enhancement of placement cell activities.
14. Launching Competitive Examination Cell.
15. Starting remedial teaching for SC, ST, OBC and Minority students.
16. Organizing Faculty Development Programmes.
17. Organizing Personality Development Programme for students.
18. Planning of study tours, industrial visits and field trips.
19. Planning of activities to reach out to the community.
20. Infrastructural development.

Section B: Details in respect of the following.

1. Activities reflecting the goals and objectives of the institution—

The goals and objectives of the institution are to contribute towards overall personality development of students and teachers by enhancing their working skills. This is achieved through promotion of research and extension activities and offering different academic programmes. Keeping this goal in mind following programmes were organized

Biotechnology Department	“Biozone” -Hands on training programme on advance techniques in Biotechnology for M.Sc. (Biotechnology) students
Commerce Faculty	Interclass Business and Finance Quiz, Advertising Layout Competition, In house magazine ‘Commerce Horizon’.
Computer Science Department	Technical Fest for Undergraduate students
Language Departments	Flair (wall magazine) on Status of Women in India, Film Show, Lecture on How to write Statement of Purpose. Intercollegiate Essay writing competition, General Knowledge Quiz
Geography Department	Film show, Trekking, Visit to zero garbage project of municipality
History Department	Slide show, Quiz, One act play
Mathematics Department	Guidance for Madhava, state level competition, Mathematics club displayed paper cuttings, poems and question of the week
Microbiology Department	Rangoli Competition Based on Microbiology as a theme, UDAAN a wall magazine to focus on career opportunities, Testing of Potability of drinking water in college Premises, Testing of quality of food from the canteen
Physics and Chemistry Department	Interclass Quiz
Politics Department	Essay Competition on occasion of National Voters Day, Workshop and group discussion
Science Association	Felicitation of University toppers, Display of paper cuttings, Book exhibition
Sociology Departments	Surveys and Field visits to Remand home and Old Age home, Wall magazine and study circle
Statistics Department	Quiz, Projects on real life situation
Student Welfare Department	Disaster Management workshop, Vidyarthini Manch a programme entitled ‘Arogya Samvad’ , Opening of Student Store, Employment Card Registration Drive
National Service Scheme	Blood Donation Camp, Winter Camp
Arts Circle	Participation in different Drama Competitions, Organization of a cultural event during NAAC Peer team visit
College Activity	Yuva Saptah (Cultural week for students of all faculties), Sports week, Selection of University Representative and Best Student of the Year, ‘Vividha’ entrepreneurial exhibition, Soft Skill Development Programme.
Extension Activities	Workshop for Senior Citizens and Self Help Groups

Other activities	Wall magazines, Project presentations, Seminars, Group discussion, Celebration of Woman's Day and Educational and Industrial visits, Guest lectures
Psychology Department	In house magazine Kaleidoscope, Disha Psychology club, interclass quiz

2. New academic programmes initiated

- Certificate Courses (1) Embedded C and Robotics by Electronics Department
(2) Advanced Biological Techniques by Zoology Department

3. Innovations in curricular design and transaction -

Since ours is an affiliated college we have limited scope in curricular design however our staff members took active participation in syllabus revision process. Some of the staff members participated in syllabus revision workshops. One of our teachers is the member of Board of Studies.

4. Inter-disciplinary Programmes started –

- Office Automation Course run by the Commerce faculty is made available to Arts faculty students.
- Spoken English Course

5. Examination reforms implemented

- In order to conduct examinations smoothly, internal squad is appointed. They help in controlling malpractices, if any at the examination hall.
- In order to maintain transparency, answer papers of internal examinations duly assessed are shown to students and their signatures are obtained on the answer sheets as well as internal mark sheets.

6. Staff/Students qualified: NET/SLET/GATE etc.

Students NET 1, SLET 1, GATE 2

7. Initiative towards Faculty Development Programme—

Faculty Development Programmes arranged--

1. An orientation workshop by experts from ICFAI University on Teacher as a Mentor for all staff
2. Two staff members from Microbiology and Biotechnology department completed Refresher Course.
3. Our staff members attended Faculty Development Programmes, conferences and seminars and presented papers at National and International Level.

8. Total number of seminars/workshops conducted

Two day State Level seminar on 'Sustainable Development and Agriculture' was organised jointly by Geography and Economics Department

9. Research projects - (a) Ongoing—19 (b) Completed—03 : Total = 22

Ongoing Minor Projects	Funding Agency		Funds in Rs.		Total in Rs.
	UGC	BCUD	UGC	BCUD	
English	1		75,000=00		75,000=00
Geography	1		90,000=00		90,000=00
Psychology	1	1	1,50,000=00	1,00,000=00	2,50,000=00
Commerce	1		75,000=00		75,000=00
Botany		1		50,000=00	50,000=00
Computer Science		2		3,00,000=00	3,00,000=00
Zoology	1	2	50,000=00	5,61,500=00	6,11,500=00
Microbiology		3 completed 1 ongoing		4,50,000=00 2,00,000=00	1,50,000=00 6,00,000=00
Chemistry	2	3	2,75,000=00	3,25,000=00	6,00,000=00
Biotechnology		1		2,50,000=00	2,50,000=00
Electronics		1		1,00,000=00	1,00,000=00
Total in Rs.			7,15,000=00	24,36,500=00	31,51,500=00

10. Patents generated—Nil

11. New collaborative research programmes – Nil

12. Research grants received from various agencies

Funding Agency UGC –Amount Received in 2010-2011 - Rs. 23,27,500=00

13. Details of research scholars

Teachers pursuing Ph.D. (5),

Teachers awarded Ph.D. (2)

14. Citation index of faculty members and impact factor

- Principal Dr. Sanjay Kharat
Freshwater fish fauna of Koyna river, Northern Western Ghats, India
Journal of Threatened Taxa, 3(1). Impact Factor 0.24
- Dr. Mukula Kulkarni (Chemistry) Inorg Chim Acta 2010,363(8), 1813-1817
Citation index: ISSN0020-1939 and impact factor 2.322
- Dr. Vinay Kumar (Biotechnology) (2010 and 2011) **Total Impact Factor: 5.4**
 - Kumar V, Shriram, Kavi Kishor PB, Jawali N, S hitole MG. 2010. Enhanced proline accumulation and salt stress tolerance of transgenic indica rice by over expressing P5CSF129A gene. Plant Biotechnology Reports, 4(1): 37-48.
Citation Index: ISSN 0365-0340 Impact Factor: 1.2
 - Shriram V, Kumar V, Suryawanshi SB, Upadhyay AK, Bhat MK. 2010. Cytotoxic activity of 9,10-dihydro-2,5-dimethoxyphenantherene-1,7-diol from *Eulophia nuda* against human cancer cells. Journal of Ethnopharmacology, 128: 251-253. Citation Index: ISSN 0378-0875 Impact Factor: 2.3
 - Shriram V, Jahagirdar S, Latha C, Kumar V, Dhakephalkar P, Rojatkar S, Shitole MG. 2010. Antibacterial and antiplasmid activities of *Helicteres isora*.

15. Honors/Awards to the faculty:

Sr. No.	Name of the Teacher	Department	Details of Award/Honour	Awarding Institute
1	Principal Dr. Sanjay Kharat	Zoology	Karya Gaurav Puraskar	Manav Vikas Pratishthan
			Best Principal Award	P.E.Society, Pune
2	Mrs. Sneha Ogale	Microbiology	Maniratna ShikshakGaurav Puraskar	Manibhai Trust, Pune
3	Dr. S.A. Inamdar	Zoology	Selected as Programme Coordinator of National Service Scheme	University of Pune
4	Dr. Savita Sabnis	Hindi	Maniratna ShikshakGaurav Puraskar	Manibhai Trust, Pune
			Vidya Bhushan Award	Nehru Youth Centre, Dept. of Sports and Youth Welfare, Gov. of India, New Delhi
5	Mrs. Varsha Joshi	Physics	Best Teacher Award	P.E.Society, Pune
6	Dr. Mukula Kulkarni	Chemistry	First prize for paper presentation	Asia Pacific Symposium on Radiation and Photochemistry & Trombay Symposium on Radiation and Photochemistry-2010
7	Mr. Pinakin Wagh	Biotechnology	3 rd Prize for paper presentation	National Seminar on Recent trends in Life Sciences

16. Internal resources generated (2010-11)—

1. Spoken English Course	Rs.	29,250=00
2. Certificate course in Modi Script	Rs.	12,000=00
3. Office Automation Course	Rs.	7,950=00
4. Biozone- Hands on Training Programme	Rs.	36,000=00
5. Certificate Course in Embedded C and Robotics	Rs.	24,000=00
6. Certificate course in Biological techniques	Rs.	7,200=00
7. Guidance for Competitive Examination	Rs.	7,200=00
5. Amount received through University of Pune under Quality Improvement Programme and through Student welfare Department	Rs.	4,75,929=00
Total Amount Received	Rs.	5,99,529, =00

17. Details of departments getting assistance/recognition under SAP, COSIST (ASSIST) / DST, FIST, and other programmes ----- NIL

18. Community services

- Workshop for Senior Citizens
- Disaster management workshop
- Participation in walkathon
- Participation in anti terrorism Rally organised by Pune University
- S.Y.B.Com. students donated books and educational material to Amritheshwar Vidyalaya in village Kondur
- Lab to Land Project of NSS
- NSS Volunteers helped Police during festivals

19. Teachers and officers newly recruited Teachers – 27

20. Teaching – Non-teaching staff ratio- 1 .85 : 1

21. Improvements in the library services

- Library was shifted in a spacious, well furnished location
- Separate text book issue counter
- Digital library with 12 computers
- Separate reading area for students and staff
- Separate Text Book section, Reference section and Processing section
- Reprographic, scanning and printing facility
- Store room
- Membership of UGC-INFONET and DELNET consortia
- 51000 e_ Books and 21000 e_ Journals made available to readers through UGC-INFONET, Audio books, Databases, Thesis and Dissertations, Educational Web links and scanned resources, National and International e-newspapers
- Soft copy of revised syllabi and University question papers of previous year made available to all departments through LAN
- Content pages of important books made available in advance search facility
- Online lecture series, Educational videos
- Audio book for physically challenged students
- Email notification to staff

Programmes arranged

- Lecture on use of UGC INFONET and DELNET E resources
- Information literacy programme for post graduate students
- Awareness programme on Indian Citation Index

22. New books/journals subscribed and their value

Sr. No.	Particulars	Number	Price in Rs.
1	General Books	70	72,764=35
2	Reference Books	1166	6,57,081=05
3	Text books	782	1,19,100=00
4	Journals (National Peer Reviewed) Journals and magazines	16 11 + 41	86,627=00
5	DELNET and INFONET	02	12,500=00
6	Library Memberships	04	12,000=00
Total in Rs.			9,60,072=40
DVD and CDs received with books and prescribed books		CD 56, DVD 14	

23. Courses in which student assessment of teachers is introduced and the action taken on student feedback -

Student's assessment of teachers is introduced nearly for all the courses. All the feedback is analyzed statistically. The analysis reflects their ability in classroom teaching, subject knowledge, punctuality, class-control and communication skills of a teacher. Teachers are informed about this analysis and necessary steps are taken for further improvement if required.

24. Feedback from stakeholders - Feedback has been taken from students of the current batches, alumni and parents on issues related to infrastructure, teaching methodology, co-curricular activities, employability and placement. Data so collected is paid attention to and necessary action is taken.

25. Unit cost of education – Approximate values

(Including salary Component) Rs. 14,000=00

(Excluding salary component) Rs. 6,000=00

26. Computerization of administration and the process of admissions and examination results, issue of certificates—

All departments including Sports, Library and the Administrative Office are provided with computer and internet connectivity. These computers are connected in LAN. Most of the data is made available on common server. Hence the administrative work can be done through computers. The process of admission is computerized. Soft copy of examination marks is sent to the University. Mark sheets are generated through computer. A computerized examination process has been developed for all First Year Degree courses.

27. Increase in infrastructural facilities-

Shifting Commerce and Zoology laboratory, Renovation of Principal Cabin, IQAC room, Record room, Maintenance room, Renovation of Chemistry Laboratory, Improvement in Botanical Garden, Green house, vermin-compost plant and Landscape garden. Redesign of approach road and entry to the main building, Practice room for Arts Circle, Cabin for Alumni Association and Competitive Examination and Placement Cell. Facility for Indoor games like Table Tennis, Carom and Chess. A separate transformer of 11 KVHT and Generator (64 KV) has been installed. Solar street lights and Automatic Weather Station have been installed in the College.

The ICT facility has been improved with following additions --

- Established Digital Library.
- Established Language laboratory.
- Purchased 4 laptops, 6 LCD Projectors and 5 LCD Screens for use during lectures and presentations.
- Purchased 2 all-in-one printers and 2 laser printers
- Purchased 46 table top computers

28. Technology up-gradation

We have upgraded following

- Purchase of IT academics License
- Purchase of Language Lab software

29. Computer and internet access and training to teachers, non-teaching staff and students—

- Computer and internet access is given to staff and students through departments and Library.
- Office staff is trained to use Computers and nearly all office work is done using computers internet.
- Office E-mail ID is provided to all teaching staff and administrative staff and they are trained to use E-mail.

30. Financial aid to students—

- Financial aid is given to students under different heads like Earn and Learn Scheme, scholarships, incentive to sportsmen and concession for paying fees in instalments.
- Endowment Scholarship.
- Some of our staff members helped needy students by paying their fees and medical emergencies

31. Activities and support from the Alumni Association—

- 'Modernites' an Alumni Association of the college arranged alumni meet.
- Chemistry and Microbiology departments arranged gathering of alumni.
- Alumni had fruitful interaction with NAAC peer team
- Alumni working as guest faculty
- Arranging Guest lectures
- An alumni worked as Resource Person for One day workshop on personality development and interview techniques conducted by the Computer Science Department
- Alumni arranged exhibition 'Vividha' for sale of goods prepared by current students
- A cultural event by our celebrity alumni
- Guidance for Arts Circle activities
- Endowment scholarship for commerce students

32. Activities and support from the Parent-Teacher Association

Parent teacher meets were organized. Parents seemed to be satisfied with the overall working of the college. Parents participated enthusiastically during the interaction with the NAAC Peer team.

33. Health services---

- Medical check-up of all First Year students
- Psychological counselling for mental health by Psychology Department
- Students are referred to health centre of Pune University or nearby hospitals in case of emergency
- First aid box in all departments
- Safety, Health and Environment Committee checks regularly food quality of canteen food and make suggestions, if any.
- Regular testing of drinking water

34. Performance in sports activities

- Participation in 18 events
- 42 National and two International players.
- Baseball team Winner at intercollegiate level
- Hockey team Winner at intercollegiate level
- Cross Country men's team emerged out as Champions
- Athletics boys and girls bagged general championship
- Participation in National and International events
- Organized annual interclass sports- indoor and outdoor
- Received sports grant of Rs.60,000=00 from BCUD for non-consumable sports material.

35. Incentives to outstanding sportspersons

- Admissions are given to students who have participated at National or International Level in sport related events without charging any fees
- Cash prizes during Prize Distribution Ceremony
- Payment of TA/DA for attending competitions

36. Student achievements and awards -

- Two students of F.Y.B.Sc. Biotechnology from NCC were awarded Best Cadet Gold Medal
- A student of S.Y.B.C.A. from NCC received gold medal in Skeet Shooting. He also completed 18 hours of flying an aircraft
- One student of NCC received Best sailor award in Kayaking and Sailing in the sea
- NCC students attended various camps
- Second prize in Hindi One Act Play organized by Maharashtra Rashtrabhasha Sabha along with Best Script prize.
- Award of Leela Poonawala Foundation Scholarship to students of Chemistry and Microbiology
- Poster Presentation at International and State Level conference by students of Microbiology Department
- Students of Microbiology Department won prizes at state level quiz competition and also intercollegiate quiz and essay competition. They participated in A walkathon for celebration of Arthritis week. M.Sc. Students completed a course on Bioinformatics
- The University Representative represented the college at the 1st Parliament of Indian Student Council Leaders organized by MIT in collaboration with Ministry of Higher Education, Government of Maharashtra
- S.Y.B.Sc. (Computer Science) students won First prize in Electronics Project competition held at symbiosis institute

- Prizes to M.Sc. Chemistry students for Poster presentation in National Conference
- Publications of students of Biotechnology in International journals
- A student of Biotechnology received Sanyukta Dani award by Rotary Club Pune
- A student of Statistics won first prize at PUSA Quiz
- Student of S.Y.B.Sc. stood 2nd in Talent Search Examination
- Students of history won prizes in poetry reading and hand writing competition
- Paper presentation by Students of Commerce Faculty in National Level Seminar
- A Student of T.Y.B.Com Received Best Advertisement Prize in business fair conducted by Garware College of Commerce, Pune.
- T.Y.B.A. student won third prize at state level poetry reading competition

37. Activities of the Guidance and Counselling unit

Staff members make referral to the counselling cell. Regular counselling services are being provided to students seeking help. An interactive session was organized on 'Youth and Mental Health Issues' for all students in collaboration with Student Welfare Department

38. Placement services provided to students

The college has a Placement Cell with members from Computer Science, Microbiology, Biotechnology and Chemistry Departments to guide UG and PG students for their placement.

- The Cell conducts soft skill workshop, aptitude test, seminars, group discussions to enhance interview techniques and presentation skills
- Campus interviews are arranged frequently
- Students are placed in companies like Tekdi Web Solutions, NIC, New Horizon India Pvt. Ltd., Zocon solutions, Emanon solutions, Ascent Informatics, Trident WebInfo Services, Persistent systems, Vertex Software, Harbinger Systems Pvt. Ltd. Prabhat Dairy Shrirampur, Jubilian, Noida, Innovassynth, Khopoli, eSolve Technologies Pvt.Ltd. UV-Bioscience Hyderabad, Deepak Nitrite, Lupin Pharmaceutical, Emcure Pharmaceutical and Morde Foods
- Some of them have entered in education field and Some have joined research institutes like

39. Development programmes for non-teaching staff

- The system administrator attended National Level Seminar on 'Biometrics Based Identification'
- One day 'Meditation and Yoga' training camp for non teaching staff

Award to the non teaching staff

- Mr. Sachin Kaldonkar was awarded with Best Non Teaching employee award by P.E. Society

40. Good practices of the institution -

- Curricular, co-curricular and extracurricular activities are planned at the beginning of academic year. Responsibilities are distributed between college level and department level committees.
- We appoint class teachers, practical in-charge and academic coordinators who work as healthy link between students and authorities.
- Staff and students are felicitated on their achievements.

- Students celebrate Guru Pournima and Teachers day to acknowledge the efforts of their teachers.
- Display of 'Thought of the Week' and 'Historic importance of the day' (Dina Vishesh) for staff and students.
- Organization of programmes like Swarmadhuri – a classical vocal music competition, Workshop for Senior Citizens and Disaster Management Workshop as our contribution to cultural and social needs.

41. Linkages developed with National/ International, academic/research bodies

Some of our teachers are associated with some professional bodies and research institutes.

Dr. Sadhana Natu (Psychology)

- Selected as an Expert Evaluator on an International project of Chetana Mahila Vikas Kendra on Domestic Violence
- Selected as a member of Psychology Research Committee of Indian Association of Social Sciences a National Level Committee
- Elected as a member of Board of Studies in Psychology , Pune University
- Worked as a Resource Person in National and State Level workshops organized by MASUM

Mrs. Sharau Bhakare (Commerce)

- Invitee member of Board of Studies in Marketing, Pune University
- Joint Secretary and Executive Committee member of Pune Management Association, the local body of All India Management Association

Dr. Mukula Kulkarni (Chemistry)

- Carry out research experiments at National Centre for Free Radical Research, Pune
- Life member of Indian Society for Radiation and Photochemists, Mumbai

Dr. Vinay Kumar (Biotechnology)

- Collaborative research with Department of Genetics, Osmania University, Hyderabad
- Collaborative research with Agharkar Research Institute, Pune

Dr. Neelima Kulkarni (Microbiology)

- Working as Executive Council Member of Association of Microbiologist, India

42. Action Taken Report on the AQAR of the previous year

The future plans of the previous AQAR have been successful to a considerable extent. Following are the main points--

1. Strengthening Research activity— The teachers are encouraged to write research projects. We have received major grant for instruments under UGC additional grants for college, scheme for enhancing research activities in the colleges. Some of the teachers have submitted research proposals to various funding agencies such as UGC and ISRO
2. Establishing NCC unit—Application for NCC unit is in waiting list
3. Developing Common Instrumentation Centre--- working towards establishing Common Instrumentation Centre

4. Launching B.Sc. (Animation)—Planning to start the course in this academic year
5. Strengthening activities of career guidance and competitive exam cell --- Formal competitive examination cell is established in this year

43. Any other relevant information the institution wishes to add.

- We have completed assessment of teachers as per the specified performance indicators.
- We have started “Eduvarta” information system for staff and students through SMS

Section C: Outcomes achieved by the end of the year -

- The college was reaccredited by NAAC in A grade with 3.10 GPA.
- The library was shifted in its new location with facilities like spacious reading hall, digital library, a separate reading area for staff, separate counter for issue of text books, periodical section and e-learning resources. UGC Network Resource Centre and well equipped computerised Language Laboratory has been setup.
- Implementation of Biometric Attendance for staff
- Successful organization of state Level Conference and other seminars and workshops
- Successful organization of Swaramadhuri (Inter University Music Competition), Disaster Management Workshop and Interaction (an intercollegiate programming competition) and Modern Shree a body Building Competition
- Received development grants from UGC
- Started Certificate course in ‘Embedded C and Robotics’ and ‘Biological Techniques’.
- A Competitive Examination Cell was setup; Remedial teaching and Personality Development Programmes were conducted for the benefit of the students.
- Study tours, Industrial Visits and Field trips were organised.

Section D: Plans of the HEI for the next year

- Further Strengthening of Research activity.
- Improvements in Teaching Learning Process.
- To improve infrastructure for BBA, BCA and MCA (Commerce) courses.
- Launching B.Sc. (Animation), Developing infrastructure for this course.

Mrs. Varsha Joshi
Coordinator, IQAC

Dr. Sanjay Kharat
Chairperson, IQAC