

## **The Annual Quality Assurance Report (AQAR) of the IQAC**

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

### **Part - A**

#### **1. Details of the Institution**

- 1.1 Name of the Institution : Progressive Education Society's Modern College of Arts, Science and Commerce
- 1.2 Address : Ganeshkhind, Pashan Road,  
Opposite Savitribai Phule Pune University,  
Pune
- State Maharashtra State
- Pin Code : 411 016
- Institution e-mail address : moderncollege16@gmail.com
- Contact Nos. : 020-25634021, 020-25650931
- Name of the Head of the Institution : Principal Dr. Sanjay Sopan Kharat
- Tel. No. with STD Code : 020-25637967
- Mobile : 9011070912
- Name of the IQAC Co-ordinator : Mrs. Varsha Ashutosh Joshi
- Mobile : 9850886461
- IQAC e-mail address : [iqacmodern@gmail.com](mailto:iqacmodern@gmail.com)
- 1.3 NAAC Track ID : 12046
- 1.4 NAAC Executive Committee No. & Date : EC/55/RAR/059 dated 27/03/2011

- 1.5 Website address : [www.moderncollegegk.org](http://www.moderncollegegk.org)  
 Web-link of the AQAR : [Http://www.moderncollegegk.org/AQAR2013-14.doc](http://www.moderncollegegk.org/AQAR2013-14.doc)

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B+		2004	16/02/2004 to 15/02/2009
2	2 <sup>nd</sup> Cycle	A	3.10	2011	27/3/11 to 26/3/2016

1.7 Date of Establishment of IQAC: 02/01/2006

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

i. AQAR : 2011-12 submitted to NAAC on 27/09/2012

ii. AQAR : 2012-13 submitted to NAAC on 30/09/2013

1.9 Institutional Status

University State  
 Affiliated College Yes  
 Constituent College No  
 Autonomous college of UGC No  
 Regulatory Agency approved Institution No  
 Type of Institution Co-education  
 Urban  
 Financial Status UGC 2(f) UGC 12B  
 Grant-in-aid + Self Financing

1.10 Type of Faculty/Programme

Arts ✓ Science ✓ Commerce ✓ Law PEI (Phy.Edu)  
 TEI (Edu) Engineering Health Science Management

Others (Specify)

**B.Voc. course in Food Processing and Green house technology sanctioned by UGC. The course starting in 2014-2015.**

1.11 Name of the Affiliating University : Savitribai Phule Pune University

1.12 Special status conferred by Central/ State Government--  
UGC/CSIR/DST/DBT/ICMR etc.

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme ✓ UGC-CE

UGC-Special Assistance Programme DST-FIST ✓

UGC-Innovative PG programmes Any other

UGC-COP Programmes

UGC-COC, Remedial Coaching, Developmant Grants, B.Voc (Food processing and Green House Technology)
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## **2. IQAC Composition and Activities**

2.1 No. of Teachers : 6

2.2 No. of Administrative/Technical staff : 2

2.3 No. of students : 3

2.4 No. of Management representatives : 1

2.5 No. of Alumni : 2

2.6 No. of any other stakeholder and  
community representatives : 1

2.7 No. of Employers/ Industrialists : 1

2.8 No. of other External Experts : 2

2.9 Total No. of members : 18

2.10 No. of IQAC meetings held : 5

2.11 No. of meetings with various stakeholders : Total 11  
Faculty 2

Non-Teaching Staff 2

Students 3

Alumni 4

Others 0

2.12 Has IQAC received any funding from UGC during the year? Yes

No

If yes, mention the amount 3,00,000/-

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.	6		
Institution Level	4	International	0
National	1	State	1

(ii) Themes

National Level : Empowering women in Higher education Institutions by Arts faculty

State Level : Research Methodology and scientific communication by microbiology department

Institutional Level : 1. Technical Skill Development for Placements by Chemistry department

2. Right Ground work for right Industry by Microbiology department

3. Soft Skill Workshop by Computer Science department

4. Soft Skill Workshop for students of all faculty.

2.14 Significant Activities and contributions made by IQAC

1. Starting of vocational courses

2. Preparing proposal for Community College

3. Enhancement of Student Welfare Activities
4. Submission of research proposals
5. Increasing rapport with various stakeholders like parents, alumni, community
6. Working out with proposal for CPE to UGC

#### 2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

Plan of Action	Achievements
1. To submit proposal for B.Voc. Courses	1. B. Voc. Course Sanctioned by UGC
2. Planning of co-curricular activities	2. Successfully organized of co-curricular activities
3. To strengthen research activity	3. Increase in number of research proposals
4. To enhancing scope of remedial coaching	4. Scope of Remedial coaching was enhanced
5. Planning of social outreach programmes	5. Organization of social outreach programmes.
6. Digitization of important documents	6. Digitization of documents enforced
7. Composting of canteen waste	7. Composting of canteen waste
8. Sending proposal for community college	8. Proposal for community college was not sanctioned

\* *Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body      Yes            No

Management :      Local managing committee

Syndicate :      :

Any other body :      Heads of Departments and senior staff of the college

Provide the details of the action taken

- Data for AQAR was collected from different sources such as academic departments, office, library, sports, other in house committees.
- Members of IQAC worked together to analyse & rearrange the data.
- AQAR was written after a series of discussions by the committee members with the authorities of the college.
- AQAR was presented in front of Management representatives, heads of the Department & senior staff of the college.
- Suggestions received in the statutory bodies were incorporated.
- AQAR was submitted online.

## Part - B

### Criterion - I

#### 1. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	1	-	1	-
PG	10	-	10	-
UG	6	-	3	2
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	5	-	2	5
Others	M.Phil.-1	-	1	-
<b>Total</b>	23	0	18	6

Interdisciplinary	3	-	3	-
Innovative	-	-	-	-

- 1.2 (i) Flexibility of the Curriculum : We have CBCS for PG courses, Core system for most of the courses and Elective option b for some UG and PG courses

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	13
Trimester	0
Annual	5

### 1.3 Feedback from stakeholders\* (**On all aspects**)

Alumni  Parents  Employers  Students

Mode of feedback : Online  Manual  Co-operating schools

**\*Please provide an analysis of the feedback in the Annexure**

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

All First Year Syllabi of UG and PG were revised in the current academic year by the affiliating university.

Salient aspects:

1. The syllabus brings in application oriented practical.
2. Introduction of research component in curriculum in the form of small projects
3. Inclusion of contemporary topics
4. Syllabus was revised from employability point of view by making curriculum such that it meets the needs of industry
5. Areas in the curriculum focus on the life skills.

6. Socially relevant topics are in focus.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

B.Sc. animation is sanctioned by the government

B.Voc. was sanctioned by UGC. Actual course will start from 2014-2015.

## Criterion - II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
118	57	8	0	53

2.2 No. of permanent faculty with Ph.D. 21

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
1	0	0	0	0	0	0	0	1	0

2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest 30                      Visiting 48                      Temporary 53

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
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Attended Seminars/ Workshops	13	29	5
Presented papers	15	19	1
Resource Persons	1	1	3

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Activity based learning
- Use of audio visual aids
- Hands on learning experience
- Enacting real life situations to study Communication Process and Barriers
- Mock interview sessions and Board meetings
- Practical method of learning theories and concepts of costing through Cost Fest, Educational Surveys, Screening of short films educational videos, banking club
- Creating social awareness by associating their studies with day to day working of NGO'S
- Fun based learning like physics and microbiological rangoli, quiz, puzzle, mathematical hockey
- Poster and photography competitions.
- Entrepreneurship skill development program-Vividha
- Science projects, Industry visits
- Experiential Learning through learning by doing and student journal KALEIDOSCOPE
- Commerce Horizon brought out by Commerce students

2.7 Total No. of actual teaching days during this academic year : 192

2.8 Examination/ Evaluation Reforms initiated by the Institution :

Open Book Examinations, Bar coding, Photocopy, Online Multiple Choice Questions

2.9 No. of faculty members involved in curriculum Restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

BOS Members	Facul ty	Workshops
3	Nil	21

2.10 Average percentage of attendance of students : 70 %

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
T.Y.B.Sc. (Chemistry)	26	46	15	19	11	88
T.Y.B.Sc. (Microbiology)	28	10.71	21.42	14.28	3.57	50
T.Y.B.Sc. (Physics)	10	10	30	-	-	40
T.Y.B.Sc. (Maths)	6	16	-	-	-	16
T.Y.B.Sc. (Biotech)	32	3.1	21.87	37.5	12.5	74.97
T.Y.B.Sc. (Zoology)	5	100	-	-	-	100
T.Y.B.Sc. (Comp.Sc.)	161	7.5	24.22	14.90	8.07	55.90
B.A.	136	9.56	20.6	30.9	4.4	65.5
B.Com.	452	1.1	14.38	17.26	18.80	51.54
M.Com	63	1.58	23.8	7.93	12.70	63.5
M.A. (Economics)	13	-	38.5	23.07	7.7	69.3
M.A. (Sociology)	11	-	36.4	63.6	-	100
M.A. (History)	11	-	18.2	45.5	9.1	72.8
M.Sc. (Chemistry)	34	-	29	20	-	50
M.Sc. (Micro)	48	-	20.83	66.66	4.1	48
M.Sc. (Biotech)	23	8.7	82.6	4	-	95.3
M.Sc. (Comp.Sc.)	64	6.25	71.87	12.5	-	90.62
BCA	79	5.06	12.65	29.11	13.92	60.75
MCA (Sc)	102	42.15	42.15	5.88	0.98	91.17
MCA (Com)	48	14.58	54.17	29.17	-	97.92

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

1. Getting feedback through HOD meetings
2. Preparing plan of action for adoption of corrective measures on feedback
3. Collecting feedback on teaching learning through students
4. Conducting remedial coaching

5. Use of Teacher's diary for maintaining daily records.
6. Promoting staff members for using ICT
7. Arranging Hands on training programmes for staff and students

#### 2.13 Initiatives undertaken towards faculty development

<b>Faculty / Staff Development Programmes</b>	<b>Number of faculty benefitted</b>
Refresher courses	6
UGC - Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	1
Faculty exchange programme	0
Staff training conducted by the university	2
Staff training conducted by other institutions	7
Summer / Winter schools, Workshops, etc.	2
Others	0

#### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	21	-	-	27
Technical Staff	10	-	-	4

### Criterion - III

#### 3. Research, Consultancy and Extension

##### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- Active research committee

- Writing Proposals for major and minor research projects
- Arranging lectures on Technical writing
- Arranging lectures on research methodology
- Seeking grants from various agencies for improvements in laboratory facilities

### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	2	-	1
Outlay in Rs. Lakhs	10.52	25.62	-	12.53

### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	11	10	6	11
Outlay in Rs. Lakhs	16.20lakhs	10.7 lakhs	7,95,000	15 lakhs

### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	34	9	-
Non-Peer Review Journals	4	-	-
e-Journals	2	-	-
Conference proceedings	-	7	-

### 3.5 Details on Impact factor of publications :

Range	□	Average	□
h-index		8	Nos. in
SCOPUS			3

### 3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned	Received
Major projects	3	ISRO, SERB, UGC	30.14 lakhs	30.14 lakhs

Minor Projects	2 Years	UGC and BCUD (Board of College and University Development)	19.55 Lakh	18.55 Lakh
Interdisciplinary	-	-	-	-
Industry sponsored	-	-	-	-
Sponsored by the University/ College	2 years	BCUD	2.5Lakh	1.5Lakh
Students research projects * (other than compulsory by the University)	Projects under DBT Star College Scheme & UGC COC	BDT and UGC	-	-
Any other	-	-	-	-
Total		-	52.19 Lakh	51.19 Lakh

\* The departments covered under DBT Star College Scheme are sanctioned a fixed amount of Rs. 2000=00 for student research projects per department.

### 3.7 No. of books published

i) With ISBN No. : 12

Chapters in Edited Books : 11

ii) Without ISBN No. : 02

### 3.8 No. of University Departments receiving funds from -

UGC-SAP, CAS, DST-FIST, DPE, DBT Scheme/funds N.A.

### 3.9 For colleges :

Autonomy Nil CPE Nil DBT Star Scheme 9 Departments

INSPIRE Nil CE Nil

Any Other DST FIST Scheme 4 Departments

UGC Development Grants

### 3.10 Revenue generated through consultancy Nil

### 3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	1	1	2	-

Sponsoring agencies	-	UGC	-	AMI Pune Unit, Principal Forum	-
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3.12 No. of faculty served as experts, chairpersons or resource persons 10

3.13 No. of collaborations International 0 National 3

Any other

- Maratha Chambers of Commerce
- VidyaSahakari Bank
- Geneonbio Industry
- Bioera Industry
- Janakalyan Blood bank
- Department of Physical Education Savitribai Phule Pune University

3.14 No. of linkages created during this year

- Indian Red Cross Society
- Rotaract club

3.15 Total budget for research for current year in lakhs :

From Funding agency : 19,15,748=00

From Management of University/College : 5 Lakh

Total : 24,15,748=00

3.16 No. of patents received this year Nil

3.17 No. of research awards/recognitions received by faculty and research fellows in the year

Tot al	Internatio nal	Nation al	Stat e	Universi ty	Distri ct	Col leg e
1	1	-	-	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them :

Guides 8      Students 15

3.19 No. of Ph.D. awarded by faculty from the Institution : Nil

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF Nil      SRF Nil      Project Fellows Nil      Any other Nil

3.21 No. of students Participated in NSS events : 100

University level 100      State level 00

National level 00      International level 00

3.22 No. of students participated in NCC events:

University level 18      State level 00

National level 00      International level 00

3.23 No. of Awards won in NSS:

University level 00      State level 00

National level 00      International level 00

3.24 No. of Awards won in NCC:

University level 00      State level 00

National level 00      International level 00

3.25 No. of Extension activities organized

University forum 0      College forum 15

NCC 0      NSS 1      Any other 13

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

1. Blood Donation Camp

2. Nirmalya collection during Navaratri at Chatushrunji temple and converting it into Bio-fertilizer

3. Street play on occasion of Woman's day
4. Helping local police for maintaining discipline during festivals
5. Activities in collaboration with Indian Red Cross Society
6. Disaster Management workshop

## Criterion - IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	3 acres	-	Parent society	3 acres
Class rooms	30	-	Parent society	30
Laboratories	29	-	Parent society	29
Seminar Halls	1	0	Parent society	1
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	0	9	Pune University / DST	2
Value of the equipment purchased during the year (Rs. in Lakhs)	0	1,07,48,771=00	Institution, DBT, DST, UGC	
Others		273881=00	Parent Univ.	

#### 4.2 Computerization of administration and library

**Office:** Vruddhi Software is used for student record and Tally 0.9 is used for accounts.

**Library:** Central library is automated with local "AUTOLIB" software. Following processes are completed using software.



Accessioning, cataloguing, acquisition, issue-return, periodical record, bar code printing, indexing is automated along with federated search tool, OPAC and bar code technology.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	8804	9,07,477.40	1012	1,60,611.00	9816	10,68,088.40
Reference Books	13168	63,04,460.02	548	2,14,892.86	13716	65,19,352.88
e-Books	92,871	5,000.00	50,000	0	1,42,871	5,000.00
Journals			90	106,032.00		
e-Journals	6471	5000.00	500	0	6971	5,000.00
Digital Database	40	0	5	0	45	0
CD & Video	814	8987.96	52	0	866	8,987.96
Others (specify)	Other free online research publications like e-books, e-journal, databases, theses and dissertations databases, digital libraries, ready references, encyclopaedias, e-news, biographies, e-text achieves are made available to all patrons on our college website and blog in the form of Portal					

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	300	10	4 Mbps	2	1	1	18	1
Added	60	1	0	0	0	0	0	0
Total	360	11	4 Mbps	2	1	1	18	1

#### 4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

1. One day workshop on Use of R software by Statistics department
2. Hands on training in PCB design by Electronics Department

#### 4.6 Amount spent on maintenance in lakhs :

i)	ICT:	3.21
ii)	Campus Infrastructure and facilities :	14.94
iii)	Equipments :	3.11
iv)	Others :	0.68
	<b>Total</b>	<b>: 21.94</b>

#### **Criterion - V**

#### **5. Student Support and Progression**

##### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC intimates students by following means such that students can avail support services—

1. Regular display of notices
2. Advertisement of Events
3. Updating students through information display on website.

4. SMS alerts for students regarding facilities in the colleges.

5.2 Efforts made by the institution for tracking the progression

1. Feedback Mechanism (students, parents, Employers)
2. Result analysis
3. Committee meetings
4. Placement Report Analysis

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3164	914	0	4078

(b) No. of students outside the state : 195

(c) No. of international students : 27

Men		Women	
No	%	No	%
209	51.4	197	48.5
9	7	9	3

Last Year

General	SC	ST	OBC	Physically Challenged	Total
2715	586	137	655	00	4093

This Year

General	SC	ST	OBC	Physically Challenged	Total
2741	565	133	639	00	4078
Demand ratio	1:1	Dropout %		2%	

#### 5.4 Details of student support mechanism for coaching for competitive examinations (If any)

The college has a competitive examination cell that conducts different activities to generate awareness among students about a variety of competitive examinations as a future career option. The cell conducts guest lectures and interactive sessions with the officials in service. It also conducts a preparatory examination for such competitive examinations.

No. of students beneficiaries        300

#### 5.5 No. of students qualified in these examinations

NET	6	SET/SLET	3	GATE	5	CAT	0
IAS/IPS	0	State PSC	0	UPSC	0	Others	9

#### 5.6 Details of student counselling and career guidance

1. Micro workshop for M.Sc. students- Right ground work for right industry
2. Individual guidance to six students about career path after graduation, academic skills and study habits by the counselling cell.
3. Orientation for aptitude and general mental ability tests to undergraduate students by the counselling cell..
4. Training on skills required in Post Graduation.
5. Counselling cell provides psychological counselling on various issues to students

No. of students benefitted : 236

## 5.7 Details of campus placement

Number of Organizations Visited	On Campus		Off Campus
	Number of Students Participated	Number of Students Placed	Number of Students Placed
47	203	50	Presently official data is not available

## 5.8 Details of gender sensitization programmes

Two workshops on Sexuality and gender were conducted for students of Arts, Science and Commerce by Department of Psychology

## 5.9 Students Activities

### 5.9.1 No. of students participated in Sports, Games and other events

#### Sports

State/ University level	12	National level	33	International level
2				

#### No. of students participated in cultural events

State/ University level	13	National level	2	International level
0				

### 5.9.2 No. of medals /awards won by students in Sports, Games and other events

#### Sports :

State/ University level	4	National level	49	International level
1				

#### Cultural :

State/ University level	1	National level	1	International level
0				

## 5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution	81	1,14,150=00
Financial support from government	696	78,26,904=00
Financial support from other sources	54	1,55,954=00
Number of students who received International/ National recognitions	0	0

#### 5.11 Student organised / initiatives

Fairs :

State/ University level      1      National level      0      International level  
0

Exhibition :

State/ University level      2      National level      0      International level  
0

5.12 No. of social initiatives undertaken by the students : 10

5.13 Major grievances of students (if any) redressed : 4

### **Criterion - VI**

#### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

- Vision

We aspire to be recognized as a college of first choice for excellent and accessible higher education dedicated to serving its surrounding communities through intellectual, cultural, technological and professional contributions. We aim to be known as an institution whose members share a passion for teaching and learning, an abiding commitment to innovative findings through research and creative activity and maintain a strong sense of responsibility and accountability towards society and the nation at large.

- Mission statement of the institution :

*“Our goal is to create and develop ‘Modern’ youth as responsible citizens with multi-dimensional personalities by inculcating among students a blending of cultural awareness, compassionate and progressive attitude, scientific insights and time-tested traditional values”.*

6.2 Does the Institution has a management Information System : YES

6.3 Quality improvement strategies adopted by the institution for each of the following :

6.3.1 Curriculum Development

- Syllabus workshops are organized by the institute
- Teachers attend syllabus workshops
- Our teachers are members of Board of studies
- Development of add-on courses like Lab technology by Biotechnology department
- Feedback is students and alumni regarding enrichment of curriculum
- Designing of career oriented courses
- Designing of skill development and vocational courses
- Developing 6 courses for submission of UGC Community College Scheme
- Feedback & discussions with industrialists and their requirements
- Design of Career Oriented courses
- Arranging expert lectures on subject related topics to understand curriculum in a better way
- Skill development -vocational courses
- Community college -6 Courses developed & submitted to UGC

6.3.2 Teaching and learning

- Academic calendar
- Teaching plans

- Analysis of Feedback on teaching learning
- Many co-curricular activities by all departments
- Remedial coaching
- Joyful learning through activities like quiz, group discussion, rangoli, essay writing, theme based cartoons, snake and ladder game ,mathematical hockey etc.
- Use of ICT, participatory learning
- Cost fest, banking club etc.
- Hands on training
- Activity based learning
- Bridge Course

#### 6.3.3 Examination and Evaluation

- Use of various methods of evaluation like open book test, seminar, quiz and MCQ test,PPT
- Showing answer papers to students to maintain transparency
- Remedial coaching for low performers
- Class Tests, Mock Orals,surprise tests
- Assesment-Besides conventional methods-continuous assessment through viva-voce
- Competitions-KaunBanega History Scholar,BusinessPlan,One minute Games
- Peer assessment-
- Assesment through external examiners or referees.

#### 6.3.4 Research and Development

- Academic Research Coordinator
- Research committee



- Orientation of staff to promote research environment
- Encouragement to write research proposals and Ph. D. Registrations
- Encouraging teachers to participate in Quality improvement programmes
- Inculcating research aptitude among students
- Workshop on preparation of research article/research project
- Workshop on technical writing
- Preparation of Research proposal for Funding agencies
- Grants for equipments, books and infrastructure
- Conducted a workshop on writing of Research article/Research project report.
- Research output in terms of publications - Water potability test / lab analysis.
- Social sciences & Economics-Community oriented activities.

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- DELNET, INFLIBNET membership
- Membership of different libraries
- Digitization /Scanning of reference books
- Reading room, Stacking of text and reference books
- Reading area for Post graduate and Research students
- Reprographic facilities
- Display of Periodicals
- Home issuing facility
- Educational DVDs
- Latest licensed Software

#### 6.3.6 Human Resource Management

- Class advisor for each class as mentor
- Grievance Redressal Cell
- Student's council
- Anti-sexual Harassment Cell
- Welfare activity for staff & students
- Chairman of committee-communicate to other members-get ideas
- Staff Academy

#### 6.3.7 Faculty and Staff recruitment

- Advertisement in national & local newspaper
- Walk- in interviews
- Local selection committee with subject expert from nearby colleges & management representatives

#### 6.3.8 Industry Interaction / Collaboration

- Encouraging collaborations with industries and Research institutes
- Arranging Industrial visits
- Campus placement
- Training
- Faculty Training
- Industry meet-Design of curriculum
- Seminars organized by them
- Hands on training for students
- Placement drives of various industries.

#### 6.3.9 Admission of Students

- Printing of Prospectus
- Online admissions
- Entrance Examination for some courses
- Merit Lists displayed for some courses
- Encouragement to sports persons
- Admissions on first come first served basis for some courses
- Publishing advertisement in local news paper
- Distribution of Hand bills

#### 6.4 Welfare schemes for

Teaching	Group Insurance policy
Non teaching	Bonus, Ex-Gracia payments Group Insurance policy
Students	Earn & Learn scheme Sports scholarships, Policy coverage, Concession in Tution fees 20 to 50 % for needy students,asper.resolution by management fees instalments

6.5 Total corpus fund generated 1,02,871=00

6.6 Whether annual financial audit has been done Yes

Audit Type External Internal

	Yes/No	Agency	Yes/No	Authority
Academic	No	NA	Yes	Academic assessment committee of college
Administrative	No	NA	Yes	Parent Institution

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

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes No

For PG Programmes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- Bar code system
- Online Question papers
- Credit system for PG Courses
- For Career Oriented courses-design of question papers and syllabus

6.10 What efforts are made by the University to promote autonomy in the affiliated colleges?

The statute regarding autonomy has been revised by university. This new statute is promoting the affiliated colleges for getting autonomous status.

Besides that the UGC is making available funds for promoting the autonomy.

6.11 Activities and support from the Alumni Association

- Registered alumni association
- Financial support to students
- Alumni are members of IQAC
- Vividha- entrepreneurship exhibition sponsored by alumni
- Cultural-Dholpathak
- Guidance through Expert Lectures & coaching

- Sports coaching
- Blood Donation Camp, Business plan competition

#### 6.12 Activities and support from the Parent – Teacher Association

- Departmental Parent teacher meetings
- Meeting with mother parents & discussion of various issues for development of student
- Interaction with parent on academic issues.

#### 6.13 Development programmes for support staff

- Sports competition
- Gymnasium training programme
- Yoga Training
- Welfare activities
- Laboratory safety measures
- Bioremediation
- Felicitation of support staff for their achievements
- Recognition as Best non-teaching staff by parent institute.

#### 6.14 Initiatives taken by the institution to make the campus eco-friendly

- Creating awareness among the students through posters
- Use of paper bags
- Paper recycling
- Vermi composting
- No vehicle day on campus
- Proper disposal of Bio-hazardous material

- Tree plantation program
- Organic Manuring

## **Criterion - VII**

### **7. Innovations and Best Practices**

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Substituting conventional method of notification to staff and students with use of technology like SMS and e mail

Moving towards paperless office by sharing information and collecting data through network Business plan competition for entrepreneurship

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

1. Delegating responsibilities to senior staff for implementation of plan of action
2. Formation of various committees for smooth conduct of activities
3. Review of work done by various committees to know the progress of the task
4. Seeking help from parent institution for financial and administrative support
5. Continuously encouraging teachers to improve academics and research

7.3 Give two Best Practices of the institution

1. Vividha- **an event organized by our alumni** which includes exhibition cum sale of products to develop entrepreneurial skills among students, giving them cultural platform, bringing in social awareness which helps them to come up as a good citizen.
2. Central Documentation Committee to maintain yearly records.

***\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)***

7.4 Contribution to environmental awareness / protection

- No Vehicle Day on the campus
- Rain Water harvesting
- Using Drip irrigation system for garden
- Vermicomposting of canteen waste
- Use of renewable energy
- Tree Plantation
- Hazardous waste management
- Check dam construction
- Chemical decomposition of sanitary pads

7.5 Whether environmental audit was conducted?      Yes

7.6 Any other relevant information the institution wishes to add. (SWOC Analysis)

Strengths -

1. Commendable incremental academic growth among students (evident from % marks during admission and % marks on completion of course).
2. Optimum use of available space, resources and infrastructure.
3. Continuous support and active involvement of alumni in development and growth of institution.

Weakness -

1. Inadequate hostel facility.
2. Inadequate space to grow and expand.

Opportunities -

1. More scope for involvement of staff in consultancy services.
2. Increase involvement of staff and students in research projects.

Challenges -

1. Demand for high level of competency among the staff and students to cope with changing trends in the Industry.
2. To compete with the growing demands in the academic field so as to achieve excellence.

8. **Plans of institution for next year**

1. Starting of new career oriented courses
2. e Documentation
3. Strengthening research
4. Applying for CPE Status

**Mrs. Varsha Joshi**

Coordinator, IQAC

**Principal Dr. Sanjay Kharat**

Chairperson, IQAC

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