

Modern College of Arts, Science and Commerce, Ganeshkhind, Pune 53.

**The Annual Quality Assurance Report (AQAR) of the IQAC
for the year 2007-08**

Part A :

Objectives :

- * Enhance the quality and methodology of the existing courses.
- * Emphasise on infra-structural development.
- * To encourage PG students to take part in seminars and present research papers.

Outcome :

- * Active participation by staff and students in a National Seminar organised by the Zoology Department of the College.
- * Departments of Social Sciences organised a State level seminar on an 'inter-disciplinary' and novel topic entitled 'Information Technology and Social Sciences : A Challenge.'
- * Two additional laboratories were set up for Microbiology Research Centre and M.Sc. Biotechnology.
- * An Audio-Visual hall was constructed for multi-purpose use.
- * Air-conditioning of College office.
- * Cabins for Vice-Principals were made more spacious and well-furnished.

Part B :

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

- * As mentioned in earlier report, our college mainly caters to students coming from diverse background. This brings a big responsibility for the institution. Counselling, extra lectures, extra curricular activities are given importance. Besides number of programmes are designed to contribute towards overall personality development of students.

2. New academic programmes initiated (UG & PG) :

- * U.G. : T.Y.B.Sc. (Physics), B.C.A. (III), B.B.A. (II), S.Y.B.A. (English, Psychology) were introduced.
- * P.G. : M.Sc. Biotechnology (I)

3. Innovations in curricular design and transaction :

- * Some of our teachers are members of Board of Studies, Pune University and autonomous colleges. They, along with other teachers of the College actively participated in framing and revising syllabi.
- * Science Association had organised an Exhibition called 'DISHA', where various Science departments put up exhibits, projects and posters to create scientific awareness among school students.
- * Faculty of Commerce - guest lectures were organised on topics such as Communication Skills, Entrepreneurship, Income Tax
- * A film on nonverbal communication called Pushpak was screened followed by discussion.
- * An issue of Commerce Horizon was published.

4. Inter-disciplinary programmes started :

- * Soft Skill Development Programme conducted for the final year students of Arts, Science and Commerce faculties. One teacher from each faculty is engaged in conducting this programme in the college.
- * Some teachers of Arts faculty conducted lectures for Commerce students on topics such as barriers in communication, personality development.
- * Teachers from all the faculties conducted lectures at the Soft Skills Development Programme. Some of our Staff members conducted lectures for Soft Skills Development Programme in various colleges.

5. Examination reforms implemented :

- * Tutorials, orals and assignments were conducted.
- * Regular evaluation of students knowledge through presentations, quiz, group activity were encouraged.
- * Preliminary examinations were conducted for practical papers.

6. Number of candidates qualified NET / SLET : NET 04

7. Total number of seminars / workshops conducted :

- * Arts - State level seminar (I.T and Social Sciences)
- * Science - National Seminar - Department of Zoology

8. Research projects :

* **Implemented :**

Three Research Projects of Board for College and University Development, Pune University were implemented by three teachers of Microbiology.

* **Completed :**

- > Women's writing in English in India : Dr. Supriya Sahasrabuddhe from English Department.
- > Dr. Mrinaleni Shah from Marathi Department
 - (i) Research project on Images of Nineteenth Century Women under Maharashtra Foundation Research Grant.
 - (ii) UGC minor research project on Marathi Literature and Social Movements in the Nineteenth Century.

9. Patents generated, if any : Nil

10. New collaborative research programmes : 03

- * Dr. Mukula Kulkarni : One Project with BARC and another with NCFRR
- * Durga Kulkarni : One Project with ARI.

11. Total research grants received from various agencies :

- * From Board for College and University Development, Pune University : Rs. 4.75 lakhs

12. Number of research scholars :

- * M. Phil. 08
- * Ph.D. 04

13. Citation index of faculty members and impact factor : Nil

14. Honours / Awards to the faculty :

Awards -

- * Best Teacher Award to Ms. Shubhangi Joshi, Vice Principal, Commerce.
- * Special Appreciation Award to Ms. Sharayu Bhakare, Commerce.
- * Best Non-teaching staff Award to Mr. Kashinath Kadam.

Honours -

1. Post - doctoral Fellowship to Berlin awarded to Dr. Mukula Kulkarni.
2. Dr. Sadhana Natu delivered lectures on Skill development for Arts & Commerce students and on Career mapping for Psychology students in local colleges.

15. Internal resources generated :

- * Spoken English course Rs. 10,300/-
- * A course in Office Automation Rs. 17,000/-
- * Pharmaceutical Applications Rs. 41,000/-
- * Funds are generated through rent collected from provided the college premises for conducting various competitive examinations.

16. Details of departments getting SAP, COSIST/DST. FIST etc. assistance / recognition : Nil

17. Community services :

- * Various extension activities are conducted under NSS as per the guidelines of Pune University. Faculty of Commerce designed a project for the students whereby a survey was conducted to study the following -
 - (i) Banking facilities available for the community.
 - (ii) The functioning of 'Self help groups' within the community.

18. Number of teachers and officers newly recruited :

- * Teaching 12
- * Non-teaching 13

19. Teaching - Non-teaching staff ratio : 2.4 : 1

20. Improvements in the library services :

- * Organized one day Grand Book Exhibition.
- * Organized one day book exhibition under NSS activity at Tathawade village (adopted by our college for development). Some books are donated to the Tathawade School.
- * Display of new arrivals.
- * News papers and Weekly's provided to students.
- * Open access facility for Staff and all P.G. students.

21 Number of new books/journals subscribed and their value :

- | | | | |
|---------------|------|-----|-------------|
| * Books | 1230 | Rs. | 6,06,793.60 |
| * Periodicals | 8 | Rs. | 12,873.00 |

22. Number of courses for which student assessment of teacher is introduced and the action taken on student feedback :

- * Members of the student's council were asked for their feedback and some of their suggestions were duly implemented.
- * Action Taken :
 - (a) Open book test and surprise tests are taken.
 - (b) Ad-hoc teaching staff whose performance has been rated as poor are terminated from service.
 - (c) Improvement in Infra-structure and Purchase of additional set of consumables.

23. Unit cost of education : Rs. 11,573/-

24. Computerization of administration and the process of admissions and examination results, issue of certificates :

- * All the administrative work is fully computerised. All the departments have a PC available with Internet facility.
- * Administrative work and financial records are totally computerised. Tally 9.0 software for accounting, Masters software for Pay roll, Shrileepi software for Devnagri typing, e-TDS software for Income Tax and MS Office for other office work are used. All computers of the office are connected by LAN.

- * Internal examination marks are submitted to the University in computerised format.
- * Computerised merit list is displayed at the time of admission.
- * Admission forms for entrance examinations for courses such as MCA and Biotechnology are made available on the College website. Merit list of students admitted to the course are displayed at the website.

25. Increase in the infra-structural facilities :

- * No. of classroom - 03 (239.65 sq.mtr.)
- * Computers - 15 with all peripherals.
- * Parking facility for the students.
- * A more spacious and well-equipped staff room was added.
- * Audio Visual Hall (111.92 sq.mtr.)
- * Library - Reading Hall, Magazine Bookracks was added.
- * New and spacious Laboratory for Geography.
- * M.Sc. Microbiology research - 2 Laboratories.
- * M.Sc. Biotechnology New Laboratories.
- * M.Sc. Chemistry - 2 Laboratories..
- * B.Sc. Zoology - New Laboratories.
- * Internet Connectivity to all the new labs.
- * Music system with speaker, mixer and microphone.

26. Technology up-gradation :

- * Incubator shaker.
- * Deep freezer.
- * Refrigerated centrifuge.
- * PCR.
- * Two Laminar Airflow.
- * Spectrophotometer.
- * Laptop, 2 P IV Computers, EGG trainer kit, He-Ne laser.
- * Separate computer section for M.Sc. Biotech.
- * As per curricular changes software and Hardware is updated.

27. Computer and Internet access and training to teachers and students :

- * Two laptops were acquired for the College under the Instrument Grant of Q.I.P., Pune University.

28. Financial aid to students :

- * Students receive financial aid through the Earn-and-Learn Scheme.
- * Some teachers sponsor students' Education.
- * Financial assistance worth Rs. 15,58,449/- was disbursed to students under various schemes of Scholarships and free-ships.
- * Students are also given guidance and information of various loan schemes offered by banks.
- * Book Bank Facility was made available to the students.
- * Endowment Scholarship.
- * Financial assistance is provided to students participating in sports and cultural events.
- * During the Annual Prize Distribution prize money is given to outstanding students in academics, sports and cultural events.
- * Instalment facility in payment of fees to needy students.

29. Activities and support from the Alumni Association :

- * Some departments of science have planned formal alumni get-togethers in the coming academic year. Faculties of Arts and Commerce have planned a combined alumni meet in the year 2008-09. NSS alumni meeting has been planned with the help and support of past students who were NSS volunteers.
- * Past students are invited to deliver lectures and guide the current students.

30. Activities and support from the Parent-Teacher Association :

- * Parent-Teachers meet is organised by teachers of various faculties time to time. They discussed issues regarding academic progress and discipline.

31. Health services :

- * Immediate medical attention to our students is provided by the Pune University Health Centre which is situated close to the College.

- * Dr. Ekbote Hospital run by the Chairman of Progressive Education Society also provide medical facility to our students.
- * Compulsory medical check-up is conducted for first year students of all faculties.

32. Performance in sports activities :

Participation	Inter Collegiate	State	National	International
	191	15	42	03

33. Incentives to outstanding sportspersons :

- * Monetary incentives are provided to Sports persons in the form of travelling allowance.
- * Chhatrapati Awardees are felicitated with a cash incentive.
- * Other incentives given to them are tracksuits, travelling bags, sports kit, blazers etc.
- * Special guidance and coaching is given to students participating in tournaments.
- * Facility for re-examination is provided.

34. Student achievements and awards :

- * Two students received a prize in Indian Physics Association Project Competition.
- * Four students of Microbiology won a Poster Competition at National level.
- * Niveda Ramkumar - State and National Awards in Elocution.
- * Naina Narang, Reena Borate - Poster presentation National 1st prize.
- * Madhav Jogalekar & Vighnesh Joshi - Dramatics

35. Activities of the Guidance and Counselling unit :

- * A needs assessment survey about 'Counselling needs of Students' was conducted.
- * Pre-marital counselling sessions were conducted for final year students.
- * Life Skills Enhancement Programme was conducted for T.Y.B.Sc. (Biotechnology), T.Y.B.Sc. and T.Y.B.Com. students.
- * Information and guidance on various career opportunities was provided to final year students.

36. Placement services provided to students :

- * Placement service is provided to students.
- * M.Sc. Chemistry recorded 100% placement.
- * Some students of M.Sc. Computer Science and MCA were placed in a few renowned IT companies.
- * Workshops are conducted for students to train them in interview techniques and resume writing.

37. Development programme for non-teaching staff :

- * Non-teaching staff members were deputed to attend seminars and training.
- * Many of non-teaching staff completed MS-CIT course.
- * Some of our non-teaching staff who are pursuing higher education are encouraged by the College in the following ways –
 - > Subject guidance is provided by the staff of the College.
 - > Study material and books are made available.
 - > Leave is sanctioned during examination.

Part C :

- * To promote research activities in the college.
- * In order to make our students competent and employable, various seminars and student-centric activities will be undertaken in the year 2008-09.

Mrs. Shampa Chakraborti
Coordinator IQAC

Dr. Sanjay S. Kharat
Chairperson IQAC