

PES Modern College of Arts, Science & Commerce,
Ganeshkhind, Pune 411016.

Minutes of IQAC Online Meeting
held on Monday, 9 November 2020 at 3:15 pm

Following were present for the Meeting :

1. Dr. Sanjay S. Kharat, Chairperson, IQAC and Principal
2. Prof. Parag Shah, Coordinator, IQAC
3. Prof. Suresh Todkar, Chairman, CDC and a Member from Management
4. Dr. Prakash Dixit, Visitor of the College and a Member from Management
5. Dr. Shubhangi Joshi, Teacher Representative
6. Prof. Swati Kandharkar, Teacher Representative
7. Dr. Shampa Chakravarthy, Teacher Representative
8. Dr. Sangeeta Dhamdhare, Teacher Representative
9. Dr. Vinay Kumar, Teacher Representative
10. Dr. Gauri Kopardekar, Teacher Representative
11. Dr. Varsha Bapat, Teacher Representative
12. Mr. Prakash Renuse, Administrative Officer
13. Dr. B. D. Bhole, Nominee from local Society
14. Mr. Prathamesh Joshi (M.Com. Part II) Nominee from Students
15. Dr. Madhura Vipra, Director, Athena Consultancy, Nominee from employers
16. Mr. Rajeev Tulpule, Partner Retco Cable Corporation, Nominee from Industrialists
17. Prin. Tanaji Salve, Parent Representative

A leave of absence was granted to...

1. Dr. Jyoti Gagangras, Teacher Representative and
2. Mr. Kiran Desai, Nominee from Alumni.

Following business was transacted in the meeting :

IQAC Coordinator presented a detailed report on all the points on the agenda with detailed inputs from committee members and invited discussion on important issues.

1. Action Taken Report of the previous meetings :

Action taken report of previous meetings and approval of minutes of previous meeting held on 6th April, 2020 and meeting held on 19th May, 2020.

1. Dr. Kharat suggested that Academic and Administrative Audit for 2019-20 be done through external agency, Dr. Dixit suggested a department wise audit and Dr. Bhole suggested faculty wise audit. Due to pandemic situation we have kept Academic and Administrative Audit on hold.
2. Dr. Vipra suggested to start some Skill Development Courses for the benefit of students. Suggestions about Skill Development courses have been considered by preparing proposals for Skill Development Courses under NSQF. MoUs with industry partner were signed for the same.

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3. Mr. Tulpule suggested to chalk out an action plan to develop online teaching skills for teachers. The college organised a Hands on training on Moodle during the month of May 2020 and Faculty Development Programmes on Using Technology for Online Teaching-Learning were organised in June 2020.
4. Feedback from all stakeholders were collected and analysed and appropriate measures have been taken on the suggestions received from all stakeholders. Eg. New books were purchased, implementation of entire admission process in online manner along with making available a payment gateway, signing a contract with a private agency for conservancy of the campus.
 - Student Satisfaction Index for 2019-20 : 2.7
 - Alumni Satisfaction Index for 2019-20 : 3.8
 - Parent Satisfaction Index for 2019-20 : 3.8

Principal Dr. Kharat explained about the procedure and questionnaire is based on NAAC feedback system. It has been observed in the case of Feedback from Stakeholders, that there were some grey areas in SSI which need attention

5. Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles : a Trainer's Training Program was attended by representatives of Arts, Science and Commerce faculties. These trainers trained all the staff members of the institute for developing e-content.
6. Documentation of the various programmes/activities leading to quality improvement : Procedures have been streamlined and database is being maintained through Data Validation and Verification Committee (meetings of DVV Committee in the month of October 2020)
7. Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices : Initiative in the formation of 'IQAC Cluster India' an association of IQAC Coordinators of various Higher Education Institutes across the country. Efforts were taken by the IQAC of Modern College to convert this informal association in to a formal registered body.

Minutes of the meetings were approved unanimously.

2. Quality initiatives during lockdown period :

- **Curricular Aspects** : Orientation and training programmes were organised for online admission process (Vridhhi workshop) for Teaching and Administrative Staff. (13th June, 15th June & 20th July, 2020)
- **Teaching- Learning-Evaluation** :
 - One day online FDP on Fundamentals of Outcome Based Education in association with **Inpods** Consultancy Services Pvt. Ltd. was organised on 4th April, 2020 (106 participants attended the FDP)
 - Moodle (Learning Management System) Hands-on Training Webinar Series. (125 faculty members attended Six sessions conducted on 15th April, 18th April, 21st April, 3rd May, 22nd May and 23rd May 2020)

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- A week-long FDP on "e-Content Development for Online Teaching" by in-house trainers was organised during 25th June to 30th June, 2020. (140 faculty members attended the FDP)
- Online entrance examination for admission to Post Graduate Courses was conducted on following dates...

Sr. No.	Date of Examination	Program Name	No. of Candidates appeared
1	12 September 2020	M.A. (Psychology)	96
2	12 September 2020	M.Com.	219
3	12 September 2020	M.Sc. (Mathematics)	79
4	12 September 2020	M.Sc. (Microbiology)	395
5	12 September 2020	M.Sc. (Biotechnology)	120
6	13 September 2020	M.Sc. (Zoology)	56
7	13 September 2020	M.Sc. (Chemistry)	300
8	19 September 2020	M.A. (Economics)	34
9	19 September 2020	M.A. (Sociology)	22
10	19 September 2020	M.A. (History)	26
11	19 September 2020	M.A. (Geography)	14

- Orientation and hands-on training programmes were organised for online admission process for Teaching and Administrative Staff in collaboration with Vridhi Software.
- **Research, Consultancy and Extension**
 - **Indo-Portugal Joint Research Proposal** in collaboration with Lisbon University on developing Abiotic Stress Tolerance Cowpea plants using Genome Engineering approaches. Rs. 1.5 Crores : Dr. Vinay Kumar informed the members about the project
 - **Extension activities by NSS Department** : Masks were distributed among residential areas and a film for awareness generation about COVID 19 was prepared by the students and the students participated in a family survey jointly done by SPPU and PMC
- **Infrastructure and Learning Resources :**
 - The whole college has been made ready to observe the guidelines for cleanliness and hygiene throughout the campus. Cleanliness drills were conducted in the campus.
 - You Tube channel **Modern Edu-World** for disseminating information on academic and extra-curricular activities.
(https://www.youtube.com/channel/UCbXqXu_x39-x4YGDk1H8Qww)
- **Student Support and Progression :**
 - Celebration of Independence Day jointly with Modernites Alumni Association. Interaction with Alumni Lt. Col. Omkar Kulkarni on the occasion of Independence Day. (240 participants attended the session on 15th August, 2020)
 - **Mental Health Committee** (COVID Counselling committee) : During lockdown in order to take care of mental health issues faced by the students, the College



proactively appointed a committee. Names and contact numbers of the committee members were shared on the college website so that students can contact us in their need. Dr. Natu, HOD, Psychology was a Member of State level helpline initiated by disability commissioner, GOM to handle COVID 19 related mental health issues. Many students and past students received counseling. Dr. Kopardekar elaborated on the concern shown by the college to address mental health and issues related to general well-being of North-East & International students of the college. During lockdown, the college conducted a survey to know the whereabouts of the students and the college tried to be in touch with them and had continuous interaction re their problems and concerns. IQAC Member Dr. Vipra said that this was a commendable gesture by the college

• **Governance, Leadership & Management :**

- Health awareness lectures of Dr. G R Ekbote, Chairman, Business Council, Progressive Education Society and Dr. Gayatri Ekbote were organised by parent institute for the benefit of staff members.
- Four Brain storming sessions for discussing innovative ideas by staff members were conducted on 6th September 2020, 12th September 2020, 19th September 2020 and 3rd October 2020.
- Parent Counselling session was conducted on 18th June, 27th June and 4th July, 2020 during lockdown.
- Institutional Membership of G Suite and creation of institutional email for all staff and students.

3. Annual Quality Assurance Report (AQAR) 2019-20 :

Online AQAR was activated on the NAAC portal and Part A of AQAR has been filled while the Part B includes Criterion wise inputs. In-charge of each Criterion is working on the collection of related information. We will share the responsibility of follow-up of each of these criterion.

Criterion 1	: In-charge Ms. Pradnya Pathakji	Mr. Parag Shah
Criterion 2	: In-charge Dr. Neelima Kulkarni	Dr. Gauri Kopardekar
Criterion 3	: In-charge Dr. Varsha Bapat	Dr. Vinay Kumar
Criterion 4	: In-charge Mr. Prasad Deshmane	Dr. Shubhangi Joshi
Criterion 5	: In-charge Dr. Sadhana Natu	Ms. Swati Kandharkar
Criterion 6	: In-charge Dr. Jyoti Gagangras	
Criterion 7	: In-charge Dr. Madhuri Kulkarni	Dr. Shampa Chakravarthy

4. Newly introduced courses for Academic Year 2019-2020 :

- a. MSc (Mathematics)
- b. MA (Psychology)
- c. MA (Geography)
- d. BSc (Statistics)
- e. BSc Blended (Chemistry)

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5. **Proposed Programs / Courses for Academic Year 2020-2021 :**

- a. MSc Statistics
- b. Diploma in Mental Health Care

Dr. Salve enquired about the affiliation of the said skill based course and the procedure for getting approval for the curriculum. Dr. Kharat, Principal informed that a copy of the curriculum and a sanction letter needs to be submitted in the Academic Section of the University and one copy at the Skill Development Board, SPPU for getting an affiliation and sanction by the Government of Maharashtra and the a second copy to be submitted to Dy. Registrar for getting approval from appropriate authorities (respective sector specific BOS) for the curriculum of the said course.

- c. Proposed Skill based courses...

Name of Course	Department / Nodal Officer (Coordinator)	Duration
B.Voc. Banking & Financial Services	Commerce Dr. Pallavi Nikhare	3 years
B.Voc. Travel & Tourism Management	Commerce Ms. Manisha Bele	3 years
Diploma in Aquaculture	Zoology Department Dr. Shokrera Inamdar	1 year
Certificate in Citizen Journalism and Advocacy	Department of Political Science Dr. Gauri Kopardekar	6 months
Diploma in Industry 4.0 and IIoT	Department of BCA (Science) Mr. Deepak Kumbhar	1 year
Diploma in IPR	Department of Biotechnology Dr. Snehal Gagare	1 year

Prathamesh Joshi suggested that considering the recently experienced lockdown period, new courses in the areas of Digital marketing, e-Learning platform, Application development could be started for UG students as that would help them to earn additional credit. Dr. Dixit suggested that such courses could be introduced at the PG level.

6. **Common Instrumentation Lab to be established :** Dr. Vinay Kumar apprised the members about the concept and presented a detailed plan to make the lab functional in the near future on the campus. He also informed how the college can have a fully functional consultancy service cell to provide the service to our in-house faculty members and students and other external users as well. Dr. Salve congratulated the college for this initiative.




7. **Start-up of consultancy services at the institute** : Dr. Varsha Bapat informed that Design and Innovation Centre focusing on IOT, Artificial Intelligence. She has started consultancy in technology for agriculture. Agriculture and non-agriculture, MCCIA, Dr. Dixit suggested that this can be extended to Modern College of Agriculture. Psychological Counselling needs to be considered. Dr. Bhole and Dr. Vinay Kumar contributed to the discussions.

Dr. Bapat presented a report on efforts being taken to set up a Consultancy Cell which is in nascent stage and needs to be formalised and made fully functional by reaching out to start-ups. Dr. Kopardekar suggested if MoUs could be signed with Agricultural colleges and also Maharashtra Chamber of Commerce, Industries and Agriculture for automated agricultural services that the college has taken up as a part of Consultancy Service. It was concluded that this and the CIF will help in revenue generation for the college.

Principal Dr. Kharat mentioned in detail about the aquaculture project undertaken by Zoology Department jointly with Vedika Agro Pharma a company working in the area of Aqua culture and engaged in exports. The company approached the college for seeking help in disease diagnosis : water analysis, diagnosis related to parasites, virus and bacteria. Another unit, Mohite Water Based Jayakwadi Aqua culture plant also approached the college for consultancy. A need to seek involvement of Microbiology, Biotechnology and also Chemistry departments was expressed in order to make this a successful venture.

Dr. Kharat also spoke about the **Soil of India (Mitti Ke Rang) Project** which is the outcome of a series of rigorous brain-storming sessions conducted every Saturday with the entire staff of the college.

8. **Any other matter with the permission of the chair :**

Inputs by other committee members


- Dr. Dixit mentioned about the Proposal for Virtual Laboratory. Dr. Kharat declared that Modern College was sanctioned the status of Nodal Centre for Virtual Laboratory and that students of the college could now access the facilities of IIT Mumbai to conduct their experiments. Ms Varsha Joshi, HoD Physics worked on this proposal.
- Revised AQAR format : Dr. Bhole suggested that AQAR for the academic year 2019-2020 be written as per the revised guidelines. Principal Dr. Kharat mentioned his key role in the 6- Member Committee appointed by NAAC to prepare the revised guidelines. Principal informed that we are going to fill the parallel format. That would help us to know which documents to be filled and collected
- Dr. Vipra : congratulated college for all the initiatives and appreciated the consultancy service initiatives
- Mr. Tulpule : Suggested that we can encourage the students to prepare hand sanitizers etc. then we can become atmanirbhar
- Prof. Todkar : congratulated the college for all the initiatives. He appreciated the proposed Skill based courses, consultancy especially in industry, agri and



aquaculture. He suggested that we need to explore in the area of agriculture consultancy.

- Mr. Prathamesh Joshi also communicated that we need to focus on agriculture and give consultancy for integrated farming for the parents from agri background
- Dr. Chakravarthy : Dr. Chakravarthy spoke about a proposal submitted to the college to start a Certificate Course in French Language by the English Department and informed the committee about the college initiative of giving value addition to students in the form of NPTEL training.

The meeting was concluded with a cordial vote of thanks to the chair.


Parag Shah
Co-ordinator, IQAC




Dr. Sanjay Kharat
Principal & Chairperson, IQAC