

Annual Quality Assurance Report (AQAR)

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

Year of Report: 2009-2010

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

The college reconstituted IQAC as per UGC guidelines at the beginning of this academic year. The IQAC includes members of the staff who are actively involved in the planning and execution of different activities. The cell planned a number of regular and special activities for the year. An academic calendar was prepared which gives a detailed schedule of all activities for smooth functioning of the college.

1. Induction of external members on IQAC
2. Planning of Entrance Examinations to be conducted for admissions of various courses
3. Admission procedure for academic year 2009-2010
4. Planning of co curricular and extracurricular activities
5. Launching of new Certificate Courses
6. Sending proposals for financial assistance to different funding agencies
7. Planning for shifting of library to the new location
8. Constitution of different committees for smooth conduct of the activities
9. Develop system of Central Documentation
10. Introduction of M.C.A. (Commerce) and M.Com. (IT) courses
11. Planning of placement cell activities
12. Organizing Faculty Development Programmes
13. Planning of study tours, industrial visits and field trips.
14. Planning of activities to reach out to the community
15. Infrastructural development

Section B: Details in respect of the following (attach separate sheet).

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 physical, emotional, intelligence and spiritual quotient. This is achieved through promotion of research activity, extension activity, community services and 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, Workshop on Practical Methodologies in Commerce Subjects, Remedial teaching in Mathematics & Statistics, In house magazine ‘Commerce Horizon’, Wall magazine, Certificate course in Office Automation.
Computer Science Department	“Interaction” an intercollegiate programming competition, Technical Fest for Undergraduate students
English Department	Flair (wall magazine), Film Show, Community Service and English News Letter
Geography Department	Interclass debate, GPS survey
Language Departments	Workshop on proof reading (Marathi and Hindi)
Mathematics Department	Mathematical Hockey and Quiz
Microbiology Department	Rangoli Competition Based on Microbiology as a theme
Physics and Chemistry Department	Interclass Quiz
Science Association	Science Exhibition, Interclass Quiz for PG students, Publication of Books
Social Sciences Departments	Surveys and Field visits to Remand home and Old Age home
Student Welfare Department	Disaster Management workshop, Vidyarthini Manch a programme entitled ‘Arogya Samvad’
National Service Scheme	Blood Donation Camp, Street play and Special Winter Camp
Arts Circle	Workshops on Drama, Dance, Singing, Elocution, compeering and dubbing techniques, Launched ‘Indradhanu’ a platform for Fine Arts
College Activity	Yuva Saptah (Cultural week for students of all faculties), Sports week, Selection of University Representative and Best Student of the Year
Extension Activities	Workshop for Senior citizens and on Women empowerment, AIDS awareness programme, awareness programme by Family Planning Association of India
Other activities	Wall magazines, Project presentations, Seminars, Group discussion, Celebration of Woman’s Day and Educational and Industrial visits
Psychology Department	In house magazine Kaleidoscope, Disha Psychology club

2. New academic programmes initiated (UG and PG)

PG Courses M.C.A. (Commerce) started
M.Com (IT) permission granted

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. Four of our teachers are members of Board of Studies of different subjects. The Commerce Faculty of the College organized a workshop on 'Practical Methodologies in Commerce Subjects – Rethinking and Redesigning'. There was thorough interaction among teaching faculty of colleges under Pune University and experts from Industry, Banking and Corporate fields. It was an attempt to device innovative practical assignments for students thereby increasing their employability.

4. Inter-disciplinary Programmes started –

- Sociology, History and Psychology departments conducted programmes for Commerce Faculty students.
- Office Automation Course run by the Commerce faculty was made available to Arts faculty students.

5. Examination reforms implemented

In order to conduct examinations smoothly, internal squad is appointed. They take rounds to control malpractices, if any.

In order to maintain transparency, answer papers 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.

(NET/SLET) Staff (5) and Students (10)

7. Initiative towards Faculty Development Programme—

Faculty Development Programmes arranged--

1. An orientation workshop for newly recruited staff to understand academic and emotional needs of students of various streams organized by Staff Academy
2. An interactive workshop on 'Approach towards Teaching and Research' for teaching staff
3. State level workshop on 'Capacity Building' for non teaching staff organized by Staff Academy
4. One staff member from Microbiology Department and another from Commerce Faculty completed their Refresher Course and Orientation Programme respectively.
5. Our staff members attended Faculty Development Programmes, conferences and seminars and presented papers at different institutes.

8. Total number of seminars/workshops conducted

Computer Science	-	National seminar on Advanced Trends in 'Mobile Computing'
Commerce faculty	-	One day District level seminar on 'Practical Methodology
	-	One day workshop on 'Basic Financial Securities' in collaboration with National Institute of Securities Market
Arts Faculty	-	Two day State Level seminar on 'New Dimensions in Social Sciences Research'
Physics Department	-	University Level Workshop on 'Preparation of Resource File for S.Y.B.Sc. (Physics)'

9. Research projects a) Ongoing—19 and b) Completed—03 : Total = 23

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 –

One project proposal has been submitted by Arts Faculty to Navajbhai Tata Trust for publication of proceedings of National Seminar.

12. Research grants received from various agencies

Funding Agency UGC --- Sanctioned Amount Rs. 7, 15,000=00

Funding Agency BCUD --- Sanctioned Amount Rs. 24,36,500=00

Total Amount Rs. 31,51,500=00

13. Details of research scholars

Teachers pursuing M.Phil. (5) and Ph.D.(5)

Teachers awarded M.Phil. (4) and Ph.D.(1)

14. Citation index of faculty members and impact factor

1. Dr. Mukula Kulkarni (Chemistry) Dalton Transactions;
Citation index: ISSN1477-9226 and impact factor 4.1
2. Dr. Vinay Kumar (Biotechnology) (2009 and 2010) **Total Impact Factor: 6.8**
 - a. Plant Biotechnology Reports; Citation Index: ISSN 0365-0340 Impact Factor: 1.2
 - b. Journal of Ethnopharmacology; Citation Index: ISSN 0378-0875 Impact Factor: 2.3
 - c. Indian Journal of Medical Research; Citation Index: ISSN 0019-5359 Impact Factor: 1.9
 - d. Archives of Agronomy and Soil Sciences; Citation Index: ISSN 0365-0340 Impact Factor: 1.4
3. Dr. Mohini Kute (Chemistry) (2009 and 2010)

- a. Asian Journal of Chemical and Environmental Research;
Citation Index: ISSN 0974-3049.
- b. Journal of solution Chemistry; Citation Index: ISSN 0095-9782
Impact Factor: 1.342.
- c. Journal of Chemical and Engineering Data; Citation Index: ISSN 0021-9568
Impact Factor: 1.729.

15. Honors/Awards to the faculty:

Sr. No.	Name of the Teacher	Department	Details of Award/Honour	Awarding Institute
1	Dr. Sadhana Natu	Psychology	Innovation in Teaching award	Pune University
			Regognition as guide for M.Phil.	Pune University
2	Mrs. Jyoti Gagangras	Sociology	Mniratna ShikshakGaurav Puraskar	Manibhai Trust, Pune
3	Mrs. Shampa Chakraborty	English	Best Teacher Award	P.E.Society, Pune
4	Dr. Savita Sabnis	Hindi	Mniratna ShikshakGaurav Puraskar	Manibhai Trust, Pune
			First prize in Essay competition	Maharashtra Rashtrabhasha Sabha and Gandhi Samiti
			First prize in Essay competition	P.E.Society, Pune
			Recognition as M.Phill and P.Hd. Guide	Pune University
			Published one reference book	Sahita Sagar Publication, Kanpur
5	Mrs. Shruti Bhatkhande	History	2 nd Prize in essay competition on female infanticide	Madhushree Kalavishkar, Nigadi, Pune
6.	Ms. Sharayu Bhakare	Commerce	Outstanding Research Paper award	International Conference on Commerce and Management by Mumbai University
7	Mr. Pinakin Wagh	Biotechnology	3 rd Prize for paper presentation	National Seminar on Recent trends in Life Sciences
8	Dr. Mohini Kute	Chemistry	Young Scientist Award	Indian council of chemists, Department of Chemistry, North Gujarat university, Patan

16. Internal resources generated (2009-10)—

1. Spoken English Course	Rs. 23,600=00
2. Certificate course in Modi Script	Rs. 19,100=00
3. Office Automation Course	Rs. 19,200=00
4. Biozone- Hands on Training Programme	Rs. 36,000=00
5. Amount received through University of Pune under Quality Improvement Programmes and through Student welfare Department	Rs. 3,78,038=00
Total Amount Received	Rs. 4,75,938=00

17. Details of departments getting assistance/recognition under SAP, COSIST (ASSIST) / DST, FIST, and other programmes ----- NIL**18. Community services**

- Donation of books and stationery to students of nearby Village Kondur
- Financial aid and essentials donated to Nivara Old Age Home by Sociology Department
- Financial aid to Ruia School for Speech and Hearing Impaired by History Department
- Psychology Department Donated computers to SAMYAK
- Lab to Land Project

19. Teachers and officers newly recruited Teachers – 25**20. Teaching – Non-teaching staff ratio-----** 2.17 : 1**21. Improvements in the library services**

- E_ Resources are made available to staff and students through college website
- Membership of UGC-INFONET and DELNET consortia
- 51000 e_ Books and 21000 e_ Journals made available to readers through UGC-INFONET
- Soft copy of revised syllabi and University question papers of previous year made available to all departments through LAN

22. New books/journals subscribed and their value

Sr. No.	Particulars	Number	Price in Rs.
1	General Books	14	4,011=60
2	Reference Books	481	2,78,911=88
3	Text books	802	1,17,481=50
4	Journals (National Peer Reviewed)	01	900=00
5	DELNET and INFONET		12,500=00
6	Library Memberships	4	12,000=00
Total in Rs.			4,25,804=98
DVD and CDs received with books and prescribed books			125

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. The feedback reflects ability in classroom teaching, subject knowledge, punctuality, class control and communication skills of a teacher. Teachers are informed about this feedback and necessary action was taken.

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 being analyzed and due action is being taken.

25. Unit cost of education----

(Including salary Component) Rs. 14,251=00

(Excluding salary component) Rs. 6,106=11

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

The Principal, Vice principals, HOD's and all departments including Sports and Library are provided with computer and internet connectivity. These computers are connected in LAN. Hence most of the administrative work is being done through computers. The process of admission is computerized. Soft copy of examination marks is sent to the University.

27. Increase in infrastructural facilities---Commerce laboratory, New Mathematics and Statistics laboratories, Extension of Physics Laboratory, Ladies/ Boys Common room, Green house, Botanical garden, Student facility centre, Expansion of Library and Reading hall, Air conditioning of audio visual hall, Language laboratory, Computers, printers, Air conditioners, refrigerators, spacious student parking and covered stage

The ICT facility has been improved with following additions --

- Installation of Vridhhi software in office for admission and back office support
- Purchase of Sonic wall Tz 190 Firewall for college network security
- Established new computer laboratory for M.Sc. and B.C.A. students
- Purchased Digital Projector (DELL) for use during lectures and presentations
- Purchased Digital Handicam in order to store memories in digital form
- Purchased all in one printer
- Installation of Scilab software in mathematics department

28. Technology upgradation

We have upgraded following

- E-tax software from version 08-09 to E- Tax 09-10
- tally 9.0 software to tally ERP 9.2
- Shri lipi software version 6.0 to 7.0
- Server RAM from 1 GB to 4 GB
- Installed Wi-Fi router or access point for laptop users
- Broadband facility from 1 MB upto 8 MB speed

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

- Computer and internet access is given to staff and students.
- Office staff is trained to use internet.
- Office E-mail ID are provided to all teaching staff and administrative office staff and they are trained to use E-mail.
- Computer science department gives basic training in computers to teaching and non teaching staff.

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 installment.
- Some of our staff members help needy students by paying their fees

31. Activities and support from the Alumni Association—

- We have established 'Modernites' an Alumni Association of the college and arranged one alumni meet.
- Chemistry and Microbiology departments also arranged gathering of alumni.
- The NSS committee also organized an alumni meet.
- Alumni of Psychology Department gave guidance to current students for preparation for MSW and B.Ed. entrance examination
- Alumni working as guest faculty
- Physics Department alumni delivered lecture on Personality Development and Careers in Physics
- An alumni worked as Resource Person for One day workshop on personality development and interview techniques conducted by the Computer Science Department

32. Activities and support from the Parent-Teacher Association

Parent teacher meet was organized. Valuable suggestions were received from the parents regarding infrastructural facilities.

33. Health services---

- Regular Medical checkup of all FY 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
- Vaccination of lab attendants of Microbiology and Biotechnology Departments
- First aid box in all departments
- Safety, Health and Environment Committee checks regularly food quality of canteen food and make suggestions, if any.

34. Performance in sports activities

- Shivachatrapati Award to one of our students (Highest honour to a sports person given by Government of Maharashtra)
- One participant in International event
- 29 participants on National events
- Participation in intercollegiate competitions-13 team events and 9 individual events
- Winner in intercollegiate Hockey
- 3rd position in intercollegiate Kho-Kho

- 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---

- Students from of Psychology, Biotechnology and Chemistry department participated in 'Avishkar' an intercollegiate poster presentation competition
- Students of B.Sc. received 3rd prize at the Science Quiz organized by IISER Pune
- First prize in Hindi One Act Play organized by Maharashtra Rashtrabhasha Sabha along with Best script and Best actress prize
- First Prize in Duet dance and Fashion Show at Youthopia
- First prize in solo dance at open Competition at Kolhapur
- Prizes in Singing Competitions at Harmony
- Award of Leela Poonawala Foundation Scholarship to students of Chemistry and Microbiology
- Poster Presentation at National Conference by students of Microbiology Department
- 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
- Paper presentation by Students of Commerce Faculty in conference organized by Department of Commerce, Pune University
- Student of T.Y.B.A.(Sociology) secured First position in B.A. examination of Pune University
- One student from Arts faculty attended PRE camp of NCC at Nagpur

37. Activities of the Guidance and Counselling unit

Committee of staff members has been constituted to make referral to the counselling cell. Regular counselling services are being provided to students seeking help.

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 workshops to enhance Interview techniques and presentation skills
- Campus interviews are arranged frequently
- Students are placed in companies like Webtech Solutions, Winsoft, Quick Heal Gian solutions, Symantech, Persistent systems, Zensar Technology, UV-Bioscience Hyderabad, Deepak Nitrite, Lupin Pharmaceutical, Emcure Pharmaceutical and Morde Foods

39. Development programmes for non-teaching staff

- Arranged a state level workshop on “Capacity Building” for non teaching staff
- Arranged field trip to enhance healthy work atmosphere and to strengthen interpersonal relations
- Participation in Faculty Development Programmes
- Arranged sports events

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)

- Provides consultancy to Karve Institute of Social Science. She has developed and administered an attitudinal test for MSW part I students
- Works as an expert on research project associated with the above
- Member of Research committee of a National academic body Indian Association of Social Sciences
- Member Evaluative Committee of Chetana Mahila Vikas Kendra

Dr. Deepak Shendkar (Physical Education)

- Worked as Chairman of Ph.D. and M.Phil. Thesis/Dissertation format of Pune University Physical Education faculty
- Working as Secretary of University of Pune Physical Education Teachers’ Association
- Working as Secretary of Pune District Baseball Association

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

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

The AQAR of previous year plans for following things

1. To finalize academic performance indicators of the staff and carrying out performance appraisal of the staff---- We have completed performance appraisal of the teaching staff
2. Preparation of academic calendar--- Academic calendar has been prepared
3. Publication of outcome of research project---- Work is still in process
4. Remedial coaching for SC,ST,OBC--- Work is still in process
5. Capacity Building of non teaching and newly recruited staff--- We have conducted one workshop on Capacity Building of non teaching staff and also two interactive sessions for the newly recruited staff.
6. To establish meaningful interaction with alumni--- We have established alumni association and more and more alumni are getting involved in different activities of the college

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

- Our students from PG section have cleared NET/SET examinations
- Students of T.Y.B.Sc. Microbiology have developed facility for testing quality of drinking water according to the Indian Standards Specifications for drinking water-
IS 10500:1991
- Some of our non teaching staff have improved their educational qualification
Mr. Vinayak Kullal(peon) has passed M.A. (Economics) with 69% marks.
Mr. Satish Dodke has passed M.A. (Economics) Part I and
Mr. Santosh Mohol has completed B.A.

Section C: Outcomes achieved by the end of the year (attach separate sheet if required).

- The college was due for re accreditation by NAAC. In view of this we have worked throughout the year for preparing our RAR. Letter of intent was sent to NAAC.
- A new location was finalized for the library to give facilities like spacious reading hall, digital library, seperate reading area for staff, separate counter for issue of text books, periodical section and e learning resourses. The development work is under process.
- Started MCA under Commerce Faculty and received permission to statrt M.Com. (IT)
- Successful organization of National and 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)
- Received development grants from UGC

- Shivachatrapati award to one of our students
- Started Certificate course in Modi script

Section D: Plans of the HEI for the next year

- Strengthening Research activity
- Establishing NCC unit
- Developing Common Instrumentation Centre
- Launching B.Sc. (Animation), Developing infrastructure for this course
- Strengthening activities of career guidance and competitive exam cell

Mrs. Varsha Joshi
Name & Signature of the
Coordinator, IQAC

Dr. Sanjay Kharat
Name & Signature of the
Chairperson, IQAC