The Annual Quality Assurance Report (AQAR) of the IQAC

Name of the Institution: Dr. Ambedkar College of Arts and Commerce,
Yerawada, Pune – 411 006

Year of Report: 2010-2011

Part A: The plan of action chalked out by the IQAC in the beginning of the year towards enhancement and the outcome achieved by the end of the year.

1. To establish well equipped functioning Language and Commerce.
2. To set up Computer lab in a bigger accommodation.
3. To connect computers of Office, Language Lab, Commerce Lab, Computer Lab and Examination center by LAN.

♦ Out of the above only following tasks are completed:
1. Mentoring system is introduced. Each teacher is encouraged to voluntarily adopt a group of students in the first year and continuously monitor their progress. Only after results of 2011-12 only success or failure of this practice could be ascertained.
2. Two days Workshop on Stress Management for Students and Staff members, was Successfully conducted.
3. For fund raising it was decided to seek help of the Parents and Philanthropists. List of Philanthropists who can probably extend monetary / material help was prepared. These were approached on Principal level and also on personal level. Few of them showed interest in progress of the college and promised to help in either way.
   Meeting with Parents was called for the same purpose. But the response for the meeting was not satisfactory.

♦ Tasks completed, which were not in the plan:
1. Staff members were trained to prepare Power Point Presentation

Part B:
01. Activities reflecting the goals and objectives of the institution:
Dr. Babasaheb Ambedkar founded People’s Education Society to educate students from socially and economically deprived communities. To make them respectable, knowledgeable and self sufficient are the goals of this society. Keeping this in mind the present institute was started in a socially and economically backward area of Yerawda, Pune.

We nurture the educational and social needs of the people. Most of the students admitted in this College come from the poor families of illiterate parents. Naturally they, on an average are poor in their studies, lack confidence and concentration. With the help of the existing staff and invited Guest lecturers, we try to boost the confidence of the students and improve
their knowledge. Provision is also made to pay fees in installment. It enables students to take admission in the college.

02. New academic programs initiated (UG and PU): None

03. Innovations in curricular design and transaction: Autonomous subject designed by us is not introduced yet. Curricular design for the subjects presently taught in the college is done by the Board of studies of University of Pune.

04. Inter-disciplinary programs started: None

05. Examination reforms implemented: Examinations are held according to rules and regulations of University of Pune.

06. Candidates qualified: NET/SLET/GATE etc.: Information not available

07. Initiative towards faculty development program:
   Department of Economics runs a Nalanda Economics Study Circle for increasing interest in economics and enhancing knowledge of economics amongst students. A Crash course in Economics was organized for Students of all faculties. It was Inaugurated by the Principal. Prof. & Head Mrs. Sheela Gaikwad, Prof. Manoj Pandkar and Assistant Teacher Mrs. Padmini Vanmore conducted the course. Nalanda Economics Study Circle organizes different competitions for students to display their finer skills. On 10.10.2010 Mehendi competition and Essay competition were held. A special prize was given to the student standing 1st in Economics (Special) in T.Y.B.A class.

   Department of Geography: Certain concepts and ideas in difficult to understand. So, to understand various processes of landform formation and to know how landforms actually look like 3-dimensional books, Atlases Over Head Projections and Power Point Projections are shown to the students while teaching. As usual students of FYBA were taken to Deccan College, Pune campus to observe Dyke, an igneous rock formation. A visit to Museums of Department of Archaeology and Maratha History Museum, Deccan College, Pune was organized for B. A. students.

   Environmental Awareness: Field excursion to Nane Ghat, district Ahmadnagar was organized for students of SYBA & B.Com. Environmental Awareness students and FYBA,TYBA. Nane Ghat is a pass in Sahyadri Mountain. It was used as a trade route by the traders of Shatavahana period (Early historical) to enter the Konkan. Rock cut caves with inscriptions, rock cut huge jars to collect toll and beautifully carved stairs to descend to Kalyan area are some of the special features of Nane Ghat.

   Department of English: A lesson on Biography of Gandhiji is included in FYBA syllabus. Fortunately material objects used by Gandhiji while in arrest at Agakhan Palace, Pune are displayed at Agakhan Palace itself. Thi museum is about 2km from the college, hence every year students are taken to visit this museum. To learn how to appreciate and criticize film , as a part of curricular activity students were taken to theater to watch a Movie.
Department of Hindi: On 13th Sep. 2010 an Essay Competition was organized on the occasion of Hindi Divas, which is celebrated by the department every year on 14th Sep. 20 students participated in this competition.

Guest / Special Lectures:

<table>
<thead>
<tr>
<th>No.</th>
<th>Date</th>
<th>Name of the Speaker</th>
<th>Department</th>
<th>Title of the lecture</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>01.3.2011</td>
<td>Prof. Manoj Pandkar</td>
<td>Economics</td>
<td>Budget</td>
</tr>
</tbody>
</table>

Quality Improvement Program organized for development of faculties. Following Lectures and Seminar were organized under Quality Improvement Program, as per University.

<table>
<thead>
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</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>28.12.2010</td>
<td>Prof. Guatam bhong</td>
<td>Economics</td>
<td>Role of agriculture in Indian</td>
</tr>
<tr>
<td>02</td>
<td>2.2.2011</td>
<td>Dr. G.M. Dumbare</td>
<td>Commerce</td>
<td>Income Tax Act</td>
</tr>
<tr>
<td>03</td>
<td>7.2.2010</td>
<td>Dr. Prakash Pawar</td>
<td>Politics</td>
<td>Delimitation of Constituencies and changing nature of Maharashtra</td>
</tr>
</tbody>
</table>

Total number of seminars / workshops conducted: Seminar: None Workshop: None

College level Two Day Seminar (for staff members and students): 10th & 11th Feb 2011
Subject: Meditation. Inaugurated by: Prin. S. R. Najan
Organized by: Dept. of Commerce and Dept. of Physical Education Funded by College

09. Research projects a) Newly implemented: None b) Completed: None

10. Patents generated, if any: None

11. New collaborative research programs: None

12. Research grants received from various agencies: None

13. Details of research scholars: None

14. Citation index of faculty members and impact factor:
15. Honors/Awards to the faculty: None

16. Internal resources generated: None

17. Details of departments getting SAP, COSIST (ASSIST)/DST. FIST, etc.
   Assistance / recognition: None

18. Community services:
   Community services provided through National Service Scheme. Student volunteers participated in the cleanliness drive organized to clean the area around the college campus. The aim of this drive was to increase the awareness about the disposal of garbage and necessity for sorting of the garbage into wet and dry garbage. The day of Ganapati festival, during the immersion of Lord Ganesh Idols about 30 student volunteers worked for the Nirmalya Sankalan (floral and other offerings made during 10 day worship of Ganapaty). This was to avoid river water pollution and save the community from the water borne diseases. Nirmalya thus collected is used for producing manure by Pune municipality. On 26.09.2010 Dr. Rao and Shri. Nimbore spoke on ‘Importance of Blood donation’ Blood Donation camp was organized by NSS in collaboration with Inolaix Hospital, Pune-6 on the same day on the occasion of College Foundation day. 25 student volunteers donated blood in the camp. Winter camp, for 7 days was organized from 18.12.10 to 24.12.10 at Kelgaon, Alandi.

19. Teachers and officers newly recruited: None

20. Teaching – Non-teaching ratio: 3:1

21. Improvements in the library services: Information not provided.

22. New books/journals subscribed and their value:
   Total number of Text books purchased – 434
   Total amount spent – Rs. 2,96,390/-
   Total number of journal books purchased – 538
   Total amount spent – Rs. 1,03,000/-

23. Courses in which student assessment of teachers is introduced and the action taken on student feedback:
   Student assessment is introduced for both, Arts and Commerce faculty. Assessment on two levels, Behavioral and Teaching skills introduced. Feedback forms are used for this purpose. With the help of feedback forms evaluation report is prepared by IQAC and submitted to the Principal. Teachers are informed of their drawbacks and are asked to improve.

24. Unit cost of education: Rs. 14,665/-
25. **Computerization of administration and the process of admissions and examination results, issue of certificates:**
   Though office staff except one is still undergoing training to acquire MS-CIT certificate, work on computer has begun. Computerization of administration, the process of admissions and examination results, issuing certificates will begin soon.

26. **Increase in the infrastructure facilities:**

27. **Technology up gradation:** Information not available.

28. **Computer and internet access and training to teachers and students:**
   College possesses 10 Computers and internet access provided by VSNL. Teachers and students have access to computers and internet.

29. **Financial aid to students:**
   Students get financial aid in the form of various scholarships and free ships provided by the government. In case of the needy students who cannot afford to pay their fees, financial support is provided through the Poor Boys’ Fund. Financial aid in the form of stipend is provided through Earn and Learn scheme of University of Pune. Three students availed this facility in 2010-11 and Rs. 28,130/- were distributed.

30. **Activities and support from the Alumni Association:**
   Efforts are made to register Alumni Association with the Charity Commissioner.

31. **Activities and support from the Parent – Teacher Association:**
   Meetings with Parent are held to form Parent – Teacher Association.

32. **Health services:** Registered Medical Practitioner is called for Yearly medical checkup of Students of F.Y.B.A. and F.Y. B.Com.

33. **Performance in sports activities:**
   Neeraj Pawar represented our college as all India inter university cycling competition.

34. **Incentives to outstanding sports Persons:** None

35. **Student achievements and awards:** None

36. **Activities to the Guidance and Counseling unit:**
   Counseling cell exists since 2002. Two of the faculty members are given responsibility of guidance and counseling, specially the girl students. Students are guided to solve their educational and even the personal problems. A separate letter box is kept for suggestions and also for letters seeking help.

37. **Placement services provided to students:**
   Placement cell of the College extends its services to find the job opportunities. Information about vacancies and job requirement is provided to students from time to time.
38. Development programs for non-teaching staff:
Members of Administrative staff are motivated to complete MS-CIT. One of the office staff has already completed the course. Administrative staff is send to training programs/camps organized by University or Government on subjects like Income tax assessment, account writing etc.

39. Healthy practices of institution:
For the personality development of the students various activities are carried out. Meditation practice is one of them. It is a fact that meditation helps increasing concentration, calmness and cool attitude of a learner. He / She can do a balanced thinking, which helps him / her in the day today activities and also in the studies. Hence discourses with demonstrations on Meditation are organized from time to time for learners.

**Subhedar Ramji Ambedkar Elocution** contest organized by the Teaching & Non-Teaching Staff of the College was held on 3.2.2011.

40. Linkages developed with National/International, Academic/Research bodies: None

41. Any other relevant information the institution wishes to add: a. Books written by the faculty:

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Name of the Faculty</th>
<th>Title of the book</th>
<th>Publisher</th>
</tr>
</thead>
</table>

b. Faculty officiating work in different capacity: None

c. Research Papers published by the faculty:

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Name of the Faculty</th>
<th>Title of the Paper</th>
<th>Name of the Journal</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>Prof. Shivaji Kakade</td>
<td>A study of home loan problems faced by borrowers of co-operative bank in Pune city area.</td>
<td>ASM Group of Institute, Pune ISBN : 978-81-9214451-1</td>
</tr>
<tr>
<td>02</td>
<td>Prof. Shivaji Kakade</td>
<td>M.-Commerce :- the recent trends of business</td>
<td>International Journal of advance in management technology and engineering sciences ISSN : 2249-7455</td>
</tr>
</tbody>
</table>

d. Lectures delivered by faculty in other institutes
None
e. **Presentation of Research Papers in Seminars/Workshops/Conference:**
   None

f. **Popular articles published in Periodicals/News Papers/Magazines:**
   None

**Part C: Detail the plans of the institution for the next year:**

2. To establish well equipped Gym for Students.
3. To improved the reading hall facilities

Priority will be to complete the incomplete tasks of 2010-11.