



ACADEMIC AND ADMINISTRATIVE AUDIT REPORT (AAA)

ACADEMIC YEARS : 2017-2018
2018-2019
2019-2020

**INTERNAL QUALITY
ASSURANCE CELL
[IQAC]**



Anjuman Khairul Islam's

POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE

A Recognized Minority College
Affiliated to Savitribai Phule Pune University
ID No. PU/PN/ASC/023/1970
K. B. Hidayatullah Road, Camp, Pune - 411 001 [Maharashtra, India.]

ACADEMIC AND ADMINISTRATIVE AUDIT (AAA) REPORT

Year: 2017-2018, 2018-2019 & 2019-2020

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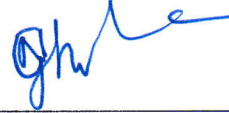


Sr. No.	Particulars
1	Curricular Aspects
2	Teaching-Learning and Evaluation
3	Research, Consultancy & Extension
4	Infrastructure & Learning Resources
5	Student Support and Progression
6	Governance, Leadership and Management
7	Innovation and Best Practices
8	Office Administration and Financial Audit
9	Departmental Profile
10	Overall Observations
	i. Institutional Strengths
	ii. Institutional Weaknesses
	iii. Institutional Challenges
	iv. Institutional Opportunities
11.	Recommendations

ACADEMIC AND ADMINISTRATIVE AUDIT (AAA) REPORT

Year: 2017-2020

1. Name of the College :- **AKIs Poona College of Arts, Science and Commerce,
Camp, Pune**
2. Number of Full time Teachers:- **2017-2018 : 106
2018-2019 : 114
2019-2020 : 111**
3. Number of Programmes :- **2017-2018 : UG: 17 PG: 08 Research :- 03
2018-2019 : UG: 17 PG: 08 Research :- 03
2019-2020 : UG: 17 PG: 08 Research :- 03**
4. Number of Students Enrolled – **2017-2018 : 4162
2018-2019 : 4143
2019-2020 : 4247**

External Peer Team Members

Sr. No.	Name of the External Peer Team Member	Capacity	Signature
1	Dr. Nitin Ghorpade Principal, Baburaoji Gholap College, Sangvi, Pune	Chairman	
2	Dr. Shakeel Ahmed Director, PIMSE, Pune	Member	
3	Mr. Iqbal N. Shaikh	Co-ordinator	

PEER TEAM REPORT

Sr. No.	Observation on Key Aspects	
1	Curricular Aspects	<ul style="list-style-type: none">• College adheres the curriculum designed by Pune University.• Many Senior faculty members are involved in framing subject curriculum as the member of Board of Studies and Subject Expert.• Effective Curriculum delivery through a well-planned and documented process.• 61 different courses focusing employability were successfully introduced during the year and 4825 students enrolled for these certificate courses.• Choice based credit system adopted in different 16 programs during the term.• Two Value added course started in current year.• In 10 programs, field visit / internship undertaken during the term.• Feedback is obtained from all stake holders.• Remedial and Bridge courses have also implemented.
2	Teaching-Learning and Evaluation	<ul style="list-style-type: none">• College published academic calendar every year.• IAE conducts in align with academic calendar.• Teachers makes annual teaching plan and lesson notes.• Teachers are using ICT tools in Teaching Learning process. Total 110 teachers are using ICT tools.• Continuous Assessment Process is executed.• 8 types of CIE conducted.• Effective mechanism implemented to address the grievances of the stakeholders.• Student participation in seminars, conferences and workshops hosted by the college and even other colleges is appreciable.

3	Research, Consultancy & Extension	<ul style="list-style-type: none"> • Total 277 research papers were published by the faculty members in the Journals notified on UGC Website during the term. • 24 workshops organised on industry-academia innovative practices. • 7 students received Award for Innovation during the term. • Handmade Organic Soap & Organic Vegetable these two new start-ups started under Innovative and Entrepreneurship Development Cell (IEDC). • 9 students awarded with Ph.D under Commerce Research Center and 7 students awarded with Ph.D under Economics Research Center the this term. • Faculties participated in different seminar/conferences and symposia as a Resource Person. • Extension Activities conducted through NSS, BSD, Police Mitra, MUSKAN, Redcross.. • 23 MoU have signed during the tenure for academic enrichment.
4	Infrastructure & Learning Resources	<ul style="list-style-type: none"> • Library is equipped with good number of books and resources • Adequate ICT facilities for teaching learning • Adequate Indoor Sports Facilities • Adequate number of Class Rooms and laboratories are operational. • Teachers have developed e-content for effective delivery. • Library facility is automated with Vriddhi Software.

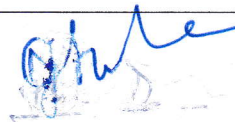


5	Student Support and Progression	<ul style="list-style-type: none"> • College introduced welfare scholarship and sports scholarship to needy students. • 265 students get benefitted from different national level scholarships and 168 students get benefitted with college scholarships. • Departments have organised Bridge Courses, Remedial Teaching, Career Guidance, Personality Development and Soft skill development activities. • 4255 students get benefitted by 67 programs on guidance for competitive examination and career counselling. • Students get placed on different positions through on campus and off campus placement drive. • 446 students' progression to higher education. • Students participation in many competitions 84 students received award in sports and cultural activities.
6	Governance, Leadership and Management	<ul style="list-style-type: none"> • The vision and mission of the institution is in tune with the objectives of higher education. • The institution practices decentralised and participative administration through various bodies and committees. • The institution provides various welfare schemes for Teaching and Non-teaching staff. • 98 teaching faculty availed financial support to participate in academic activities during the term. • Performance appraisal system for teaching and non-teaching staff is implements as per defined rules and regulations. • Internal and External Audit is conducted. • The IQAC organised various quality enhancement initiatives during the term for teaching and non-teaching staff.

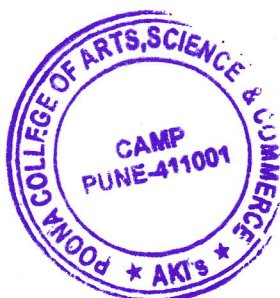
7	Innovation and Best Practices	<ul style="list-style-type: none"> • 26 Gender equity promotion programmes organized by the institution during the year. • The institution conducted many initiatives to address locational advantages and disadvantages including water scarcity problem, awareness about tuberculosis, awareness about environment preservation etc • The institution conducted 133 initiatives to engage with and contribute to local community like Aids Awareness program, Deaddiction program, Donation of Sewing machine, Swach Bharat Abhiyan etc.. • The Institution conducted 20 activities for the promotion of universal values and ethics. • Campus is clean and eco-friendly. • The Institution initiated two institutional best practices – MUSKAAN – the way we are making a difference to the social and economic wellbeing of our communities through our teaching, public events and activities & another best practice is Environmental Awareness Drive through tree plantation at Green Thumb, Khadakwasla, Pune.
8	Office Administration and Financial Audit	<ul style="list-style-type: none"> • All administrative records are maintained properly. • Internal and External Financial Audit done. • Service Records are maintained properly.
9	Departmental Profile	<ul style="list-style-type: none"> • Departmental record is satisfactory maintained. • Student centric teaching learning methods should be made more systematic and well documented.

10	Overall Observations	
i	Institutional Strengths	<ul style="list-style-type: none"> • Good Student enrolment • Enrolment from national and international level. • Good numbers of PG courses • Qualified and experience faculty • Adequate sport facility • Optimum infrastructure and space for development • Central library with internet facility
ii	Institutional Weaknesses	<ul style="list-style-type: none"> • Library infrastructure need modernization • Lack of consultancy, tie-ups • The process of teaching learning need strengthening • Less participation of students in sport activities
iii	Institutional Challenges	<ul style="list-style-type: none"> • Development of eco-friendly campus • Proper implementation of Choice Base Credit Systems • Lack of Government support for non – aided programmes.
iv	Institutional Opportunities	<ul style="list-style-type: none"> • Developing collaboration with research institutes / industries • Establishment of research centres in different subjects. • Addition of a greater number of PG/UG programmes. • To uplift weaker section students socio-economically • Strengthen multi /interdisciplinary approach for better learning


11. Recommendations	<ol style="list-style-type: none"> 1. Required more field visits for the students. 2. Teachers to initiate to develop and use ICT tools for teaching 3. Research culture to be inculcated among teachers and students 4. Introduced skill development programmes 5. To start a greater number of UG/PG/Research programmes 6. To augment ICT facilities 7. College undertakes consultancy services 8. IQAC need to conduct a greater number of quality related activities
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11. Name and the Signature of Peer Team members:

Sr. No.	Name of the External Peer Team Member	Capacity	Signature
1	Dr. Nitin Ghorpade Principal, Baburaoji Gholap College, Sangvi, Pune	Chairman	
2	Dr. Shakeel Ahmed Director, PIMSE, Pune	Member	
3	Mr. Iqbal N. Shaikh	Co-ordinator	



Signature of the Head of the Institution with Seal


Principal
Poona College
of Arts, Science & Commerce
Camp, Pune -411001.



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ACADEMIC AND ADMINISTRATIVE AUDIT (AAA) REPORT

ACADEMIC YEARS : 2015-2016 & 2016-2017



ACADEMIC AND ADMINISTRATIVE AUDIT (AAA) REPORT

Academic Years : 2015-2016 & 2016-2017

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ACADEMIC AND ADMINISTRATIVE AUDIT (AAA) REPORT

Academic Years : 2015-2016 & 2016-2017

1. Name of the College :- AKIs Poona College of Arts, Science and Commerce, Camp, Pune
2. Number of Full time Teachers:- 2015-2016 - 119
2016-2017 - 116
3. Number of Programmes :- 2015-2016 - UG: 17 PG:08 Research :- 03
2016-2017 - UG: 17 PG:08 Research :- 03
4. Number of Students Enrolled – 2015-2016 - 3362
2016-2017 - 3602

External Peer Team Members

Sr. No.	Name of the External Peer Team Member	Capacity	Signature
1	Dr. M. D. Lawrence Principal, MMCC College, Pune	Chairman	
2	Dr. Sajid Alvi Director, DIMR, Pune	Member	
3	Mr. Iqbal N. Shaikh	Co-ordinator	

PEER TEAM REPORT

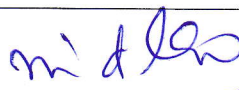
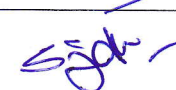

Sr. No.	Observation on Key Aspects	
1	Curricular Aspects	<ul style="list-style-type: none">• College adheres the curriculum designed by Pune University.• Remedial and Bridge courses have also implemented.• Institution runs 27 programs, 19 self-financing programs and 3 valued added programs.• Effective Curriculum delivery through a well-planned and documented process.• Many senior faculty members are involved in framing subject curriculum as the member of Board of Studies and Subject Expert.• Feedback is obtained from all stake holders.
2	Teaching-Learning and Evaluation	<ul style="list-style-type: none">• College published academic calendar every year.• IAE conducts in align with academic calendar.• Student participation in seminars, conferences and workshops hosted by the college and even other colleges is appreciable.• Teachers make annual teaching plan and lesson notes.• Teachers are using ICT tools in Teaching Learning process.• Different Innovative evaluation methods have been implemented to assess the students.• Effective mechanism implemented to address the grievances of the stakeholders.
3	Research, Consultancy & Extension	<ul style="list-style-type: none">• Total 285 research papers were published by the faculty members in the Journals of National and International repute.• 153 Extension Activities conducted through NSS, NCC, College Forum etc.• Faculties participated in different seminar/conferences and symposia as a Resource Person and presented their research papers at International/National/State level Seminar/Conferences.• 16 collaboration and linkages have done during this term for academic enrichment.

4	Infrastructure & Learning Resources	<ul style="list-style-type: none"> • Library facility is automated with Vridhhi Software. • Adequate number of Class Rooms and laboratories are operational. • Library is equipped with good number of books and resources • Adequate ICT facilities for teaching learning • Adequate Indoor Sports Facilities
5	Student Support and Progression	<ul style="list-style-type: none"> • Departments have organised Bridge Courses, Remedial Teaching, Career Guidance, Personality Development and Soft skill development activities. • College introduced welfare scholarship and sports scholarship to needy students. • 571 students get benefitted by different programs organised on guidance for competitive examination and career counselling. • 357 Students get placed on different positions through on campus and off campus placement drive. • Students participation in many competitions.
6	Governance, Leadership and Management	<ul style="list-style-type: none"> • The vision and mission of the institution is in tune with the objectives of higher education. • The IQAC organised various quality enhancement initiatives during the term for teaching and non-teaching staff. • Performance appraisal system for teaching and non-teaching staff is implements as per defined rules and regulations. • The institution practices decentralised and participative administration through various bodies and committees. • The institution provides various welfare schemes for Teaching and Non-teaching staff. • Internal and External Audit is conducted.
7	Innovation and Best Practices	<ul style="list-style-type: none"> • Green Campus Drive • Gender equity promotion programmes organized by the institution during the year. • The institution conducted initiatives to engage with and contribute to local community like Blood Donation Program, AIDS Awareness

		<p>program, Swachh Bharat Abhiyan etc..</p> <ul style="list-style-type: none"> • The Institution conducted event for the promotion of universal values and ethics. • Campus is clean and eco-friendly.
8	Office Administration and Financial Audit	<ul style="list-style-type: none"> • All administrative records are maintained properly. • Internal and External Financial Audit done. • Service Records are maintained properly.
9	Departmental Profile	<ul style="list-style-type: none"> • Departments are maintaining all records related to teaching, learning and evaluation processes. • Departmental record is satisfactory maintained. • Student centric teaching learning methods should be made more systematic and well documented.
10	Overall Observations	
i	Institutional Strengths	<ul style="list-style-type: none"> • Good Student enrolment • The physical facilities are augmented within the limits of available funds. • Qualified and experience faculty • Enrolment from national and international level. • Good numbers of PG courses • Central library with internet facility
ii	Institutional Weaknesses	<ul style="list-style-type: none"> • Lesser use of ICT based teaching methods. • The process of teaching learning need strengthening • Library infrastructure need modernization • Lack of consultancy, tie-ups • Less participation of students in sport activities
iii	Institutional Challenges	<ul style="list-style-type: none"> • Development of eco-friendly campus • Lack of Government support for non – aided programmes. • Infrastructure development
iv	Institutional Opportunities	<ul style="list-style-type: none"> • Establishment of research centres in different subjects. • Addition of a greater number of PG/UG programmes. • Strengthen multi /interdisciplinary approach for better learning Developing collaboration with research institutes / industries • To uplift weaker section students

<p>11. Recommendations</p>	<ol style="list-style-type: none"> 1. Departments association activities can be objectively strengthened 2. Teachers should develop and use ICT tools for teaching 3. Research culture to be inculcated among teachers and students 4. Career guidance workshops should be conducted. 5. Introduced skill development programmes 6. College undertakes more collaboration, linkages and consultancy services 7. IQAC need to conduct a greater number of quality related activities
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11. Name and the Signature of Peer Team members:

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PRINCIPAL
Poona College of Arts, Science & Commerce
Camp, Pune-411001
Principal Office