



# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

## **PROGRESSIVE EDUCATION SOCIETY'S MODERN COLLEGE OF COMMERCE AND COMPUTER STUDIES**

MODERN EDUCATIONAL CAMPUS, SECTOR NO. - 21, YAMUNA NAGAR,  
NIGDI, PUNE  
411044

[www.pesmoderncollege.com](http://www.pesmoderncollege.com)

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**(Draft)**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Progressive Education Society's Modern College of Commerce and Computer Studies, Yamuna Nagar, Nigdi established in 2009 with 213 students, now it is increased to 712 students under 3 undergraduate courses. Students from Pimpri Chinchwad City urban area and surrounding rural area like Chakan, Maval, Dehu Road etc. present energetic demographic variety. The college campus is located in the surrounding area of the industrially developed MIDC area like Pimpri Chinchwad MIDC, Bhosari MIDC as well as IT MIDC Hinjwadi and Talawade.

Women power is the striking feature of this co-education institution with over 52% Girl students and 61% Women faculty members. We have progressive physical, sports and IT infrastructure, well-equipped computer laboratories and adequate library with e-resources that enables quality teaching-learning assessment progression. A good number of students have secured university rank and are passing post graduate CET competitive examinations and representing the college in extra-curricular and outreach activities. Academic achievements of students enabled the college to leave a mark on Pimpri Chinchwad educational map. One of the remarkable is that more than 1900 under-graduate students have undertaken independent research projects. College has displayed constant improvement of university examination result. The faculty members have a substantial number of publications in reputed research journals besides filing of patents.

The college has a registered alumni association contributing to college development. The college have established IQAC Cell with first cycle of NAAC has display college quality education liability. College has developed courses with value-added structure set up for students' technical development. Students participate in various schemes like NSS camps, National events, Competitions, and Cultural Celebrations. We firmly think that education should combine old customs with contemporary technologies. In its journey toward excellence, college has brought together different stakeholders. Through the development of a synergy between academic knowledge, technical skill set, and personality qualities, as well as strong moral values and sensitivity to the environment, society, and the country as a whole. The College continuously works to guarantee that college students reach new heights. Accordingly, the college has developed academic achievement, research and innovation, expertise in the profession, and commitment to society in students.

### **Vision**

**To provide excellent educational opportunities to the students to meet economic social and environmental challenges to become active participant in shaping the world.**

### **Mission**

**To create a safe, friendly and accessible environment to all students to enhance their academic career and cultural development.**

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### **Institutional Strength**

1. College is located in Pune, Pimpri-Chinchawad, Talawade, Hinjawadi, Chakan Manufacturing and Information Technology industry corridor.
2. Good learning environment for the students with internship programmes, expert lectures, alumni-student interaction, and industrial visits.
3. The college's infrastructure is ideal for quality teaching and learning.
4. A healthy work environment develops because of coordination among faculty members.
5. A good connection between students and teachers results in special attention to the students and their careers.
6. Increasing number of enrollments of students.
7. Excellent academic result of the students.

### **Institutional Weakness**

1. Most of the young faculty in college have required more academic and industry experience and skill development knowledge.
2. Current curricula do not satisfy the requirements of the surrounding industry with limited academic flexibility.
3. Tight semester-based academic schedule.
4. Lack of postgraduate courses.

### **Institutional Opportunity**

1. Progressive Education and Modern brand is already established.
2. College is located in the Industrial Belt.
3. To keep up with the latest knowledge, laboratories are being upgraded and expanded.
4. Interdisciplinary research potential.
5. Possibility for collaborative academic and research initiatives with international and national universities.
6. Faculty members are encouraged to present papers at conferences and in national and international publications, as well as to attend seminars and workshops.
7. Time to time interaction established with industry experts from Pune, Pimpri-Chinchwad and other technological industry for updating and upgrading knowledge and skills of the faculty and students.
8. New courses designed with industry collaboration will be started, increasing job opportunities for students.

### **Institutional Challenge**

1. Limited scope for reforming the curriculum as per the changing needs of industry.
2. Placement issues exist since there are few vacancies in industrial sectors.
3. A change in the New Education Policy poses a challenge for updating the curriculum.
4. Pune being educational Hub ample options available to the students to join undergraduate program to keep pace with the challenges and upcoming trends of Industry.

## 1.3 CRITERIA WISE SUMMARY

### Curricular Aspects

The Modern College of Commerce and Computer Studies, affiliated to Savitribai Phule Pune University, ensure effective curriculum planning and delivery through a well-planned and documented process. The college follows the semester pattern for each course, with a curriculum aligned with the vision and mission of the college. Faculty members have created add-on and value-added programs focusing on entrepreneurship and soft skills.

The college prepares an academic calendar at the beginning of each year, which includes industry visits, seminars, and lectures by subject or industry experts, extracurricular activities, exam schedules, and holidays. The timetable is prepared by the timetable committee, and faculties are assigned subjects based on their specialization. Teaching plans are prepared in advance, with each subject receiving four lectures per week. Faculty members engage students in group study, presentations, and practical sessions, using teaching methods such as ICT-based teaching, experiential learning, and problem-solving methodologies. Continuous internal evaluation is practiced, including assignments, class tests, internal examinations, and external examinations.

The curriculum of the college integrates cross-cutting issues such as professional ethics, gender, human values, environment, and sustainability. Students are educated about moral and ethical principles, human rights, and cyber security. The college provides a safe and equal environment for female students, with initiatives and awareness programs on gender equality. Activities related to human values include campaigns on health and safety, blood donation, cleanliness, and contributions to social causes. The college promotes environmental awareness through tree distribution, cycle rallies, green campus initiatives, and waste management. There is a prescribed code of conduct for students, teachers, administrators, and staff members, and the college organizes sports and cultural activities to promote national unity.

### Teaching-learning and Evaluation

Teaching-Learning and Evaluation is a supreme factor to shape the cut-throat careers of the students. The students are admitted on a first come first served basis and as per the guidelines of the reservation policy. The college well-designs an academic calendar as per reference of SPPU academic calendar for giving clarity to the stakeholders regarding tentative academic plan and events of the upcoming academic year. Orientation program is conducted in the beginning of the academic year to give a gist, to the students, of the overall syllabus of the program. Teaching plans are prepared by the respective subject teachers at the beginning of each semester. The college adopts various student centric teaching methods for the better understanding of the students such as, PPTs, videos, case studies, Group Discussions, ICT tools, etc. The college applies various methods of experiential learning, participative learning and problem solving methodologies in the teaching learning process. The college conducts value added programs, co-curricular activities, extracurricular activities and extension activities, for the academic and social skill enhancement of the students. Our college provides ICT enabled classrooms.

During the pandemic period the teaching process shifted to online platforms and started using Google applications i.e google meet, google classrooms, google jamboards etc. The CIE mechanism is transparent, time- bound and efficient to deal with grievances related to university examination and college examination. The college has well qualified teaching faculty involved in teaching-learning and research. Student performance is evaluated through various parameters such as assignments, unit tests, attendance, seminar, quizzes, and

activity assessment through projects and group discussions/presentations. To maintain transparency and clarity the COs – POs are discussed by the respective subject teachers in the lectures and are also displayed on the college website. Appropriate tools for assessment of COs and POs are used.

### **Research, Innovations and Extension**

In the era of globalization, quality research in different areas has become a key factor. The Modern College of Commerce & Computer Studies has been contributing a lot to the research in commerce & computer. For the active participation of staff and students in research activities, the college has established an Institute Innovation Council (IIC) under which many expert session Project Competitions & Research seminars are conducted. Students are encouraged to carry out research activities through simulation and experimentation and analyze the results critically. They are further motivated to publish a research paper in a journal or conference on their work. Workshops have been conducted on innovation and IPR, Ideation, Start-up, etc to encourage the spirit of innovation among the students.

Presently, Two faculty members are Ph.D. award holders and Two faculty members have registered for Ph.D & many faculties passed their SET NET examination. The College has initiated the efforts for MOU and collaboration with various Institutes, Industries & Firms which will help the students as well as faculty to get practical knowledge and experiential learning. The college has a very rich library with a good number of reference books, journals, encyclopaedia and e-journals. Necessary assistance is provided to the teachers for their research works. The outcome is reflected in thirteen research papers published in the UGC notified journal & Fifty Five books are published by our faculty members in the journals of national and international repute.

The college organizes a number of extension activities through NSS, Cultural and sports departments in the neighbourhood community. These activities include Blood donation camp, Tree Plantation, Ek Muth Dhanya (Donation Drive), No vehicle day, Cycle Rally, Aids Awareness Campaign, Save girl Child, Women empowerment, Cleanliness Drive in the city, etc.

### **Infrastructure and Learning Resources**

The Progressive Education Society MCCCSCS campus has adequate facilities for teaching and learning. 9 classrooms, 2 computer laboratories, ICT enabled computing equipment such as , 9 L.C.D. Projectors, Internet Connectivity (100 mbps), Wash Rooms, Water Facility, Air-Conditioned Principal's Office, Training and Placement Room, Board Room, Seminar Hall, Ramp Facility for special students (Divyangjan), IQAC Room, Girls Common Room, Boys Common Room, Suggestion Box, Notice Boards, LED Television (CCTV), KVA Diesel Generator, Pantry, Gas Stove, Refrigerator, Canteen Facility, Sick Room, First Aid, Fire Extinguishers, Security Cabins, Parking, Rain Water Harvesting System, Open Air Stage, Ground, Dustbins, 9 Printers, Wi-Fi Facility, Smart Classroom (Vridhhi ERP), Tally ERP 9, Library, Digital Library, and so on.

The college is situated at a prime location in the industrial and IT hub of Pimpri Chinchwad on the Mumbai-Pune Highway, close to Chakan, Bhosari, and Talawade industrial areas. The infrastructure is as per the norms of the government of Maharashtra and SPPU.

The college library has a collection of books and reference books, along with five periodicals and seven newspapers, which are essential to imbibing knowledge in students. Our College provides access to the National Digital Library of India and the SWAYAM scheme of the Government of India has enabled us to

provide quality material and accessibility to all our students and faculties.

The college has physical infrastructure in a four-story building. PES MCCC'S is geared towards the development of the holistic personality of the students. The college organises and encourages students to participate in extracurricular activities like cultural and sports activities. The college provides the necessary equipment for different cultural activities. The academic calendar provides slots for different cultural and sports activities. The plans for sports and cultural activities are prepared before 15 days in advance by the sports and cultural committees, respectively.

The college has an open air stage, and ground is available in front of the college building, where Republic Day (Jan. 26) and Independence Day (Aug. 15), as well as the "Vasant Vyakhyamala" three-days event, are held in every summer. Eminent speakers are invited to address this occasion.

The college has Enterprise Resource Planning (Vridhhi ERP) software for the smooth functioning of academics and administration. For maintaining accounts, the college has financial records in Tally ERP 9.

### **Student Support and Progression**

In MCCC'S, 354 students have benefited from the scholarships disbursed to the tune of Rs. 3804332 under the government schemes. At MCCC'S, a total number of 627 students have successfully completed their courses over the last three years.

The college has established the following committees to address various issues facing students: It has developed appropriate mechanisms to take care of the students' welfare and their overall progress in the institute. 1) Student's Welfare Committee 2) Grievance Redressal Committee 3) Anti-Sexual Harassment Committee 4) Anti-Ragging Committee and Academic Planning and Development Committee

Every year, sports and cultural activities and events are organized by the college.

Teachers of foreign languages like German are available for students to study.

Students are motivated to participate in and organize various intercollegiate co-curricular and extra-curricular activities.

The college keeps an eye on the academic performance of the students. In cases of poor performance, the students are given special guidance, and help is extended to them to make the desired progress in the courses where they show lower performance. Our faculty members help them increase their performance.

A special guidance is imparted to them to motivate them to appear for various competitive examinations like MBA/MCA CET preparation. More than sixty percent of students progressed to higher education during the last three years. We also take skillful sessions for students, like sessions on interview skills, personality development, career options for commerce students, "yoga and meditation", etc.

The college has the training and placement cell, which helps and guides students for industrial training, field visits, industrial visits, mock interviews and resume preparation, group discussions, career grooming, final placement by conducting job fairs and placement drives, etc.

Students are also encouraged to participate in various outdoor and indoor games, where they get the opportunity to prove their all-round personalities. The college has arranged alumni meetings to keep close contacts with the alumni who help the present batch of students get career guidance. Thus, every effort is made for the student's support and progression as well.

### **Governance, Leadership and Management**

The Modern College of Commerce and Computer Studies, run by the Progressive Education Society, is governed by a transparent and accessible structure. The hierarchical organisational structure within the college supports the effective completion of academic and administrative tasks. The Governing Body of the College assesses and provides advice regarding problems pertaining to the incremental development and expansion of the college through periodic meetings.

Government and college welfare initiatives are made available to staff and students. Transparency has been maintained in student admission and recruitment. Transparency and clarity in the assessment system are ensured by the well-designed implementation of the assessment processes. Transparency and consistency in the assessment system are guaranteed by the well-designed implementation of the evaluation processes.

The principle supervises the college's general operation while working with a number of committees at the college level. A transparent and effective grievance redressal mechanism creates trust, a sense of safety, and security within the organisational structure. To efficiently deploy and use financial resources, the college frequently undertakes internal and external financial audits. The use of e-governance in operational domains has streamlined the collection, organisation, and recording of information and made it more readily available to all stakeholders.

A successful feedback process incorporating all stakeholders assists in self-assessment and organisational goal accomplishment. With the support of enrichment and faculty development programmes, academic requirements for both students and teachers are updated. To evaluate and improve the abilities of newly hired teachers, a performance-based evaluation system has been put in place. The IQAC implements quality improvement initiatives in subjects such as curriculum creation, teaching and learning, testing and assessment, and research and development.

As a result, the governance of the institution is distinguished by three key underlying characteristics: inclusion, accountability, and credibility.

### **Institutional Values and Best Practices**

- **Gender Equity:**

The Modern College of Commerce and Computer Studies have taken various initiatives for gender sensitization and equality. Just like Self-Defense & Yoga / Anti - Sexual Harassment Cell / Beti Bachav campaign / International Women's Day / Free medical check-up Camp.

- **Inclusiveness**

College environment is an important platform for college student education and spiritual civilization and

also a major place to develop socialist core values. Through some initiative the college is providing an inclusive environment which is culturally, regionally, linguistically, and communal socio economically very supportive.

- **Environmental Consciousness and Sustainability**

Environmental Consciousness and Sustainability: Institution strives to conserve environment, use resources judiciously and spread environmental awareness. LED bulbs are the main sources to conserve electricity consumption in our college. Rain-water-harvesting/drip-irrigation/effluent-treatment-plant/leak-free pipelines/toilets enable water conservation. The college has planted many trees inside and outside the college campus for green revolution.

- **No Vehicle Day**

The first & foremost best practice of our college is no vehicle day. In 2021, when the whole of India was facing the acute problem of oxygen due to pandemic, our college felt an obligation to take some measures to conserve oxygen. We all know harmful fossil fuels are vulnerable for our lives, so after 2021 the college joined the drive against pollution and for a clean environment.

- **Experimental based Learning**

To achieve the objective of the student holistic development the Modern College of Commerce & Computer Studies promotes experiential based learning. It connects the student's theoretical knowledge with practical experience. It enhances the student & knowledge in a holistic manner to understand the exact things in our respective subject. For that reason our college has initiated many programs just like industrial visit, internship, student teaching, cooperative education, project, practical, bank visit etc.

- **Distinctiveness**

The Modern College of Commerce and Computer Studies is known for its devotion and dedication in improving quality education for the growth and development of students. The whole distinctiveness of our college is divided in three parts.

1. Entrepreneurship Program
2. Education for all
3. Constitutional Obligation

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	PROGRESSIVE EDUCATION SOCIETY'S MODERN COLLEGE OF COMMERCE AND COMPUTER STUDIES
Address	Modern Educational Campus, Sector No. - 21, Yamuna Nagar, Nigdi, Pune
City	Pune
State	Maharashtra
Pin	411044
Website	<a href="http://www.pesmoderncollege.com">www.pesmoderncollege.com</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Sadashiv Laxuman Shiragave	020-9226798023	9226798023	020-9226798 023	pesmcccs@gmail.c om
IQAC / CIQA coordinator	Dhanwantari Sakharam Narawade	020-9139411117	9139411117	020-9139411 117	dhanwantari.mcccs @gmail.com

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

<b>Establishment Details</b>				
<b>State</b>	<b>University name</b>	<b>Document</b>		
Maharashtra	Savitribai Phule Pune University	<a href="#">View Document</a>		
<b>Details of UGC recognition</b>				
<b>Under Section</b>	<b>Date</b>	<b>View Document</b>		
2f of UGC				
12B of UGC				
<b>Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)</b>				
<b>Statutory Regulatory Authority</b>	<b>Recognition/Approval details Institution/Department programme</b>	<b>Day,Month and year(dd-mm-yyyy)</b>	<b>Validity in months</b>	<b>Remarks</b>
No contents				

<b>Recognitions</b>	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	Modern Educational Campus, Sector No. - 21, Yamuna Nagar, Nigdi, Pune	Urban	2	1860

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BCom,Commerce	36	Higher Secondary School Certificate	English	120	116
UG	BBA,Bba	36	Higher Secondary School Certificate	English	80	59
UG	BBA,Bba Ca	36	Higher Secondary School Certificate	English	80	80

**Position Details of Faculty & Staff in the College**

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				0				0			
Recruited	1	0	0	1	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				15			
Recruited	0	0	0	0	0	0	0	0	5	10	0	15
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				6
Recruited	4	2	0	6
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				1
Recruited	1	0	0	1
Yet to Recruit				0

### Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	0	0	0	1	0	0	2
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	1	0	0	0	0	0	4	10	0	15
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	0

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	305	0	0	0	305
	Female	397	1	0	0	398
	Others	0	0	0	0	0

<b>Provide the Following Details of Students admitted to the College During the last four Academic Years</b>					
<b>Category</b>		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
SC	Male	38	37	31	29
	Female	54	38	42	25
	Others	0	0	0	0
ST	Male	2	0	1	2
	Female	6	3	0	0
	Others	0	0	0	0
OBC	Male	94	82	47	27
	Female	97	82	64	58
	Others	0	0	0	0
General	Male	198	191	194	131
	Female	202	214	256	186
	Others	0	0	0	0
Others	Male	10	6	10	0
	Female	12	7	6	0
	Others	0	0	0	0
<b>Total</b>		<b>713</b>	<b>660</b>	<b>651</b>	<b>458</b>

### **Institutional preparedness for NEP**

<p>1. Multidisciplinary/interdisciplinary:</p>	<p>Modern College of Commerce and Computer Studies (MCCCS) is an affiliated college to Savitribai Phule Pune University (SPPU) which is state university; MCCCS has to follow a road map or guidelines prepared and provided by the State Government. University prepares curriculum to implement the multidisciplinary / interdisciplinary structure of New Education Policy and MCCCS is abide by it. Higher Secondary School (HSC) in Arts, Science, and Commerce students are eligible to take admission in Bcom, BBA, and BBA (CA) courses. In the computer and management fields, equal opportunities are open to these students. MCCCS has developed value added course in college with Interdisciplinary pattern.</p>
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	<p>Pharmacies passed out students are trying to open Medical Store but they are not aware about account subject, GST, basic software used by any businesses. To solve this problem MCCCCS has developed “Certificate of Essential Skill in Businesses” value added course. This certificate course include basic account concepts, basic finance concepts and basics computer software concepts which are required to knows by every person who want to start business. Course Name : ‘Certificate of Essential Skill in Businesses’ Credit : 2 Duration : 30 Hrs.</p>
<p>2. Academic bank of credits (ABC):</p>	<p>A provision of academic bank of credit is proposed in the draft of NEP to facilitate multiple entry and exit points in academic programs. It shall be considered for credit transfer. Due to this students will be able to earn credits and get the course completed. ABC registration of students has started by SPPU our college is affiliated to SPPU, so our students are started to open ABC account and MCCCCS started transfer student’s credits through SPPU directions.</p>
<p>3. Skill development:</p>	<p>MCCCCS was sign MOU with Pragati Skill Development Center which is authorized training partner of Skill India. The program is conducted under Skill India Scheme which helps participants for learning detailed subjective knowledge, help them to develop soft skill and also groom their personality. On completion of the course the participants will be eligible for job or entrepreneur.</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>Maharashtra State Culture include different festivals, Verities of local languages and songs, “Chhatrapati Shivaji Maharaj’s” legendary leadership etc. From the inspiration of “Chhatrapati Shivaji Maharaj’s” leadership MCCCCS likely to start new value added course in Marathi regional language: "Chhatrapati Shivaji Maharaj and his Forts". This course is of 30 hours and of 50 marks. This course contents delivered by the college teachers and experts from external agencies as per the requirement; however, the evaluation is carried out by the college only. Lectures are carried out on online mode and fort visit scheduled on offline mode. The evaluation of value added course carried out by adopting any of the following method:- a. Written test (Objective or descriptive) b. Project c. Presentations One visit to the forts located surrounding to college will be scheduled and on the basis of this field visit report</p>

	will be written by students.
5. Focus on Outcome based education (OBE):	Students are learn introductory knowledge about the “Chhatrapati Shivaji Maharaj and his Forts's” in school education. MCCC'S value added course provide theory as well as practical experience about our culture. Students are inspired from the visit to forts and acquire more knowledge about Chhatrapati Shivaji Maharaj enthusiastically. The students will follow the ideals of the Chhatrapati Shivaji Maharaj and develop himself serve as good citizens of the country.
6. Distance education/online education:	MCCC'S provides both ‘Certificate of Essential Skill of Businesses’ and ‘Chhatrapati Shivaji Maharaj and his Forts’ value added courses in blended mode like online and offline education. Also MCCC'S is planning to start distance educational courses in future.

### Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Modern College of Commerce and Computer Studies Electoral Literacy Club, Nigdi is set up in Modern College of Commerce and Computer Studies (MCCC'S) with the primary objective of sensitizing the student community about democratic rights which includes casting of votes in elections. The Electoral Literacy Club familiarizes students with the electoral process. We also conduct poster presentations, voter awareness campaign, debates and mock parliaments with Young Inspirators Network (YIN) of Sakal Media Group Pune, elocution, essay writing and other programs which create awareness regarding electoral procedures.
2. Whether students’ co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	The College has the ELC functional with the following office bearers S. No. Name Designation Responsibility 1 Prof. Kholamkar Chaitanya Sanjay - Asst. Professor - ELC Coordinator / Nodal Officer 2 Prof. Khandagale Varsha Ashokrao - Asst. Professor - ELC Additional Coordinator 3 Ms. Krushnali Tukaram Panchal - BCom - Second Year Student - Student Representative 4 Ms. Rutuja Tanaji Sutar BBA - Second Year Student - Student Representative 5 Ms. Abhishek Singh Bais - BBA(CA) Second Year

	<p>Student - Student Representative Nodal officer is to organize the election awareness activities on college campus. Nodal officer is regularly attending the meeting held at Collector Office Pune.</p>
<p>3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.</p>	<p>MCCCS – ELC conducting following activities : 1. Our students participate in Voter Awareness Campaigns aimed to educating the public in the nearby area. 2. To create awareness and interest among faculties and students through workshops/seminars/guest lectures. 3. To educate the targeted populations about voter registration, electoral process and related matters through hands on experience. 4. MCCCS organizes voter registration camp on college campus with Pune Deputy District Election Officer (Pune District) every year.</p>
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>The MCCCS ELC takes initiatives that are socially relevant to electoral related issues especially awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes. 1. To help the target audience to understand the value of their vote to ensure that they exercise their suffrage right in a confident, comfortable and ethical manner 2. To develop a culture of electoral participation and maximize the informed and ethical voting and follow the motto 'Every vote counts' and 'No Voter to be Left Behind'.</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.</p>	<p>The students above 18 years who are to be enrolled as voters are sensitized about democratic rights which include casting votes in elections. We conduct mock polling activity to give the experience-based learning of the democratic setup with Young Inspirators Network (YIN) of Sakal Media Group Pune. We also conduct poster presentation, debates, elocution, essay competition and other programmes which create an awareness regarding electoral procedures.</p>

## Extended Profile

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### 1 Students

#### 1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
712	660	651	458	206

File Description	Document
Upload Supporting Document	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

### 2 Teachers

#### 2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 20

#### 2.2

Number of teaching staff / full time teachers year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
12	9	12	7	4

### 3 Institution

#### 3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
40.31279	26.66360	24.04107	16.51316	11.13694

## 4. Quality Indicator Framework(QIF)

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### Criterion 1 - Curricular Aspects

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#### 1.1 Curricular Planning and Implementation

##### 1.1.1 The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

###### Response:

Modern College of Commerce and Computer Studies being affiliated to Savitribai Phule Pune University adheres to the syllabus 2016-19, CBCS- 2019 – outcome-based pattern, prescribed by university. College follows the semester pattern for each course. Each course is of three years comprises of six semester. The curriculum is executed through optimum use of available resources aligned with the vision and mission of the college. The planning and documented processes are completed well in advance for effective implementation of the curriculum. Curriculum objectives are achieved through efficient delivery of knowledge and development skills and values. Add-on and Value-added programs with a focus on entrepreneurship and Soft Skill have been created by faculty members.

An academic calendar is prepared by Academic Planning Development Committee beginning of the semester. It includes Industry visit, Seminars, Lectures by Subject/ Industry expert, extracurricular activity, Exam scheduled, Activities, and Holidays. It is linked to the college website. Dates of commencement of semesters are taken from the Academic commencement schedule of University.

Time table is prepared by the Time table committee. The subjects are distributed among faculties as per their specialization by the Principal. Time table is followed strictly for the curriculum delivery. Faculties prepare teaching plan in advance. Each subject is given four lectures per week as prescribed by University. Faculties are engrossed in continuous lecture preparation of their subjects to impart knowledge most efficiently to bring out excellent Academic results. Faculties are dedicatedly involved in self study work. They use lecture method for teaching which includes PPTs and ICT Classrooms. Practicals are conducted in computer Laboratories. Faculties engage students in group study, presentations during regular teaching. Student centric teaching methodologies such as ICT based teaching, experiential learning, participative learning and problem-solving methodologies are followed to make teaching-learning effective and qualitative. Continuous internal evaluation is practiced for its assessment. During the COVID-19 period, online lectures and practical sessions were conducted by Google Meet, Zoom Meeting, YouTube, e-content, and PowerPoint shares to students. The syllabus is taught in detail using the lecture method, PPT, and experience learning through field visits.

Revision is taken to make the syllabus more comprehensive. Students are exposed to industry. Student's daily attendance record is maintained by each subject faculty. Teaching fulfils the outcome based objectives of the subject. Students exhibit their learning through presentations, models, group events, projects under the guidance of faculties and University syllabus guidelines. Continuous Internal Assessment includes one assignment, class test, internal examination and external examination. Schedule of internal examination is prepared by the Examination Committee. Internal examination is conducted accordingly. Schedule of External examination is notified through University and the Chief Executive Officer (CEO) conducts the external examination with well planned seating arrangement and invigilation duties. Faculties prepare the assignment question set and internal examination papers. Faculties evaluate

the same and prepare mark sheets of internal assessments. Continuous internal evaluation is implemented along with the external university examination under the CBCS pattern. Students are also assessed through formative evaluation methods like role play, project, group discussions, visit reports, etc.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

**1.2.1 Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)**

**Response:** 38

File Description	Document
List of students and the attendance sheet for the above mentioned programs	<a href="#">View Document</a>
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Evidence of course completion, like course completion certificate etc. Apart from the above:	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

**1.2.2 Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years**

**Response:** 92.93

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
712	639	651	458	37

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 1.3 Curriculum Enrichment

### 1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

#### Response:

The Modern college of commerce and computer studies curriculum effectively integrates issues related to professional ethics, gender, human values, the environment, and sustainability, there is a deliberate attempt to encourage students which helps students develop holistically as well as a strong sense of their personal values. The cross-cutting issues focus on optimistic outlooks on life, work, and contentment. This aids in achieving Intelligence Quotient and Emotional Quotient balance.

#### Professional Ethics:

Moral and ethical principles are an essential aspect of student education. As a result, the curriculum educates college students about human rights and cyber security.

The College is committed to developing the fundamental principles of professional ethics. Students are taught throughout the curriculum how to behave towards Government, society, institutions, and business.

BBA and BBA (CA) curriculum includes Business Ethics and Cyber Security.

#### Gender:

College provides a safe and secure environment for female students, with equal rights and opportunities for boys and girls. On the occasion of International Women's Day Conducted Seminar on "Gender Equality and Human Rights" and Street play and poster competition on "Save girl child" as part of the program put on by the NSS. For the protection of women, Women Grievance Redressal Cell has been established by college. A lecture on cyber crime was organized by the Lady Police of Nigdi Police Station specifically for women.

BBA Add on syllabus covers Value education and Gender Equality.

#### Human Values:

The few human values-related activities are listed below:

- Swine flu, Traffic Safety, Blood Donation, Vaccination drives, Swachhta Abhiyan (cleanliness campaigns), and Aids awareness Campaign were conducted.
- "Ek Muth Dhanya" Abhiyan (a handful of grains donated by each student) to Prayaas Foundation, Nigdi. Help to Needy People of Society and NGO.

- Under ISR activity we have contributed by Giving one day's salary to:-
  - Kerala flood donation
  - Famers Relief fund
  - Uttarakhand flood relief
  - Maharashtra chief Minister's relief fund (COVID-19)
  - Donated medicine to Sassoon hospital (COVID-19)
- A pre-election voter awareness program was held to register names in the voter list, and a commitment was made to exercise voting as a right and responsibility.
- On the occasion of 75 years of independence, we celebrated Azadika Amrut Mohasatav by making posters.

### Environment and Sustainability:

Following are some ways that colleges encourage students' awareness of the Environment:

- Tree Distribution
- Cycle Rally
- No Vehicle Day
- Green Campus
- Waste Management

Environmental Studies is required course for all second-year U.G. students.

### Code of Conduct:

The college has a prescribed code of conduct for students, teachers, administrators, and other staff and conducts itself as per the rules of the PES Society, university, MCSR, and statutory.

### Sports and cultural activities:

The college conducts sports and cultural activities and hosts Republic Day, Maharashtra Day, and Independence Day celebrations on its campus to promote national unity.

In short, The College actively works to impart social, moral, spiritual, and cultural qualities in its students through a variety of extracurricular programs.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 1.3.2 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

**Response:** 50.98

**1.3.2.1 Number of students undertaking project work/field work / internships**

Response: 363

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

**1.4 Feedback System**

**1.4.1 Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website**

**Response:** A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
Feedback analysis report submitted to appropriate bodies	<a href="#">View Document</a>
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	<a href="#">View Document</a>
Action taken report on the feedback analysis	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Enrolment percentage

**Response:** 87.29

##### 2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2021-22	2020-21	2019-20	2018-19	2017-18
259	234	268	255	206

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
280	280	280	280	280

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Final admission list as published by the HEI and endorsed by the competent authority	<a href="#">View Document</a>
Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

#### 2.1.2 Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

**Response:** 65.56

##### 2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2021-22	2020-21	2019-20	2018-19	2017-18
135	112	110	86	71

**2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
168	168	168	140	140

<b>File Description</b>	<b>Document</b>
Institutional data in the prescribed format	<a href="#">View Document</a>
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	<a href="#">View Document</a>
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule ( Translated copy in English to be provided as applicable)	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

**2.2 Student Teacher Ratio**

**2.2.1 Student – Full time Teacher Ratio  
(Data for the latest completed academic year)**

**Response:** 59.33

**2.3 Teaching- Learning Process**

**2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and teachers use ICT- enabled tools including online resources for effective teaching and learning process**

**Response:**

Progressive Education Society’s Modern College of Commerce and Computer Studies runs three years full time courses i.e, B.Com, B.B.A, B.B.A (C.A) comprises six semesters and adopts syllabus and the Choice Based Credit System pattern, designed and framed by Savitribai Phule Pune University, Pune.

**College adopts Student Centric learning system:**

### **1) Academic Calendar:**

The Academic Planning and development committee prepares the academic calendar as per the academic calendar of SPPU that outlines the curriculum, co-curricular activities and extracurricular activities. It shows the proposed dates of various activities such as industry visits, seminars, lectures by subject/industry experts, extra-curricular activities and their exam schedules, to be implemented in the upcoming academic year. The academic calendar is posted on the notice board as well as on the college website.

### **2) Teaching Plan:**

Subject faculty mandatorily submits teaching plans in the prescribed format to the Academic Planning and Development Committee prior to semester commencement. The teaching plan contains course code, course name, objectives of the course, topic name, number of sessions required, concurrent and continuous assessment methods, type of teaching methodology, learning resources i.e. text books, references books etc.

### **3) Lecture Method:**

Other than explanations on topics and concepts the faculty members use different teaching methods i.e. PPTs, videos, case studies, Group Discussions, ICT tools, etc. Effective understanding is developed by students through their involvement in teacher-student interaction.

### **4) Experiential Learning:**

Case discussion, internships, industrial visits, entrepreneurship day celebration etc. are being implemented as a part of experiential learning. Experiential learning is important for the betterment of students in the aspects of practical projects/assignments in subjects like Business Communication, Banking and Finance, Cost and Works Accounting, Audit and Taxation, Management Accounting, Business Accounting, Computer Fundamentals.

### **5) Participative Learning:**

Students actively get involved in the college participatory learning process. They are encouraged to prepare questions on a specific topic, especially before any expert or guest talk where the students have done extensive reading of the subject. Grouping of students encourages the discussions on a certain subject. Role plays, presentations, and involvement in intercollegiate competitions are all examples of participatory learning techniques. Several committees are established as a platform for students to actively participate in various programmes and events, which helps them develop their strategic planning, event management and organizing skills.

### **6) Problem Solving Methodologies:**

With the help of case studies, faculties encourage students to enhance the skills required in the business world.

### **7) Value added programs:**

Enrollment of students in Value-added programmes and Add-on Courses such as Advance Excel, courses on entrepreneurship awareness, personality development, and skill enhancement improve their knowledge, abilities, and experiences.

**8) Co-Curricular Activities:**

Induction programmes, Industrial Visit, Internships, Entrepreneurship awareness campaigns, Guest sessions, workshops, seminars, are fruitful for the students to enhance their knowledge.

**9) Extra-curricular Activities:**

Cultural and Sports activities organized by the college meet the urge of students' interests.

**10) Extension Activities:**

Activities such as Tree Plantation, Blood Donation campaign, Swachh Bharat Abhiyan etc. conducted by the college, emphasizes community services.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

**2.4 Teacher Profile and Quality**

**2.4.1 Percentage of full-time teachers against sanctioned posts during the last five years**

**Response:** 100

**2.4.1.1 Number of sanctioned posts year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
12	9	12	7	4

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

**2.4.2 Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)**

**Response:** 22.73

**2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
4	2	2	2	0

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	<a href="#">View Document</a>
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

**2.5.1 Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient**

**Response:**

The Modern College of Commerce and Computer Studies (MCCCS), is affiliated to Savitribai Phule Pune University (SPPU). SPPU meets the need for the required changes in the traditional examination system by a developed a reliable, effective and transparent evaluation system. The syllabus is regularly restructured by SPPU to meet global competence. SPPU has applied Choice Based Credit System pattern (CBCS), it gives students the choice to select a specialization subjects from a large pool of subjects.

**A) Internal Evaluation Mechanism:**

‘Continuous Internal Evaluation (CIE)’ comprises of 3 components of 10 marks each for the Credit Course, i.e. a) Assignments, b) Internal Examination, c) respective subject faculty selects the choices given by the university.

**B) Transparency in Assessment:**

- At the beginning of the academic year college prepares academic calendar and arrange orientation program for explaining the internal and external assessment system to the students' w.r.t. their respective courses.
- Through notice and ICT Tools all the important information regarding schedule, internal and external assessments, time-tables and hall tickets, and assignment submissions, etc. are communicated to the students in a very transparent manner.
- The internal marks are displayed on the notice board. Students feel free to discuss their problems to their respective faculties regarding exams, their performance in internal evaluation and also clarify queries, if any. Feedback and suggestions are provided for improvement.

### C) Internal Assessments Techniques:

The faculty members can choose the appropriate assessment component for their course from a variety of components such as written examination, presentations, projects, assignments, and group discussions, open book tests, class tests etc. As per the need of the course the internal assessment is being conducted throughout the semester on continuous basis and the Term End Examination is conducted at the end of the Semester.

**The mechanism for handling exam-related complaints is transparent, time-bound and efficient.**

The University and College have developed mechanisms that bring full transparency to assessments and provide a platform for the resolution of student complaints related to the College's examinations and internal assessments in a timely and efficient manner. As per the guidelines of the University, College has appointed a College Examination Officer (CEO) to address all examination and evaluation related issues.

Complete transparency is maintained in the concurrent internal evaluation for subjects by displaying the marks to the students and are given personal regular feedback from their respective faculty. A very few cases are registered with the complaints about internal exams with the college. Remedial actions are taken by the college, also students are allowed to apply for internal re-examination, if necessary. All assistance is provided to the students throughout the exam process regarding examination-related matters such as failure to receive hall tickets, correction of hall ticket errors, completion of online exam forms, etc.

### D) External Evaluation:

External Exams are Conducted by University.

Question Papers are sent by the University through college exam login; they are downloaded, printed and distributed to the students. Answer Papers are sent to SPPU and its assessment is done by the faculties appointed for the Central Assessment Programme.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

**2.6.1 Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website**

**Response:**

POs are the intents of respective programmes. COs are the measurable statements describing the knowledge, skills and attitude a learner should attain after the completion of the course. Orientation programme organized in the college gives the students the clarity of the syllabus referred from SPPU website along with the Programme Outcomes (POs) and Course Outcomes (COs). The POs and COs are displayed on the college website for reference.

Following are the Programme Specific Outcomes:

**Bachelor of Business Administration PO:**

At the end of the BBA Program the learner will possess the following program outcome:

**PO:1:** The Learner will solve the real-world problems through the application of appropriate theoretical knowledge.

**PO:2:** The Learner will solve the real-world problems through the application of appropriate theoretical knowledge.

**PO:3:** The Learners will be developed self-employment of young entrepreneurs and to create corporate professionals.

**PO:4:** The Learners will be aware of the ethical and moral values and discriminate between ethical and unethical behaviours.

**PO:5:** To develop wide spectrum of managerial skills along with competency building, qualities in specific areas of business studies.

**PO:6:** The Learners will be prepared to join the industry or pursue higher Studies or research.

**Bachelor of Commerce PO:**

At the end of the BBA Program the learner will possess the following program outcome:

**PO:1:** Students should be conceptually aware and have practical skills in the subject of commerce.

**PO:2:** Students should be able to handle the most recent changes in the national and international business environment.

**PO:3:** Students should develop employability skills and get ready for leadership roles in the business sector.

**PO:4:** Students should learn entrepreneurial skills and support the nation's economic growth.

**PO:5:** To be excellent individuals, students need possess social, moral, and civic values.

**PO:6:** Effectively communicate ideas in the domain of commerce using new technology.

**Bachelor of Business Administration (CA):**

At the end of the BBA Program the learner will possess the following program outcome:

**PO:1:** The BBA (CA) programme offers a strong academic foundation for those looking to pursue advanced careers in computer applications while also gaining a variety of management and business skills.

**PO:2:** This course focuses on both the theoretical underpinnings of computer use and its real-world business applications.

**PO:3:** Students learn fundamental programming skills in this course, which can help them, develop into skilled programmers.

**PO:4:** Students study the latest computing methods.

**PO:5:** Through developing of their own projects in the fifth and sixth semesters, students gain good exposure to the process of software development, which aids in campus employment.

**PO:6:** The Learners will understand moral and ethical standards and be able to distinguish between morally right and wrong actions.

The Modern College of Commerce and Computer Studies is adding efforts to achieve POs and COs attainment and has a system in place to evaluate the achievement of POs and COs using both direct and indirect measures.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

**2.6.2 Attainment of POs and COs are evaluated. Explain with evidence in a maximum of 500 words**

**Response:**

Modern College of Commerce and Computer Studies is persistently working to achieve the programme and course outcomes. End-of-semester exams are used for direct evaluation at universities to see whether students have understood the course goals. College offers Undergraduate degree programs of Savitribai Phule Pune University. The College adheres to the affiliating university's curriculum for these programmes and courses.

By working with the course instructors, the Academic Planning and Development Committee (AP&DC) develops standards for direct and indirect assessment instruments to assess students' attainment of POs and COs. At the end of a course, CO attainment is evaluated. The CO-PO matrix is used to calculate the programme outcome's attainment.

Each undergraduate programme carries 140 credits under the CBCS Pattern.

**The assessment entails:**

A) In-semester Continuous Internal Evaluation and B) End-Semester University Evaluation, with 30:70 weightage for internal: external evaluation for theory and practical courses.

There are specific Course Outcomes for each course, along with related evaluation standards. The programme results are mapped to the course outcomes in order to give a quantitative assessment of the program's success. The organization uses a direct way to evaluate the POs and COs. End of the semester Each Faculty has to submit the COs attainment.

Examination question papers are defined with the matching CO and its weighting in mind. This makes it easier for us to estimate a student's CO performance.

**Method for Measuring CO Attainment:**

Direct methods are used to evaluate CO attainment.

**Direct Attainment:** In determining direct attainment, we take into account the following criteria:

1. Internal examinations involve working with COs.
2. Class performance activities, which include case-solving exercises, group discussions, open-book tests, tutorials, and other COs-related activities, are conducted.
3. To determine the average CO attainment, a programmed Excel sheet is employed in a standard fashion.
4. We are using some conditional rules to assign marks for continuous assessment.

Low, Moderate and High attainment for direct and indirect methods Level Average Percentage

**Level of attainment- Average Percentage Level**

**For Internal:**

- 18 and above- A, A+ (High)
- 17-15- B, B+ (Moderate)
- 12-15- Pass (Low)

**For External:**

- 42 and above- A, A+ (High)
- 41-35- B, B+ (Moderate)
- 28-35- Pass (Low)

Utilizing Microsoft Excel, the level of attainment for each course outcome is calculated.

**Indirect Attainment:** Indirect Attainment Analysis of PO and CO attainment done by using Google form. We do share Google form with students for indirect attainment.

Attainment presented to the course coordinator and a detailed summary of attainment of each Course Outcome is distributed among faculty that is helpful to assess the Faculties performance.

The course coordinator takes the appropriate actions for improvement if the level of attainment of each CO for each course falls short of the specified targets. If the desired criterion level is not achieved, the faculty makes suggestions for improvement to do so. A CO/PO matrix is used to calculate PO using the direct approach.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 2.6.3 Pass percentage of Students during last five years (excluding backlog students)

**Response:** 97.66

#### 2.6.3.1 Number of final year students who passed the university examination year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
223	251	153	0	0

#### 2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
229	258	155	0	0

<b>File Description</b>	<b>Document</b>
Institutional data in the prescribed format	<a href="#">View Document</a>
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	<a href="#">View Document</a>
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

<b>2.7.1 Online student satisfaction survey regarding teaching learning process</b>	
<b>Response:</b>	
<b>File Description</b>	<b>Document</b>
Upload database of all students on roll as per data template	<a href="#">View Document</a>

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

**3.1.1 Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)**

**Response:** 0

**3.1.1.1 Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

**File Description**

**Document**

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

### 3.2 Innovation Ecosystem

**3.2.1 Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident**

**Response:**

#### **Ecosystem for innovation**

To create an ambience for research and innovation by faculty and students, the college implements and executes a systematic mechanism through which , an ecosystem supporting identification and nurturing research aptitude are taken care of.

College provides support in terms of technology and information needs. The college has sufficient numbers of computers with 100 mbps internet speed connections and the required and relevant licensed and open source software which help the researchers to carry out their activities. The college accommodates an up-to-date library with state of the art infrastructure and resources like reference books, magazines, conferences proceedings, e-journals etc.

The college has taken various initiatives for creation & transfer of knowledge to the students. The college has established the Institution Innovation council (IIC) under which many activities are taken to boost the research culture among students & teachers.

- The faculty members do research and publish research papers in reputed journals or present it in the conferences. The knowledge created as an outcome is discussed by the faculty members in the classroom sessions and transferred to the students.
- The College organizes FDPs, Workshops & seminars for developing research attitudes in faculty members. The faculty members update their knowledge and learn about emerging trends by attending FDPs, Seminars, Workshops etc. organized by other colleges. The knowledge gained is transferred to students during classroom teaching.
- The College has a best practice of knowledge sharing among peers. Internal FDPs are organized on a regular basis which gives a platform to the faculty members to share knowledge and learn from each other.
- The faculty members provide additional inputs beyond syllabus to students. Faculty members also cover international context and emerging trends with reference to their course.
- The College organizes expert sessions, Seminars, Workshops, Industrial Visits etc. for students on a regular basis to make the students aware about current trends and business practices. Newspapers are given to the students on a daily basis and B-quiz is organized to encourage them to read newspapers and keep themselves abreast with latest developments in the business world.
- College organizes various competitions for the students and also encourages them to participate in the inter-collegiate competitions which help them to showcase their talent, compete with and learn from their counterparts.
- The College library is a knowledge repository. It has a collection of books, journals, encyclopedias, dictionaries, newspapers, magazines, project reports etc. It has a collection of e-books. The college is a member of NDL(National Digital Library), e-Shodhsindhu, Maratha Chamber of Commerce, Industries and Agriculture (MCCIA). Library makes users aware about current trends.
- The College collects and analyses feedback from all the stakeholders like – students, faculty members, parents, alumni, employers to improve quality of education.
- To encourage entrepreneurship, college conduct various activities such as Entrepreneurship Awareness Program, Entrepreneur competition, guest lectures etc.

The college has developed a portfolio of effective MOUs & linkages ,Collaboration to deliver Skill enhancement courses to students for new and recent learnings.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

**3.2.2 Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years**

**Response:** 42

**3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
10	10	6	8	8

<b>File Description</b>	<b>Document</b>
Upload supporting document	<a href="#">View Document</a>

### 3.3 Research Publications and Awards

#### 3.3.1 Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.75

##### 3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
0	3	2	1	9

<b>File Description</b>	<b>Document</b>
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	<a href="#">View Document</a>
Link to re-directing to journal source-cite website in case of digital journals	<a href="#">View Document</a>
Links to the papers published in journals listed in UGC CARE list or	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

#### 3.3.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 2.75

##### 3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
12	22	18	1	2

File Description	Document
List of chapter/book along with the links redirecting to the source website	<a href="#">View Document</a>
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 3.4 Extension Activities

#### 3.4.1 Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

##### Response:

There is a conscious effort at Modern College Of Commerce And Computer Studies, Nigdi to inspire the students to take responsibility and initiatives in the Social Segment and for the betterment of the Society. A series of activities are planned which will be helpful for the society as a whole and create a holistic development by sensitizing students towards Health, Gender and Environmental matters by inculcating beliefs that are driven for the betterment of the society. Some of the activities were successfully executed in association with various local and corporate bodies.

The college have created a N.S.S Committee to promote various activities to sensitize students to social issues and holistic development: The following activities are conducted under Social Welfare Committee.

- 1.The college organizes Road safety Awareness & Traffic Rules Awareness' program to create awareness in society to minimize road accidents along with students.
- 2.Swachh Bharat Awareness program for promoting cleanliness and contribute in small way towards Hon. Prime Minister's ambitious 'Clean India Movement'
- 3.The college took students to Ashram visit to understand their situation & help them out.
- 4.The faculty and students of the college provides donation under "Ek Muth Dhanya"for underprivileged people every year and donated to NGO. These activities make students aware about issues and problems of underprivileged students and contribute towards betterment of their lives.
- 5.Blood Donation camp, conducted every year in college ,this activity sensitizes students towards social issues and has a social impact in saving lives of people.
- 6.Job Fair has organized in collaboration with Pandit Dindayal Upadhyay Rojgar Melava, Pune. More than 100 companies participated in the event and created 500+ job openings. About 1000

students participated in the event. The event has contributed in reducing the problem of unemployment among youth.

7. Gender equality Awareness program was conducted by college to minimize gender based violence through posters, slogans art or photography etc. which aims to promote and encourage a general understanding of gender-related challenges.
8. The College organizes collaborative activity of 'Health awareness camp' for HB, weight checkup, 'Dental check up' to encourage health awareness in students for resourceful India.
9. Tree Plantation- 'Sapling Distribution Drive & Importance of Trees Campaign' These activities help the students understand their responsibility towards environment and contribute towards environment protection.
10. The college celebrates Constitution Day to impart constitutional values. These activities are aimed to reiterate the Indians towards the principle values expressed in the Indian Constitution and encourage the citizens to play their rightful role in strengthening Indian Democracy.
11. College celebrates Gandhi Jayanti, Dr. Babasaheb Ambedkar Jayanti, Savitribai Phule Jayanti & many more social reformers who devoted their lives for the betterment of the society & nation .

Through these extension activities, the students get sensitized towards social issues, acquire right values and learn to think beyond individual interests for social welfare. Teamwork, leadership skills, time management, communication skills are few things students learn while organizing activities. The extension activities conducted by the College have contributed towards social development.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 3.4.2 Awards and recognitions received for extension activities from government / government recognised bodies

#### Response:

“To provide excellent educational opportunities to the students to meet the economic, social and environmental challenges to become active participants in shaping the world.” With this vision PES’s Modern College of Commerce and Computer studies, participates in various social drives and initiatives to spread happiness, amongst the marginalized sector. The college has been awarded with the various appreciations from Shinde Grampanchayat, Mahalunge Grampanchayat & Prayaas Youth Foundation which is recognised by government.

The college is awarded for the following extension activities:

1. Pavana river cleanliness drive
2. Tree plantation and distribution drive
3. Ek mooth dhanya
4. Wall of humanity
5. Village Cleanliness Drive

**6. Bio- degradable waste management**

**7. Social Awareness through Street play and Guest lecture**

**8. Awareness Campaign: Various Government Schemes**

**1. Pavana river cleanliness drive:**

Every year on March 14, the international day of action for river is observed to promote awareness of the importance of the river system on planet earth. On this occasion students participated in the Pavana river cleanliness drive organised by the Prayaas youth foundation on the Pavana riverside, Chinchwad area.

**2. Tree Plantation and distribution drive:**

Tree plantation is a great way to increase student's interest in their local environment and achieve academic, social goals. Prayaas Youth foundation organised tree plantation drive on March 27, 2022 in the nearest area of Nigdi. Various medicinal, non medicinal plants were distributed and planted, with the help of students of Modern College of Commerce And Computer Studies.

**3. Ek Mooth Dhanya (?? ??? ?????)**

With the objective of nearest area with zero hunger and starvation awareness among the society, the Modern College of Commerce And Computer Studies, Yamunanagar, Nigdi participated in the Ek Mooth Dhanya drive (food donation drive) organised by the Prayaas Youth Foundation on May 28, 2022 . For the drive various types of grains collected from the students of the MCCCCS and distributed among the nearest area of Nigdi. All the Students, faculties are voluntarily participated in the drive.

**4. Wall of Humanity (?????????? ?????)**

On the May 14, 2022 Prayaas Youth Foundation and MCCCCS jointly organised Wall of Humanity initiative in the nearest area of Nigdi. The signage inside the wall reads "Leave what you do not use – Take what you need." For the initiative some old and new cloths, daily usable things were collected from the college students.

**5. Village Cleanliness Drive :**

Modern College of Commerce and Computer studies organised village cleanliness drive in Shinde Grampanchayat.

**6. Bio- degradable waste management drive :**

Modern College of Commerce and Computer studies organised Bio- degradable waste management drive in Mahalunge village.

**7. Social Awareness through Street play and Guest lecture**

Social awareness drive has been organised by college in Mahalunge village.

**8. Awareness Campaign: Various Government Schemes**

In Shinde village, college organised various govt. scheme awareness drive.

With these extensions activities, students are taking small steps for the positive and beautiful and sustainable future of our nation.

<b>File Description</b>	<b>Document</b>
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

**3.4.3 Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.**

**Response: 59**

**3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
15	11	9	11	13

<b>File Description</b>	<b>Document</b>
Photographs and any other supporting document of relevance should have proper captions and dates.	<a href="#">View Document</a>
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 3.5 Collaboration

**3.5.1 Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.**

**Response: 24**

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

#### 4.1.1 The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

**Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)**

#### **Response:**

The college has a four-story building. There are nine classrooms with ICT facilities, such as nine LCD projectors and internet connectivity for teaching. The college building houses the basic essential facilities like washrooms and water facilities. The principal's office is equipped with basic facilities and is air-conditioned. The basic departments like the administration office, support functions like housekeeping and maintenance, and different set-ups for training and placement rooms are present. The board room is available for campus interviews and for faculty meetings. The college has a well-equipped, spacious seminar hall for expert or guest lectures, state and national-level conferences, and seminars with a capacity of more than 300 seats. The examination control room is available for examination purposes. Sports grounds and open-air stadiums for cultural programmes and sports are available. Lift and ramp facilities are available for special students (Divyangjan). The internal quality assurance cell (IQAC) room is available for its meetings. There are separate common rooms for girls and boys. A suggestion box is available for students. Notice boards are placed on every floor. A LED television set is being used to display the current happenings at the college. The college campus is equipped with a closed-circuit electronic surveillance system (CCTV). KVA diesel generator set in case of power cuts.

The college library has an adequate collection of books, journals, encyclopedias, dictionaries, e-journals, daily newspapers, magazines, and project reports. It has a spacious reading hall that can accommodate 60 students.

The pantry is equipped with a gas stove and refrigerator. A canteen facility, a sick room with first aid, and a central store are also available. In case of emergency Lokmanya Hospital a tertiary care hospital is immediately referred. Fire extinguishers are available. Security cabins and parking are available. The college has a rainwater harvesting system where water is collected in the bore well and used for watering the plants in the garden. The college organises and encourages students to participate in extracurricular activities like cultural and sports activities that are available at the college. For organising cultural activities, the college has an open air stage, and ground is available in front of the college building, where Republic Day (Jan. 26) and Independence Day (Aug. 15) as well as outreach programmes for the surrounding community are held. "Vasant Vyakhyanmala," a three-day event, is held every summer. Eminent speakers are invited to address this occasion. The sports day and annual cultural day are conducted once a year. In addition to this, the fresher programme, farewell, and alumni meet programme are also conducted once in each academic year. The college has a gymnasium. A playground is available for outdoor games, and indoor games like chess and carrom are also provided. The seminar hall is also used for the eminent leader's birth anniversaries.

## Health and Hygiene

Dustbins are placed at all possible locations. Washrooms are kept clean. Water is available for 24 hours. Regular maintenance and cleaning of the water cooler and water tank is done. Purified drinking water is available for the students and staff.

The college has AMC for the computer lab, generator maintenance, security, drinking water tank cleaning, lift maintenance, Housekeeping and fire safety.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 4.1.2 Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

**Response:** 21.87

#### 4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
0.54863	15.32634	6.22745	1.14034	2.71400

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

**4.2.1 Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students**

**Response:**

Modern College of Commerce and Computer Studies has installed 'Auto-Lib - Integrated Library Management System (ILMS)' in the year 2022. The College started in the year 2017. The library has a provision of software such as Auto-Lib software for students & faculty members. All the work related to issuing and returning of books is computerized. Auto-Lib is a total integrated software package encompassing all aspects of library management. This software covers all areas within the preview of the Auto-Lib for efficient Information Management and at the same time provides a precious tool to all its members to have access to these resources at its fingertips.

**Highlights of Auto-Lib Software :**

Varied option for library function: It provides different functions for the student, faculties and library staff that enable smooth running and maintenance of the library system.

**Reliability: It provides high dependability in terms of data security.**

**User-friendly interface: It provides an easy to use interactive interface for the users.**

**Security: The authorised user is given access.**

We have a collection of 3000 books and reference books, along with 5 periodicals and 7 newspapers such as Financial Express, Lokmat, Maharashtra Times, Prabhat, and Hindu which are an essential part in imbibing knowledge in our students. We offer three courses for the under-graduation students, along with some add-on courses as well as value-added courses.

We use the Dewey decimal classification system for the classification of our books as it helps us to continuously upgrade and revise to the needs and requirements of our stakeholders. To ensure that the students and the faculty member's need for brainstorming and research are fulfilled, we also have free active membership of National Digital Library of India and are also a part of SWAYAM programme. The access to National Digital Library of India and SWAYAM scheme of government of India which has enabled us to provide quality material and accessibility to all our students and faculties. In our college, we have a reading room with a capacity of 60 students and a faculty reading room. The library is accessible to students, especially during the examination period throughout the day. We also have reference project reports, previous year question papers and free internet browsing facility, so that the students can learn and research. It is mandatory for the students to carry their Library cards for issuing and returning of the books. With the support of the management, we will soon be issuing and returning books through digital library cards, which would be easy to handle and maintain. Though we are still in our growing stage, we strive to deliver an atmosphere where the students and the teachers are encouraged to use and utilize their skills and develop attitudes towards a better teaching learning process.

**Name of the ILMS Software: Auto-lib**

**Nature of automation: Partially**

**Year of automation: 2022**

### Total Expenditure on Library Books last five years :

Year	2021-2022	2020-2021	2019-2020	2018-2019	2017-2018
Rs.	54863	32795	123637	76062	-

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 4.3 IT Infrastructure

**4.3.1 Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection** *Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words*

### Response:

Information and communication technology (ICT) plays an important role in the teaching-learning process. The college has two computer labs with a network of 40 computers each, five printers, and nine classrooms equipped with ICT facilities such as LCD projectors and Wi-Fi facilities. One smart classroom is available. Laptops are available for presentations by faculty as well as students. Faculty members and office staff are provided with computers and internet connections at their respective desks. PowerPoint presentations are prepared as aids for teaching and are also shared with students.

The college has Enterprise Resource Planning (Vriddhi ERP) software for the smooth functioning of academics and administration. For maintaining accounts, the college has financial records in Tally ERP 9 software. The college provides computers with internet facilities for students with 100 mbps bandwidth.

The college website is renovated on a regular basis. The college has license operating system software such as Windows 7 and Windows 10 and license application software such as MS-Office 2010 and Net Protector Antivirus for protecting the computers from viruses. A computer facility is provided to students for filling out online examination forms, scholarship forms, anti-ragging affidavits, and admission formalities. The college has a computer center with an internet facility for students to prepare presentations and do assignments. The entrepreneurship awareness cell and the training and placement cell have computer facilities. Placement details, like the student's profile, are maintained in the placement cell. Various companies' databases, details, and profiles are maintained at the placement cell. The e-placement brochure is prepared and used effectively for acquiring placements. The photographs of all the events are stored on the official website and Google Drive.

The use of ICT in examinations for procuring question papers is by OTP (one-time password), which is messaged on the mobile phone of the principal by the examination control of the Savitribai Phule Pune University. The watermark on the question paper describes the date and time of the download, the IP address of the computer, and the examination center code. The college has a 100 Mbps optic fiber connection for internet and a Wi-Fi facility. The following ICT methods are used for effective

communication with the students: Emails, WhatsApp, and website. Online YouTube and management videos are also used by teachers for teaching. A smart classroom is available. The college has an LED television. Also, the college has a digital library facility where users can access e-resources. It has membership in the National Digital Library (NDL) and the Maratha Chamber of Commerce, Industries, and Agriculture (MCCIA). Wi-Fi routers are installed with firewalls.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

#### 4.3.2 Student – Computer ratio (Data for the latest completed academic year)

**Response:** 4.75

##### 4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 150

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	<a href="#">View Document</a>
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 4.4 Maintenance of Campus Infrastructure

### 4.4.1 Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

**Response:** 70.3

#### 4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
33.56096	13.94140	17.46288	11.34064	7.12194

<b>File Description</b>	<b>Document</b>
Institutional data in the prescribed format	<a href="#">View Document</a>
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

**5.1.1 Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years**

**Response:** 15.48

**5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
102	96	101	79	38

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	<a href="#">View Document</a>
Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).	<a href="#">View Document</a>
Upload policy document of the HEI for award of scholarship and freeships.	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

**5.1.2 Following capacity development and skills enhancement activities are organised for improving students' capability**

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

**Response:** A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	<a href="#">View Document</a>
Report with photographs on ICT/computing skills enhancement programs	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

**5.1.3 Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years**

**Response:** 42.31

**5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
670	213	190	64	0

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

**5.1.4 The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases**

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

**Response:** A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	<a href="#">View Document</a>
Proof related to Mechanisms for submission of online/offline students' grievances	<a href="#">View Document</a>
Proof for Implementation of guidelines of statutory/regulatory bodies	<a href="#">View Document</a>
Details of statutory/regulatory Committees (to be notified in institutional website also)	<a href="#">View Document</a>
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	<a href="#">View Document</a>

## 5.2 Student Progression

### 5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years

**Response:** 62.68

#### 5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
141	153	99	0	0

#### 5.2.1.2 Number of outgoing students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
223	251	153	0	0

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	<a href="#">View Document</a>
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

**5.2.2 Percentage of students qualifying in state/national/ international level examinations during the last five years**

**Response:** 29.49

**5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)**

2021-22	2020-21	2019-20	2018-19	2017-18
33	10	26	0	0

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

**5.3 Student Participation and Activities**

**5.3.1 Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years**

**Response:** 0

**5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last**

*five years*

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Upload supporting document	<a href="#">View Document</a>
list and links to e-copies of award letters and certificates	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 5.3.2 Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

**Response:** 30.8

#### 5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
23	24	40	35	32

File Description	Document
Upload supporting document	<a href="#">View Document</a>

## 5.4 Alumni Engagement

### 5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

**Response:**

The Modern College of Commerce and Computer studies (MCCCS) has taken responsibility towards Stakeholders because the Alumni are an important stakeholder; they are valuable assets of our College. The former students of the college, who had either attended or graduated from some faculty of the college, are known as the alumni of the college. Alumni can help the current students and the college by fundraising, mentoring, providing scholarships and pay gratitude towards college by allocating their time and valuable suggestions. Alumni associations can provide other alumni with career resources. Alumni contribute

through their knowledge of finer points of college, university and world’s current requirements from the next generations. The college and its students need the guidance from the alumni for their long-term vision and growth. Alumni help college and students to sustain pursuit of excellence over a long time-horizon through their nurturing. College relies on alumni to provide mentoring, internships, and career opportunities to students and fundraising. Alumni perform the role of eyes, ears, and voice of the college as ambassadors and connectors. Contribution of resources to campus life with advice and counsel are done by the alumni. Alumni will attract students to the college and strengthen the career services efforts. Formation of alumni association evolved from the needs of both the ends, i.e. academicians and professionals. It targets the bridge building between college life and career life. This helps the fresher graduates to be proactive to face the current challenges of the competitive professional world and the professionals are supplied with the skilled and well trained new employees. Both the ends work hand in hand to help each other to achieve the goal.

The alumni association of MCCC is named as “MCCC Alumni Association” It is being registered under Public Trust and Societies Act on 29th May 2023, registration no. Pune/0000591/2023 in the presence of Principal Prof. Dr. Sadashiv L. Shiragave, Coordinator Dr. Prasanna Chavan, and many enthusiastic former students of the college. The welcome speech on the occasion of alumni formation was delivered by the Principal Prof. Dr. Sadashiv L. Shiragave. Prof.Renuka Gaikwad carried out the formalities for the formation of Alumni Association. The Executive Body of the MCCC Alumni Association consists of the Principal as Chairperson, faculty members and well-educated alumni as members. The mission of the alumni association is to cultivate a mutually beneficial relationship between college and its alumni .This is done through the college alumni meet. The meet was arranged on 18/12/2022. The alumni gave support to the students by sharing their experiences and their valuable guidance in the meet. As it is needed from both ends i.e. college and the alumni, the college provides information of opportunities to the alumni on what’s App group of alumni formed by the college. College has only three batches passed out from which the two batches were passed during the covid pandemic. However, the college could have arranged only one alumni meet. In future the college will completely extend its help to the alumni.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

**6.1.1** *The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.*

**Response:**

**Vision :**

**To provide excellent educational opportunities to the students to meet economic, social and environmental challenges to become active participants in shaping the world.**

**Mission :**

**To create a safe, friendly and accessible environment to all students to enhance their academic career and cultural development.**

To realise the aim, the College supports the use of effective, efficient, and modern approaches. The strategy for achieving the vision via mission and objectives is successfully presented to the stakeholders. The college is known for its decentralisation and honesty, and provides advice to students for the betterment.

In accordance with its vision, the College has a long-term growth strategy and has created a perspective plan to improve Commerce, Management techniques and leadership. The Progressive Education Society's Governing Body is the top governing authority whose key function is to direct the college towards pursuit of excellence. The College Development Committee/Local Management Committee of college represents higher management. The Principal directs leadership in accordance with SPPU and Progressive Education Society norms and the Member Secretary of CDC/LMC and chairman of all Statutory and Non-statutory committees.

Decentralization and participatory management are used to ensure the College's vision and mission is achieved. The college's decentralisation is expressed in the following organogram:

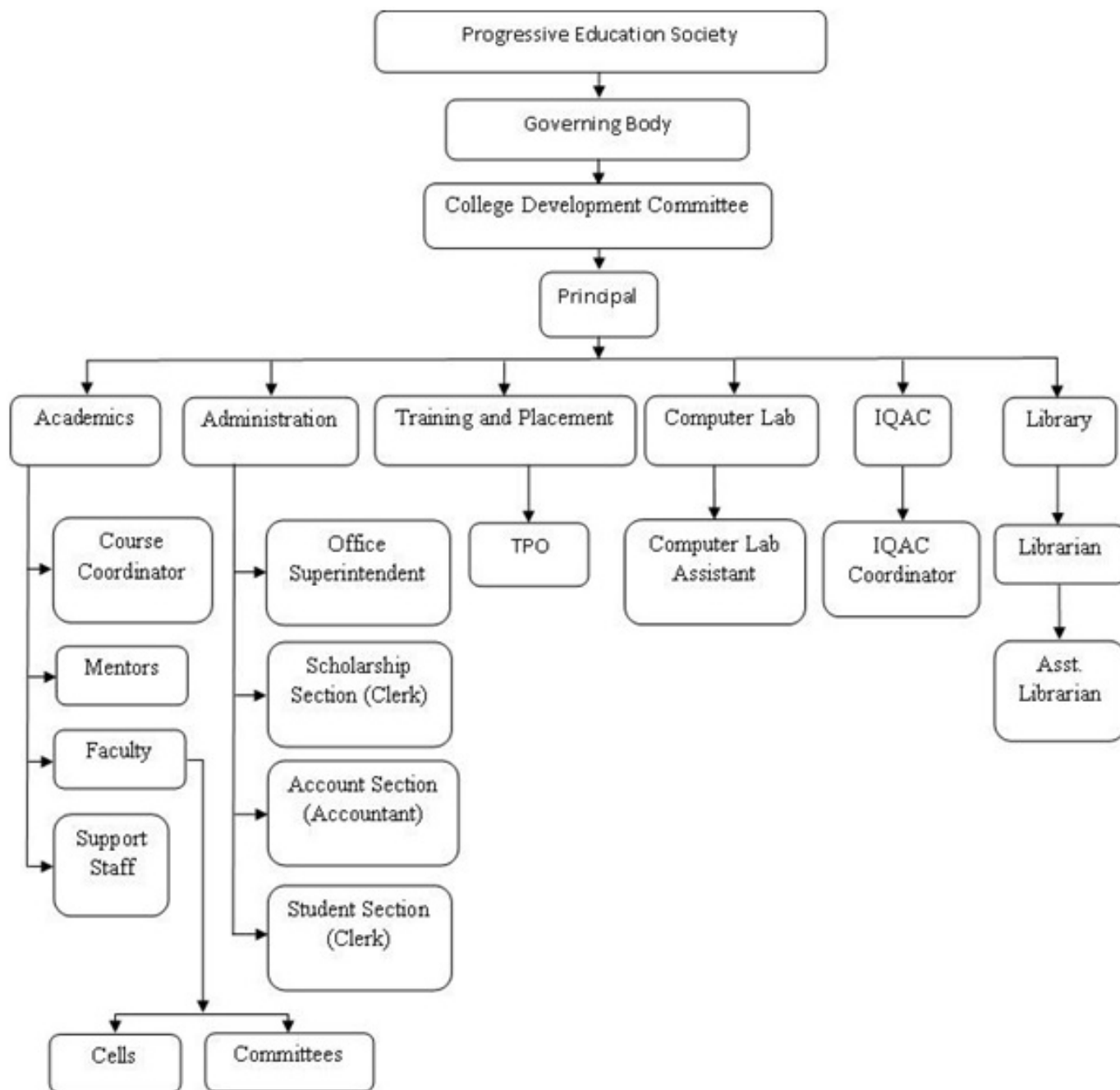


Figure No.6.1.2.1: Decentralization of College

**Participative Management at MCCC:**

To ensure the quality of education and the overall growth of the college, the college actively seeks out the cooperation of many stakeholders. The involvement of stakeholders is assured through a variety of activities and events. Students, alumni, Parents and others serve in numerous cells and committees of the college as an extension of participatory management.

Participator Type	Role of participator
Participation of Faculty	Academic Head, Coordinator of various committees
Participation of student	Students welfare Committee, Volunteers
Participation of Alumni	Involvement in placement activity, Guest speaker for knowledge sessions
Participation of Employer / industry	Expert sessions – Knowledge sessions, career

counselling, Organising industrial visit, field visit and research projects

**Figure No.6.1.2.2: Participative Management at MCCCCS**

Activity-based learning involves decentralisation and participatory management, such as Annual Sports Week.

**1) IQAC Committee:** IQAC decides to organise an event that will assist students in learning coordination, organising, enhancing leadership skills in students, and increasing field sports appeal and awareness during its meeting.

**2) Approval along with Budget Preparation:** Calling quotations from suppliers for, Certificate Printing, Banners, Stationary expenses, Memento, etc is how the budget is prepared and approved.

**3) Task allocation:** The task is divided among students and faculty members.

**Committees for Annual Sports week (2021-22)**

Designation	Member Name
Chairman	Dr. Sadashiv L. Shiragave
IQAC Coordinator	Prof. Dhanwantari Narawade
Academic Coordinator	Dr. Prasanna Chavan
Teacher Representative (Gents)	Prof. Ravikiran Kadade
Teacher Representative (Gents)	Prof. Shivkant Pupalwad
Teacher Representative (Woman)	Prof. Reshma Tamboli
Teacher Representative (Woman)	Prof. Varsha Khandagale
Student Member (Boys)	Aary Kanitkar
Student Member (Boys)	Prajwal Gaikwad
Student Member (Girls)	Sakshi Jadhav
Student Member (Girls)	Shiwani Doiphode
Non Teaching Staff	Mr. Rajendra Dudhane

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

**6.2 Strategy Development and Deployment**

**6.2.1** *The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc*

**Response:**

The followings describe the internal organisational structure:

## **Progressive Education Society:**

The parent organisation was founded in 1934 by renowned teacher and independence warrior Shri. Shankarrao Kanitkar and is directed by a well-known academician and educationist Prof. Dr. G. R. Ekbote, a renowned surgeon. It is mostly governed by teachers. The Business Council, as well as the Boards of Life Members and Life Workers, make up the society's three-tiered structure.

## **College Development Committee:**

The CDC has established in accordance with the Maharashtra University Act 2016 and look after the issues at college level.

## **Principal:**

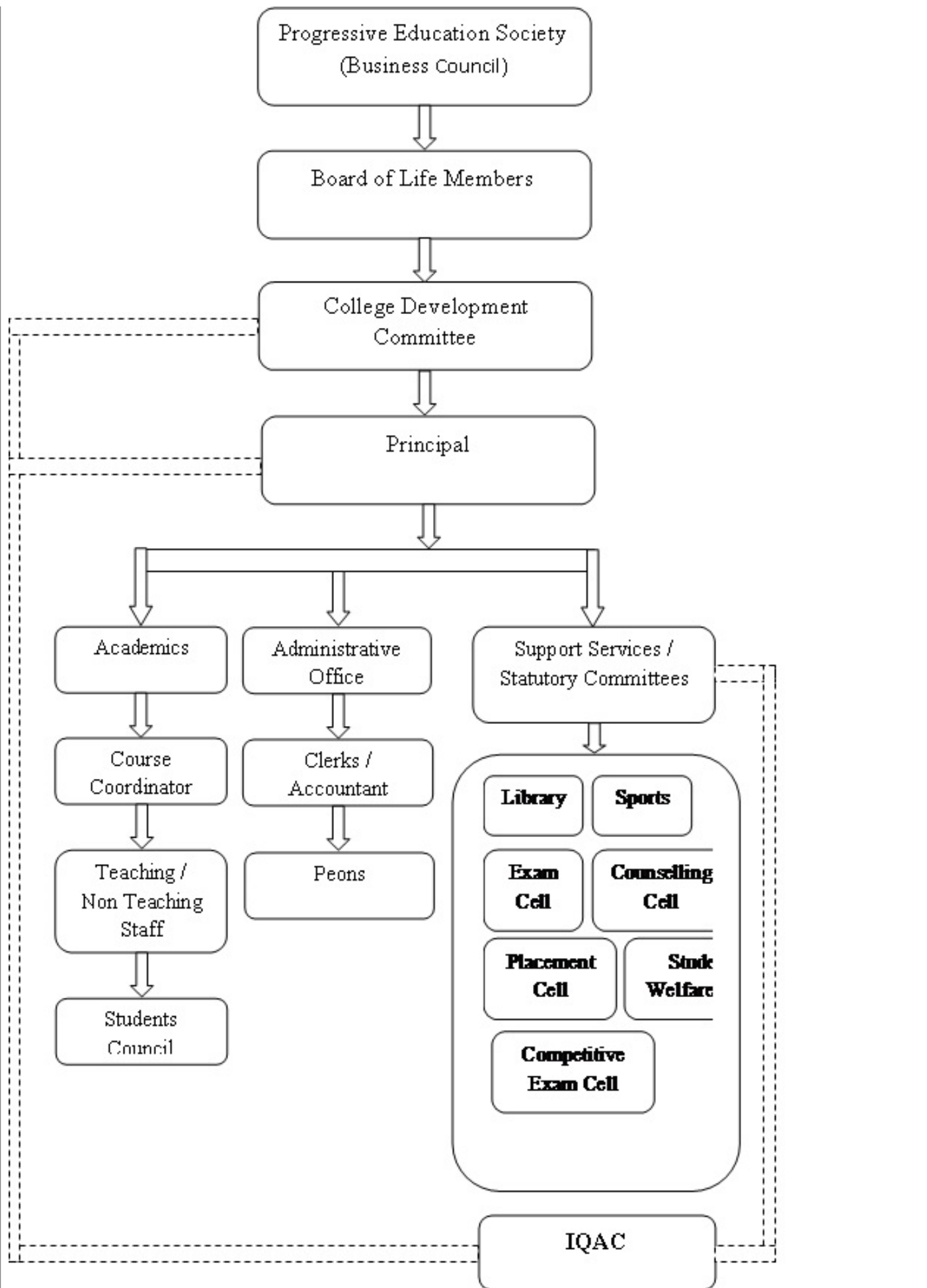
Principal leads college to ensure academic and administrative success.

Office handles Admissions, Eligibility, Scholarships, Exams, and Clerical/Accounting assistance.

IQAC establishes a system to monitor the college's operations. Committees are formed to carry out activities and plan events.

1. Admission Committee
2. Anti-Ragging Committee
3. Anti- Sexual Harassment Committee
4. Examination Committee
5. Grievance Committee
6. Internal Quality Assurance Cell
7. Library Committee
8. Student Welfare Committee
9. The RTI Cell
10. Time Table Committee
11. Sports Committee
12. Placement Committee

## **Administrative Setup:**



## **Appointment of Teaching Staff:**

There is a Selection Committee for making recommendations to the Management for appointment of teachers as per Maharashtra University Act 2016, Savitribai Phule Pune University Statutes with following procedure

### **Procedure:**

- Workload verification by Higher Education Joint Director.
- Roster checking by SPPU & B.C. Cell Maharashtra Government.
- Publishing Advertisement
- Selection Committee approved by SPPU
- Selected candidate joining
- Approval Process

### **Every Selection Committee shall consist of:**

- Chairman, Governing Body of the College or/his Institution nominee from amongst members of the Governing Body.
- A nominee of the Vice-Chancellor.
- One Expert to be nominated by the Vice-Chancellor.
- One nominee of the Director of Higher Education, not below the rank of Deputy Director of Higher Education.
- Principal of the College
- Head of the concerned Department of the College.
- If the post is reserved, the Vice-Chancellor shall nominate one additional member, belonging to a scheduled caste or tribe, a denotified tribe, or a nomadic tribe, who should preferably be an expert on the subject.

### **The college's strategic/perspective plan is well-implemented:**

Strategic plan and action plan are designed to grow competences and empower faculty, staff, and students.

- Implementing innovative teaching approaches in the classroom.
- Organizing industrial visits, guest lectures, orientation sessions, and Add-On courses.
- Multimedia presentations, NPTEL video lectures are used to teach.

### **Incorporating social and ethical principles is a strategy:**

NSS cell organising social programs to local residents.

### **Green Initiatives Strategy:**

The College has organized activities to achieve a Plastic-free campus, such as planting trees, preventing/controlling vehicles, and maintaining the waste management.

### Enhanced Placement Activities Strategy:

The Placement Committee developed an Action Plan to enhance each course's placement for soft skills and Employability.

### The College has a brief development strategy:

The Academic Calendar is developed with the help of Academic Planning and Development Committee to ensure the college's progress and provide an appropriate annual planning.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Institutional perspective Plan and deployment documents on the website	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

#### 6.2.2 Institution implements e-governance in its operations

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

**Response:** A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	<a href="#">View Document</a>
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	<a href="#">View Document</a>
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	<a href="#">View Document</a>

### 6.3 Faculty Empowerment Strategies

### **6.3.1 The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression**

**Response:**

#### **Welfare Schemes for Teaching and Non-Teaching Staff**

The College encourages and motivates Teaching Staff to participate in Orientation, Refresher, Short Term Courses, and Faculty Development Programme. It also encourages and motivates Teaching Staff for their Doctoral, Post Doctoral Studies, and Non-Teaching Staff for pursuing higher studies. Teachers are rewarded with "Increments, Best teacher award and Promotion" after completion of M.Phil., PhD. Funded Research Projects are encouraged and provided with Special/Duty Leaves. Birthdays' Celebrations are celebrated on campus to inculcate the culture of the College as family. Facilities include Computers, Laptops, Printers, and Scanners & LCDs etc. Provided to staff.

#### **General Welfare Schemes for Teaching and Non-Teaching Staff**

The Progressive Education Society offers a variety of benefits to its employees, such as Employee Provident Funds (EPF), Gratuity, 6th Pay salary, ex-gratia to non-teaching staff, Leave, Festival Advance, Fee Concession, Gymnasium, Sports Facility, Health & Hygiene, Felicitation, Financial Assistance, Medical Insurance, Health Check-up Camps, Blood Donation Camps, Covid 19 Awareness Programs, and Health Check-up Camps. The College also provides financial assistance and advance salary to needy staff members. The Chairman Business Council of the Progressive Education Society is a well-known surgeon and provides medical guidance to the Staff. All precautionary measures were taken during the Covid 19 Pandemic situation, such as increasing the number of Wash Basins, Oximeters, Sanitizers, Temperature Guns, Soaps and maintaining physical distance structure.

#### **College Performance Appraisal System for Teaching and Non-Teaching Staff**

P.E. Society's MCCCS follows UGC Regulations for academic staff selection. The Performance Appraisal program aims to maintain and enhance employee/job performance by providing remedial guidance and increasing communication between the Employee and the Principal. It can also be used to aid in Placement decisions, Career Development, and Training requirements. Employees are evaluated annually to objectively evaluate their performance and identify areas for development to lead to future advancement and growth.

The following are the key aspects of the Performance Appraisal System:

##### **1) Teaching Staff**

Faculty members are evaluated using the annual self-assessment for the performance-based appraisal system (PBAS). They are expected to highlight their accomplishments and recall milestones in their professional development. The College places a high value on voluntary activities, and faculty members are notified when they are due for advancement. The IQAC and principal evaluate the PBAS proforma and propose promotions based on it in College Development Committee.

## 2) Non-Teaching Staff

Non-teaching personnel are evaluated on a variety of parameters, such as abilities, discipline, reliability, relationships, the power of drafting, efficient document organisation, and technical abilities.

Employees are given promotions and salary rises based on their performance, which can be improved through the Performance Self-Appraisal System.

The faculty submits all self-appraisal forms to the Principal, who keeps them in his or her custody. The Principal is ensuring that the procedure is confidential.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 6.3.2 Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

**Response:** 2.27

#### 6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	1	0	0

File Description	Document
Policy document on providing financial support to teachers	<a href="#">View Document</a>
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	<a href="#">View Document</a>
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	<a href="#">View Document</a>

### 6.3.3 Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative

*training programs during the last five years*

**Response:** 100

**6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
17	14	17	11	6

**6.3.3.2 Number of non-teaching staff year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
5	5	5	4	2

<b>File Description</b>	<b>Document</b>
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	<a href="#">View Document</a>
Copy of the certificates of the program attended by teachers.	<a href="#">View Document</a>
Annual reports highlighting the programmes undertaken by the teachers	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

**6.4.1 Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)**

**Response:**

For the mobilisation of funds and resources, the college maintains and follows a well-planned approach. The college has established certain guidelines for the use of funds and resources.

- Mobilization of Funds: The student tuition fee is the College's primary source of revenue.
- The management offers individual colleges with need-based financing
- Alumni support the college by giving gifts such as wall clocks.

## Utilization of Funds

- The college has a building committee that approves infrastructure development or the construction of permanent structures on campus, and a purchase committee that seeks vendor quotes for the purchase of equipment, computers, books, and construction materials, among other things.
- The Principal, Finance, and purchase committees, as well as the accounts office, ensure that expenditures are kept within the budget limits. In the event that the expenditures exceed the budget, management involvement is required and oversees the most efficient use of money for regular and non-recurring expenditures.

## Resource Mobilization Policy and Procedure

- The college budget is prepared by the principal and coordinator before the financial year begins.
- Salary, electricity and internet charges, stationary and other maintenance expenditures are also included in the college budget.
- The annual budget and library budget is scrutinised and approved by the Governing Council and top management.
- Every financial year, statutory auditors are hired to certify the financial statements.

## Optimal utilization of resources

- The college's goal is to promote research, development, consultancy, and other related activities by involving faculty at all levels.
- Beyond regular college hours, the existing physical infrastructure is efficiently utilised to conduct Add-On Courses, co-curricular activities, and parent teacher meetings.
- For the benefit of the students, faculty, and alumni, the library works beyond the college hours.
- The College has a system for internal and external audits to make sure financial compliance.

## Internal Audit

Accountants verify documents and submit expenditures/transactions for statutory audit. The Chartered Accountant's team visits the college quarterly to verify documents and notify the parent body.

A distinct process exists at the college to ensure financial discipline. To keep track of financial transactions, the parent society has created a separate position called "VISITOR." The Accounts department, Principal, and Visitor all signs each payment voucher.

Every six months, an internal audit report is given to the parent society and the internal auditor is replaced.

## Statutory Audit

Chartered Accountants conduct a statutory audit of the college once a year, after March 31st based on their audit; the statutory Auditor expresses their view on the college's financial statements.

After the financial year ends, a statutory audit is conducted. The parent society also appoints a

statutory auditor and statutory auditor checks:

1. Purchase register and dead stock register
2. Library records and accession register.
3. Receipts and payments.

Auditor's queries are carefully answered, and no issues remain to this day.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 6.5 Internal Quality Assurance System

**6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities**

### Response:

IQAC is working to improve quality in several areas, such as curriculum creation, teaching-learning, assessment and research and development. The Academic Planning and Development Committee produces an Academic plan for each academic year and the Academic calendar is available on the college's website.

### Practice-1: IQAC performs academic audits:

Every year, the College uses IQAC to conduct an academic audit of each course and several committees in order to improve and maintain the quality of education. It gathers academic plans before the start of each academic session and evaluates them twice in an academic session. The report is presented to the IQAC and is being discussed, suggested, and approved by the College Development Committee (CDC).

### Practice-2: e-governance

IQAC has concentrated on e-governance implementation in areas such as Planning, Administration, Finance and accounts, Admissions, Examinations, and Evaluation.

The College has created a Common Server that stores and distributes all academic and official data through a single online information system. The information used for the creation of News Letter, yearly reports, and higher education reports, as well as the development of SSRs.

The College follows paperless system to ensure timely submission of academic, co-curricular, and extra-curricular activities, and admissions process is online.

### Practice-3: Use and enrichment of ICT infrastructure

IQAC develops a strategy to improve ICT infrastructure, advises management to obtain modern tools, and Faculty used ICT tools.

This is NAAC first cycle of Modern college of commerce and computer studies, College is enrolled under the “Paramarsh” Scheme of UGC, Progressive Education Society’s Modern College of Arts, Science and Commerce (Autonomous), Shivaji Nagar, Pune taken by our college as mentee for NAAC first cycle. On the guidance of the above Mentor College MCCCCS established IQAC in college.

The IQAC evaluates the teaching-learning process and makes initiatives to enhance it. The Academic Calendar is produced ahead of time and distributed, and students are informed about timetable, programme structure, and a course syllabus before the semester begins.

IQAC has established a feedback committee that solicits comments from all stakeholders on a regular basis. Based on the feedback, action is taken in the form of a letter to the concerned instructors, who are advised to conduct add-on courses, and remedial courses, as well as employ ICT-based teaching approaches to improve the teaching-learning process. Based on the IQAC suggestions, the teaching-learning processes are assessed and changes are implemented.

Every year, teachers are required to complete an annual Performance Based Appraisal Form, which is reviewed by IQAC.

The major initiatives are taken over the last five years include the following:

- Introduction of Home Assignments on all subjects.
- Organization of Job Fair.
- Automation of Admission Processes - Provision for online fee payment.
- Automation of Examination Processes
- Introduction of New Value Added Courses.
- Green initiatives in Campus – Tree plantation, e-vehicles etc.
- MoUs & Collaborations/linkages with prestigious Institutes, Industry etc.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

#### 6.5.2 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**

**5. Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

**Response:** B. Any 3 of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	<a href="#">View Document</a>
NIRF report, AAA report and details on follow up actions	<a href="#">View Document</a>
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>
Link to Minute of IQAC meetings, hosted on HEI website	<a href="#">View Document</a>

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

**7.1.1 Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years. Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words**

**Response:**

Modern college of Commerce & Computer Studies (MCCCS) provides gender sensitivity facilities such as

1. Workshop on Gender Sensitization
2. Safety and Security
3. Regular Consultation
4. Common Room

The following facilities are provided by MCCCS for gender sensitivity:

#### **1. Workshop on Gender Sensitization**

Various lectures of eminent experts are held on various issues to develop student personalities. Different gender sensitization programmes are organized in the college to eradicate gender discrimination. The College has organized an awareness campaign among the students about the third gender as well as the importance of gender equality in our society.

The Modern College of Commerce and Computer Studies have been taken various initiatives for gender sensitization and equality. For i.e.

- Self-Defense & Yoga.
- Anti - Sexual Harassment Cell.
- Beti Bachav campaign.
- International Women's Day.
- Free medical check-up Camp.

#### **2. Safety & Security**

- The College has good security arrangements. There are both male and female security guards to check and control the system at every gate.
- College ID card is mandatory for all the students of the college as well as the staff of the college. It ensures a good security arrangement for the college.
- The College has installed CCTV cameras at every point in the college premises for safety and security purposes.
- The Helpline number of Police and Ambulance are displayed as a safety & security measures, for the student to contact in case of emergency.
- The college has a fire control system which is used to detect, control and to manage fire.
- Sanitary Napkin vending machines are installed by the college for the girls.

### 3. Regular Consultation

- A good mentoring facility is available in Modern College of Commerce and Computer Studies where every faculty member is very supportive & helpful.
- There is a personal placement & advisory officer in the college, who is regularly counseling students for the purpose of placement.
- The College has an established internal complaint committee for redressal of various issues.

### 4. Common Room

- The College has good common Room Facilities for both boys and girls.
- There is a separate washroom made available for both boys and girls and for staff.
- Sick Room is also available along with basic facilities.

### Differently abled (Divyangian) friendliness resources available in our college:

The College have the following facilities for Divyangjan.

- Physical facilities
- Provision for lift
- Ramp / Railing
- Rest Rooms
- Scribes for examination

### Our college has celebrated / organized national and international commemorative days, events and festivals during the last five years.

Modern College of Commerce and Computer Studies is a heritage Institute well known for its noble work through education and social work. The College celebrates various National & International festivals, days as follows

These are

Mahatma Gandhi Jayanti, Savitribai Phule Jayanti, Chatrapati Shivaji Maharaj Jayanti, Maharashtra day, etc

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 7.1.2 The Institution has facilities and initiatives for

1. Alternate sources of energy and energy conservation measures
2. Management of the various types of degradable and nondegradable waste

3. Water conservation
4. Green campus initiatives
5. Disabled-friendly, barrier free environment

**Response:** A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	<a href="#">View Document</a>
Geo-tagged photographs/videos of the facilities.	<a href="#">View Document</a>
Circulars and report of activities for the implementation of the initiatives document	<a href="#">View Document</a>
Bills for the purchase of equipment's for the facilities created under this metric	<a href="#">View Document</a>

**7.1.3 Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following**

1. Green audit / Environment audit
2. Energy audit
3. Clean and green campus initiatives
4. Beyond the campus environmental promotion activities

**Response:** A. All of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	<a href="#">View Document</a>
Policy document on environment and energy usage Certificate from the auditing agency	<a href="#">View Document</a>
Green audit/environmental audit report from recognized bodies	<a href="#">View Document</a>
Certificates of the awards received from recognized agency (if any).	<a href="#">View Document</a>

**7.1.4 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)**

**Response:**

College environment is an important platform for student education and spiritual civilization and also a major place to develop socialist core values. Though the environment plays a significant role for the contemporary college student to cultivate their core values, the college has taken meaningful initiatives to give a friendly environment to students.

Through this initiative, the college is providing an inclusive environment which is culturally, regionally, linguistically, and communal socio economically very supportive. This is ultimately showing our college tolerance and harmony towards various social issues.

**These initiatives are:**

1. Organized various cultural and religious activities
2. Celebrate Maharashtra day/Dr. Babasaheb Ambedkar Jayanti
3. Promoting entrepreneurship program
4. Social awareness campaign
5. Monday- Handloom day initiative/Bharatiya Poshak Divas

**1. Organize various cultural and regional activities:**

- The College organized various cultural programs to connect the students with our Indian culture like we celebrate Dandiya and Garba program, Freshers party etc.
- Empowering students to know our Indian Vedic culture through various cultural lectures.
- In order to give equal respect to every religion the college follows all government norms to celebrate regional programs

**2. Celebrate Maharashtra day:**

- To develop a patriotic feeling for our Nation and for our state Maharashtra, we celebrate Maharashtra Day on 1st May every year.
- We give equal respect to all Indian languages and for that our college is very friendly in Marathi, Hindi and English.
- On Maharashtra day, we commemorate all these person who made Maharashtra an ideal linguistic state for Marathi speaking people

**3. Promoting Entrepreneurship Program:**

- For self-reliant purposes, we all promote entrepreneurship programs among the students.
- To make this entrepreneurship program successful, we often visit various Industries to interrelate their ethical knowledge with practical experience.
- Through this program many students become entrepreneurs and create employment opportunities for other sections of our society which ultimately increase the economic condition of our nation.
- Amidst the celebration of cultural days, one day we celebrate Entrepreneurship day.

**4. Social Awareness Campaign:**

- The College organizes many social awareness campaigns for the student's growth and

development. For i.e.

- No Vehicle day for control environment pollution
- Ek Muth Dhanya for poverty reduction.
- Blood Donation Camp to save a life.
- Traffic awareness.

Through various awareness campaigns, the college tries to give a social message to the students.

### 5. Monday Handloom day Initiatives/ Bhartiya Poshak Divas:

- The MCCCCS feels glad to inform that since the last 2 years all the official personnel have been wearing handloom on the first Monday of every month.
- Through this initiative we are trying to promote our Indian Culture by wearing Indian handlooms.

This initiative creates a consciousness among the students to fulfill their constitutional obligations.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 7.2 Best Practices

### 7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual

**Response:**

#### **Best Practices 1: NO VEHICLE DAY & PROMOTING E-VEHICLES**

##### **1. Title of the practice: NO VEHICLE DAY & PROMOTING E-VEHICLES**

##### **2. Objectives:**

- The basic objective is to create awareness among the students and staff and also try to reduce the traffic congestion and enable our students to play an active role in carving global warming.
- To create environmental sensitivity and consciousness about vehicle pollution in the mind of students.
- We encourage students to use either bicycle or electric vehicles in their day to day life.

##### **3. The Context:**

Our college has done a lot for the environment consciousness apart from teaching in learning and

mentoring programs. E.g. No vehicle day and use of electric vehicles.

- In 2021, when the whole country was facing the acute problem of oxygen due to pandemic, our college felt its obligation to take some measures to conserve oxygen. For this reason the college joined the drive against pollution and for a clean environment by observing no vehicle day on the campus on Thursday of every week.
- We all know harmful fossil fuels are vulnerable for our lives, so the college is promoting the use of bicycle instead of fuel bikes.
- Apart from no vehicle day, our college promotes the use of ELECTRIC VEHICLE in our daily life to overcome the problems of fuel scarcity.

#### **4. The Practice:**

- India is partially dependent on foreign countries to meet its fossil fuel requirement and spends a decent amount every year to buy it. By practicing no vehicle day, we can bring down our fuel consumption and can save our nation.
- By promoting ELECTRIC VEHICLE, we can reduce air pollution, sound pollution, which keeps us active and healthy and we can boost our Indian economy.
- To encourage this program, the college has given a clear cut instruction to all the students and staff not to come in the college by vehicle on every Thursday. It will help somehow to reduce the fuel consumption and save us from poisonous gases.
- Through this program we teach our students how to remain vigilant from this fossil fuel and exhaustive gases.

#### **5. Evidence of success:**

- On every Thursday no one comes with their vehicle to the college.
- Everyone uses bicycles or public transport or having a walk to come to the college.
- It creates a patriotic feeling among the students as well as the staff.
- Students become aware about bad impact of the vehicles on the nature and they are also promoting their friends and neighbors to use bicycles or electric vehicles for travelling purpose.

## **Best Practice 2**

### **1. Title - Experiential Based Learning**

### **2. Objective**

To achieve the objective of the student holistic development the Modern College of Commerce & Computer Studies promotes experiential based learning. It connects the student's theoretical knowledge with practical experience. It enhances the student's knowledge in a holistic manner to understand the exact things in our respective subject.

### **3. The Context**

Experience based learning is very helpful to inculcate the requisite skills in the students. To empower

the students in various activities, our college has initiated this program. It not only connects theoretical knowledge with practical knowledge but also it increases the student's thinking ability, capacity for new things. This program needs a more participative learner-centered approach, which places an emphasis on direct engagement, such learning events and the construction of meaning by learners. The distinguishing features of experience -based learning is that the experience of the learner occupies a central place in all considerations of teaching & learning.

#### 4. The Practice

The experiential learning required self-initiative and intention to learn and an active phase of learning .Experiential learning means to integrate practical, real world work experience into the course of study or to learn while doing. The college has initiated many programs to make the practice successful just like industrial visit, internship, student teaching, cooperative education, project, practical, bank visit etc. The college often organizes industrial visits to connect the student with practical experience. In industrial visit, our expert teacher & industrial person describe various things to students for better understanding. A more broad term used to describe experience based learning activities that often subsumed other terms such as Cooperative education and secure learning and field experience. The college provides a great opportunity to the senior student to teach in the junior classes. It is more about students' self-confidence, morals and ability in a deep manner. Internship is the most vital and important experience based learning for the students, for that reason our college is promoting the students to enroll their name on any company paid/free internship. Through cooperative education, we provide many opportunities to enhance student knowledge, just like we arrange group discussion and combined discussion among the students to build a deep knowledge about the subject. In college, apart from teaching we organize a career counseling program to give a clear idea to the student about the future.

#### 5. Evidence of success

The college is recognized for quality education, learning activity, placement and entrepreneurship program. Many students got jobs in many companies through inspiring this programme and on the contrary many students have opened their own start-up as an entrepreneur.

#### 6. Problems Encountered and Resources resumed

We faced many problems while implementing these practices. The first and foremost problem we faced is that it requires/demands a lot of energy, time and resources. Time constraints and some finance related problems we faced while implementing this initiative. To overcome these problems, the all teaching and non-teaching staff and students put their best effort to make this initiative successful.

File Description	Document
Best practices as hosted on the Institutional website	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

### 7.3 Institutional Distinctiveness

### **7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words**

#### **Response:**

Progressive Education Society (PES) is a reputed and distinguished educational institution in Pune, Maharashtra. It is recognized for its visionary leadership and social activities through education and various programs. PES's Modern College of Commerce and Computer Studies have a very good /clean Vision and Mission which distinguish it from others.

Employability enhancement, entrepreneurship activities development and spreading good quality of education is the top most priority and trust of Modern College of Commerce and Computer Studies.

In the mission and vision of the college, it is clearly stated that apart from teaching and learning, the college provides a lot of additional skills which will help the students.

The College distinctiveness lies in the fact that it is promoting quality education to all level of student to increase literacy rate and decrease drop-out rate in India. Apart from this, the college is also encouraging entrepreneurship development initiative through which we develop the personality of students and on the contrary we enhance the employability ratio.

The Modern College of Commerce and Computer Studies is known for its devotion and dedication in improving quality education for the growth and development of students.

The Mission and Vision of the college is:

#### **Vision**

"To provide excellent education opportunities to the students to meet economics, social and environmental challenges to become active participants in shaping the world."

#### **Mission**

"To create a safe, friendly and accessible environment to all students to enhance their academic career and cultural development."

In order to achieve the objective of distinctiveness the college has initiated three major programmes

#### **A. Entrepreneur not imitator program:**

- Entrepreneurship development is the process of enhancing the entrepreneurial knowledge and skills through various programs
- The College conducts various programs to spread the idea of entrepreneur not an imitator. Various programs like Entrepreneurship Day, Industrial Visit, Promoting students for Internship etc.
- Through this programme we teach our students to become an entrepreneur not an imitator.
- We know our Indian market is imitative so through various programs and lectures we are trying to inculcate all entrepreneur skills among the students.

- We motivate & guide various students to launch their own new business and start-ups with their own ideas.
- By inspiring this program, a lot of students have started their own business and start up and generate employment for others.
- The College has organized various entrepreneur lectures to motivate and encourage students.
- In the era of shortage of government jobs, our college has created a new mindset of entrepreneur among the students.
- Through this program we create a few Entrepreneurs, who are now, job givers not job seekers.

## **B. Education to all**

- The College keeps a sharp eye on improving the knowledge and personality of the students through various teaching and learning activities.
- In order to enhance the knowledge of students, our college adopts different teaching methods like PPT enabled classrooms, computer labs, industrial visits and so forth.
- The College follows university rules & regulation to take admission in our college. To reduce the dropout rate of students and increase literacy rate in our country, our college gives admission to all levels of students. By doing this our college is fulfilling its constitutional obligation as well as promoting education to all students in our area.
- The purpose of our college is to give education to all. That means no one should be deprived from taking education.
- Although admission at our college is not based on any mark criteria, our students have passed (secured) with good marks in the last three years.
- To develop the student's knowledge, our college provides many facilities like extra classes, guest faculty, personal mentoring, remedial classes etc.
- In order to give practical experience to the students, the college organizes workshops or webinars, which are taken by industrial experts.
- To know the exact environment of the corporate world, the college gives an opportunity to all students to gain some experience through industrial visit.
- The College is providing entrepreneurship programs for students and those who are not interested in entrepreneurship, our college specifically appointed a placement Officer for placement purposes.
- Establishment innovation and incubation Center associated with SPPU.

## **C. Constitutional Obligation**

- In addition to completing academic courses, the college often arranges some programs which help the students to know their constitutional obligation.
- In our constitution it is clearly mentioned that apart from enjoying fundamental rights, we have certain fundamental duties too.
- To know the constitutional obligation of a student as well as staff, the college has conducted certain program, like Constitution Day, Marathi Rajbhasha Din, Balidan Diwas on the death of Sambhaji Maharaja and cyber awareness program.
- In order to give respect to our National Flag we play the national anthem in college premises and give respect by standing ovation on a regular basis.
- Through the Constitutional Day program, students got to know their fundamental rights as well as their fundamental duties. They also learned that if their fundamental rights were violated then they would have knocked the door of Supreme Court.
- To value and preserve the rich heritage of the country's composite culture the college specifically

observe a cultural week in every year, where a traditional day is also observed.

- Our college celebrates Marathi Rajbhasha Din to promote our regional language and to feel a common fraternity among the Marathi people.
- As per university syllabus, college offer compulsory paper of company law for b.com students.
- Also, all students take a course on environmental science at second year level, which gives them insight into environmental acts, forest act & global environmental concerns.

In addition to this, college provides sessions to aware women's/ girls about their rights.

File Description	Document
Appropriate web in the Institutional website	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

## 5. CONCLUSION

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### **Additional Information :**

The students admitted in the college come from different socio-economic background. They face different challenges. The college is focusing on training as well as industry interaction so as to impart knowledge and prepare competent employees.

The college has well planned academic schedule, curricular delivery and monitoring. This is reflected in examination results and students progression. The college has initiated capacity building program to assist the students to rise to their fullest potential. The holistic development approach will help us in addressing challenges due to different socio-economic background of students and empower them.

An energy audit is performed to maintain track of consumption and improve utilisation. Students and faculty are urged to share/pool bikes and vehicles, or to take public transportation to save gasoline. Every year, the college undertakes an energy and environmental audit. All of this has resulted in a reduction in carbon impact.

Safety and security of girl students is considered at highest priority. With the support of faculty and students, we will strive for continuing women empowerment. Our focus is on imparting holistic Education, develop a community of scholars with talent and expertise that will participate in excellence and national development. Our students will Come forward to learn, go forth to serve and excel into the world with great strength, not only to do job but to remain beautiful human beings.

### **Concluding Remarks :**

The college has become a well-known educational institution because of its solid teaching-learning foundation, multi-faculty education experience, and ability to successfully manage a variety of courses. The college uses a variety of activities to address concerns that reach across all disciplines. The college's internal quality assurance cell makes sure that the quality efforts adhere to the NAAC value framework.

The college offers a venue for co-curricular, extracurricular, and curricular activities for the benefit of students' entire growth. Awards in prestigious cultural competitions have been given to our college students. The college makes sure that students have the chance to receive practical training by having them take part in internship activities. The innovation, incubation, and start-up cells, as well as the IPR and entrepreneurship cells, foster an atmosphere that is favourable for patenting, a start-up culture, and unconventional thinking. The college is offering an add-on programme to prepare students for the MBA and MCA CET. Over 60% of students enrol in post-graduate degrees. Due to the COVID-19 pandemic scenario, the course was delivered online via Google Meet.

The college is eager to continue improving and is in line with national goals by giving students the required education and training to turn their project ideas into products that will benefit society and launch start-ups.

As a socially conscious educational college, the college works to address issues associated with urbanisation and engages in research that has a positive social impact. The college is well-equipped to carry out the National Education Policy (NEP) in an efficient manner.

The college has made the decision to stay up with the rapidly evolving academic, technological, research, and innovation landscape.