



CARMEL VIDYA BHAVAN TRUST'S
CHRIST COLLEGE - PUNE

(Affiliated to the Savitribai Phule Pune University)
ID-No. PU/PN/ASC/269/2007, College Code-829
26/4A, Sainikwadi, Vadgaon Sheri, Pune 411 014.
Accredited by NAAC with 'B+' Grade

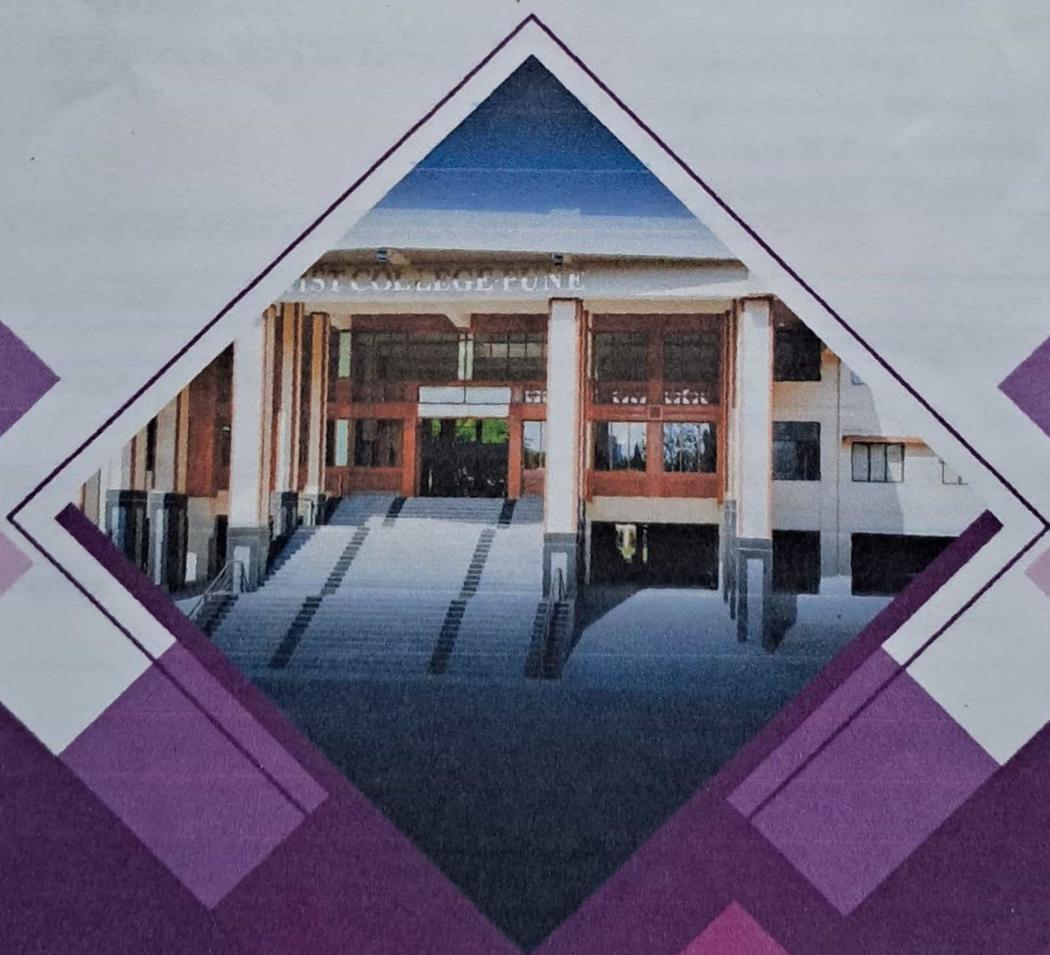
CRITERION VI	
KEY INDICATOR	6.5 Internal Quality Assurance System
METRIC NO	6.5.2

- *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.*

Academic and Administrative Audit (AAA)

**ACADEMIC
AND ADMINISTRATIVE
AUDIT**

2021-22 & 2022-23



Academic and Administrative Audit – External Audit (AAA)
for the Academic Years 2021-22 & 2022-23

SECTION I:
GENERAL INFORMATION

1. Name & Address of the institution:	Carmel Vidya Bhavan Trust's CHRIST COLLEGE PUNE	
2. Year of Establishment	2007	
3. Current Academic Activities at the Institution (Numbers):	2021 -22 & 2020-21 (Two Academic Years)	
• Departments	04	
• Programmes offered	09	09
	2022-23	2021-22
• Faculty members	39	36
• Non-Teaching	30	24
• Students	1471	1549
4. Major features in the institutional context	<ul style="list-style-type: none"> • Self-financing College • Religious Minority Institution • Affiliated to SP Pune University • College with UGC 2(f) status 	
5. Date of visit of the external AAA visit	20th June 2023	
6. Composition of external AAA team		
	Name	Designation & Organisation Name
Chairman	Dr M. D. Lawrence	Vice Chancellor, Dr. P. A. Inamdar University, Pune
Member	Dr. Iqbal N. Shaikh	IQAC Coordinator and Vice Principal, Poona College of Arts, Science and Commerce, Pune
Member	Ms. Vandana Babrekar (Bhat)	Asst. Professor, Nowrosjee Wadia College, Pune



M. D. Lawrence

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SECTION II: OBSERVATIONS CRITERION WISE ANALYSIS

Sr. No.	Observation on Key Aspects I	
1.	Circular Aspects	<ul style="list-style-type: none"> • The college is permanently affiliated to Savitribai Phule Pune University and follows the curriculum prescribed by the affiliating university. • Faculty members from various departments are involved in syllabus restructuring, paper setting, paper checking and serves as external examiners at university examinations. • 1549 and 1471 students enrolled for different courses under 9 programmes during the academic year 2021-22 and 2022-23 respectively. • All the 9 Programs follow CBCS system. • Add-on / certificates courses are conducted by departments identifying the needs and referring to feedbacks. It aims to bridge the industry academia gap and focuses on skill development and enhances scope of employability. The courses include data analytics, modern robotics, professional accounting GST-basic to advanced etc. • Field trips / industrial visits / internships are under taken during the academic year. Major and Minor projects are done by students. • Feedback is obtained from all stake holders. It is analysed and further action is taken aiming the all-round development.
2.	Teaching-Learning and Evaluation	<ul style="list-style-type: none"> • A conducive academic environment for effective learning is provided to the students. • The institution provides opportunities for experiential and participative learning and adopts student centric methods. • Workshops, seminars, webinars, conferences career-oriented sessions expert talks, guest lectures, and many skill-based, activities have been introduced in the teaching-learning process and participation of staff and students is commendable. • All the departments are encouraged to use ICT enabled tools for effective teaching learning process. • Students are motivated and encouraged to register on various e-learning and other online portals.



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		<ul style="list-style-type: none"> • The programme and course outcome are based on the syllabus prescribed by the University and the institution's vision and mission. • The college follows affiliating University norms for evaluation and continuous internal assessments are done periodically. • The college has designed a well-defined system for attainment of the Programme Outcomes and Course Outcomes. • Academic calendar prepared in the beginning of the year is followed strictly, Teachers Diary, course plan, and Mentoring records are maintained in departments. • Effective mechanism implemented to address the grievances of students with regard to examinations.
3.	Research, Innovation & Extension	<ul style="list-style-type: none"> • IQAC and Research cell of the college, organizes workshops and seminars on IPR, Entrepreneurship, Research, Research Methodologies etc. • Faculties participate in different Seminar/Workshop/Conferences etc. • 10 Research publications by faculty in UGC care listed journals and 38 through books, chapters and conference proceeding during the academic year 2021-22 & 2022-23 • 2 faculties completed their PhD during the academic years 2021-22 and 2022-23 • All departments and NSS unit have conducted many outreach and extension activities. • Over 25 MoU/collaboration / linkages have signed during these tenures for academic purpose.
4.	Infrastructure & Learning Resources	<ul style="list-style-type: none"> • The college has an excellent infrastructure that comprises of 25 classrooms out of which 13 have interactive panel, 15 with LCD projectors, 2 seminar halls, one smart room, one conference hall, one staff lounge, one multipurpose hall, 10 display boards etc. Departments have cabins and cubicles for staff. • Well established 2 Canteens and Stationery shop is inside the campus. • A well-ventilated college library, stocked with huge collection of books, journals, magazines and periodicals are made available for all stakeholders. • Library also has subscribed with N-LIST database for a user which provides E-Journals, E-Books etc.



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		<ul style="list-style-type: none"> • The library consists of reading section, cyber library section, acquisition section, circulation section, periodical section and teacher's reference section. • Library operates on an automated system AutoLib – Library Management Software developed by Akash InfoTech, Pune. • Few Braille books and magnifying glass are also made available for the visually impaired students.
5.	Student Support & Progression	<ul style="list-style-type: none"> • Various scholarships and freeship schemes are available for students. • College has the policy of providing fees concession to the needy students. • Departments conduct Bridge Courses, Remedial Sessions, Career Guidance, Capability enhancement programs, Personality Development and Soft skill training activities • Students get benefitted by guidance for competitive examination and career counselling conducted by Departments and by placement cell • Students get placed on different positions through on campus and off campus placement drive. • Students' participation in various cultural and sports competitions inside and outside the campus is appreciable.
6.	Governance, Leadership & Management	<ul style="list-style-type: none"> • The college has well drafted vision and mission since its inception which is at par with the objectives of higher education. • The pro-active management ensures transparency, good governance, decentralization and participatory decision making. • The institution practices decentralized and participative management through various bodies and committees. • Meticulous planning and implementation of policies by aligning the academic and administrative aspects helps in overall development of the institution. • IQAC policy document, strategic plan and other policies are well in place. • The institution provides various welfare schemes for teaching and non-teaching staff.



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		<ul style="list-style-type: none"> Teaching faculty are provided with financial support to participate in conferences, FDP, seminar and other research related activities during the academic year. Performance appraisal is conducted annually. Internal and External audit is conducted. IQAC takes various quality enhancement initiatives during the academic years for teaching and non-teaching staff.
7.	Innovation and Best Practices	<ul style="list-style-type: none"> Gender equity promotion programs organized by the institution during the year. The institution conducted many initiatives to address locational advantages and disadvantages including road safety, health- hygiene, awareness about protection and conservation of environment etc. The institution conducted initiatives to engage with and contribute to local community like Aids Awareness program, Voters Registration Programme, Swach Bharat Abhiyan etc. Disabled-friendly campus. College frequently conducts activities for the promotion of universal values, and ethics. Campus is clean and eco-friendly and ensures a balanced eco system. Green Policy well in place.

SECTION III:

OVERALL ANALYSIS BASED ON INSTITUTIONAL STRENGTHS, WEAKNESSES, OPPORTUNITIES & CHALLENGES (SWOC)

1	Institutional Strengths	<ul style="list-style-type: none"> Religious minority status. Excellent infrastructure and physical facilities. Proactive management and committed young staff. UGC 2(f) Status.
2	Institutional Weaknesses	<ul style="list-style-type: none"> Lack of research and consultancy. No grants and aids from government.
3	Institutional Opportunities	<ul style="list-style-type: none"> Scope for international linkages Establishment of Research Centers in different subjects. Addition of more programmes.



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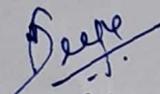
4	Institutional Challenges	<ul style="list-style-type: none"> • Receiving grants for research from GO's and NGO's • Starting PG Courses in all streams. • Lack of students' interest in science stream.
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SECTION IV:

RECOMMENDATIONS FOR QUALITY ENHANCEMENT OF THE INSTITUTION

• Efforts should be undertaken to increase student progression.
• Efforts should be undertaken to increase student on campus placement.
• To encourage staff to publish research papers in UGC Carelisted Journals
• To strengthen MoU/ Linkages/ Collaborations for research work, Internships and placements.
• Efforts should be taken to increase the monetary support from alumni.

We have gone through the observations of the external AAA Team as mentioned in this report.

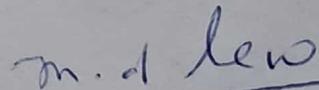
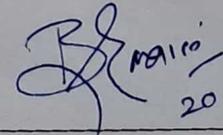
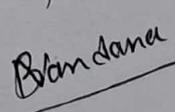

Signature of the
IQAC Coordinator

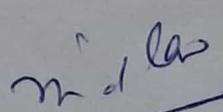



Signature of the Head
of the Institution

IQAC COORDINATOR
CHRIST COLLEGE - PUNE

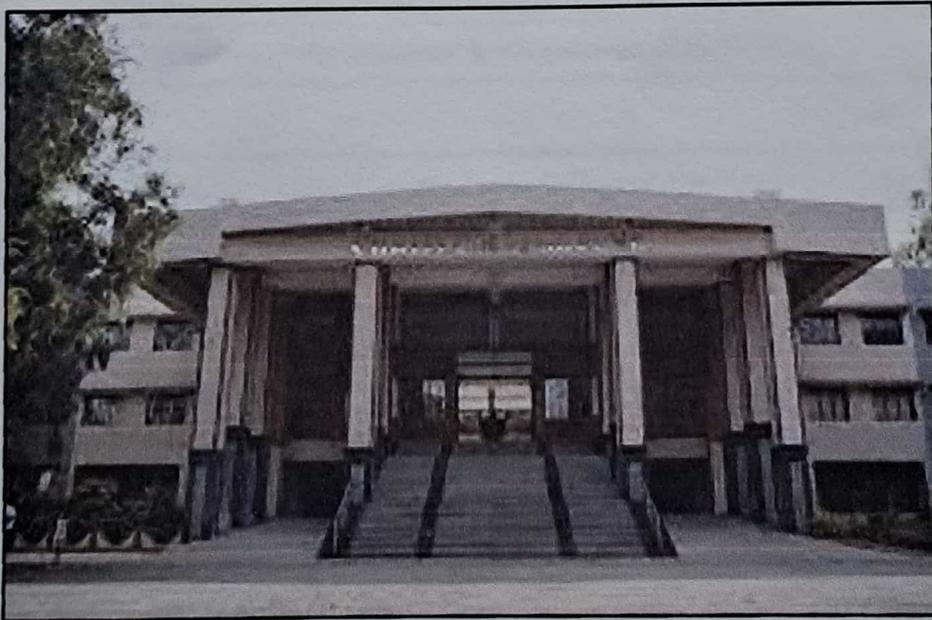
Signatures of AAA team members

Name	Designation	Signature with Date
Dr. M.D. Lawrence	Chairman	 20.06.23
Dr. Iqbal N. Shaikh	External Member	 20.06.23
Ms. Vandana Babrekar (Bhat)	External Member	



Academic and Administrative Audit

2018-2021



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INTRODUCTORY NOTE FROM THE AUDITORS

The Academic Audit, like more conventional program reviews, is a peer review process including a self-study and a site visit by peer members from outside the institution. Unlike the traditional approach to program evaluation, this process emphasizes self-reflection and self-improvement rather than compliance with predetermined standards. The purpose of an academic audit is to give poise to the departments or programs to weigh up their "educational quality processes" - the key faculty activities required to produce, assure, and regularly improve the quality of teaching and learning. An audit asks how faculty approach educational decision making and how they organize their work, using the resources available to them and working collegially to provide a quality education in the best interests of the discipline and student learning.

Academic audit is a scientific and systematic method of reviewing the quality of academic processes in the institution. It is related to quality assurance and enhancing the quality of academic activities in HEIs.

Administrative audit is a process of evaluating the efficiency and effectiveness of the administrative procedure. It includes assessment of policies, strategies & functions of the various administrative activities, control of the overall administrative system, etc.

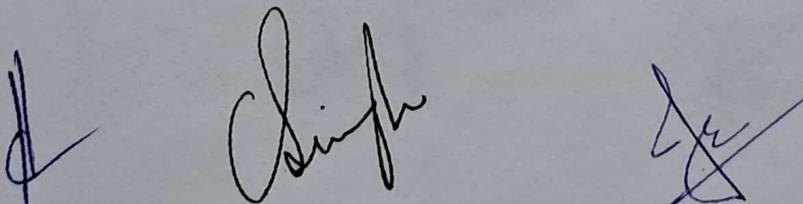
The major objectives of the Academic and Administrative Audit are to understand the existing system and to assess the strength and weakness of the Academic Departments and the Administrative Units and to suggest the methods for improving and to overcome the weaknesses and to suggest the methods for continuous improvement of quality keeping in mind criteria and reports by NAAC and other bodies.

Members of the Academic & Administrative Audit Team

1. Prof. Dr. Aftab Anwar Shaikh, Principal, Poona College of Arts Science and Commerce, Pune
2. Dr. Chandrani Singh, Director, Sinhgad Institute of Management, Pune
3. Mr. Jiss Joseph, Team Lead, Accenture Solutions Pvt. Ltd.

Visit Date :21- Dec -21

Session : 2018-2021





PROFILE OF THE COLLEGE

Brief Introduction of the College

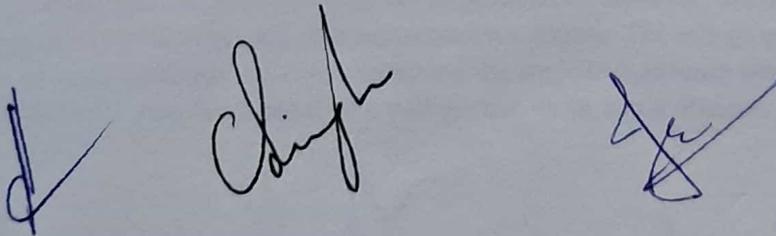
Christ College is a noble venture of Carmel Vidya Bhavan Trust established by C.M.I. Congregation formulated by the vision of St. Kuriakose Elias Chavara , a pioneer in the field of education and great social reformer of Kerala .

It is a non-aided, self-financing institution, affiliated to Savitribai Phule Pune University, one of the largest state universities in India recognized by Government of Maharashtra located at Vadagaonsheri, Pune. Established in the year 2007, recognizing the need of educational upliftment of the minority community in this part of Pune at a time when higher education was not conveniently procurable for them, with meager resources and facilities a great responsibility was shouldered.

Education in a conducive and disciplined learning environment, with different learning experiences, our students explore themselves and remain distinguished in this dynamic complex, competitive world. Adhering to our motto Enlighten to Excel we mentor, guide, mould and encourage students and thus nurture unique champions of intellectual brilliance with proficient sense of ethical and civic responsibilities.

Present Status of the College:

Since the inception of the college U.G. Courses, like B.A, B.Com, and B.Sc (computer science) started .Later in 2008 BBA/BBM/BBA(CA) were introduced and aiming to progress towards the higher level of education P.G Courses were , introduced with M.Com in 2010 and later M.Sc (Computer Science) with an augmented strength of 1537 students in 2018-19 ,1611 in 2019-20 and 1639 in 2020-21 students At present there is a faculty strength of 31.The college completed its first cycle of NAAC assessment and was accredited with a grade B+ in the year 2018.





Observations

a) Curricular Aspects

Christ College Pune is affiliated with Savitribai Phule Pune University. The college follows the curriculum developed by Savitribai Phule Pune University. For effective delivery of curriculum, the departments are maintaining lesson plans. Departments follow the academic calendar of Pune University and the college has its own in alignment with Pune University.

b) Teaching Learning Aspects

Assessment of learning levels to identify slow and advanced learners are carried out through sessional examination, seminars, and assignments. The College follows a student's centric learning method for effective curriculum delivery. The College maintains a mentoring system as well. All the departments conduct internal examinations as per the requirement of the affiliating University. The College may incorporate more different modes for continuous internal evaluation. Program Outcomes, Program Specific Outcomes, and Course Outcomes are in alignment.

c) Research , Innovation and Extension

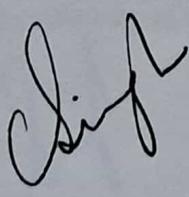
Christ College Pune faces challenges related to research, characterized by a scarcity of researchers, limited research journals, and a shortage of faculty with Ph.D. Despite having some research infrastructures, there's a clear need to bolster the college's research culture. On a positive note, various departments actively engage in impactful extension activities, presenting an opportunity to enhance student participation and involvement in these initiatives.

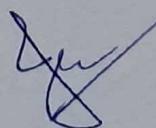
d) Infrastructure & Learning Resources

As a self-financing unaided institution, Christ College Pune grapples with financial constraints hindering further developmental programs. Despite this challenge, the college takes pride in its commendable infrastructure for academic and extracurricular pursuits. The campus provides ample facilities, including a well-equipped outdoor play area, sufficient library resources, and adequate IT facilities, enhancing the overall academic and non-academic experience for students. However, finding financial self-sufficiency remains essential to fueling future developmental initiatives.

e) Student Support and Progression

Christ College Pune faces a challenge with fewer placements; however, the institution compensates by offering ample capacity-building and skill enhancement activities. The college emphasizes participation in a wide array of extracurricular activities, enriching the student experience beyond the academic realm. While job placements may be limited, the college strives to equip students with essential skills and





competencies through these initiatives, enhancing their overall development and preparing them for the competitive professional landscape.

f) Governance , Leadership and Management

Despite facing challenges, Christ College Pune benefits from dedicated Catholic Priests in governance and leadership. They believe in education as a catalyst for serving society, steering the college with a missionary zeal towards providing qualitative education. The institution's governance embodies a total democratic culture, emphasizing decentralization and participative management. Recent initiatives like E-governance demonstrate the college's commitment to effective strategic development. Additionally, a robust human resource strategy prioritizes faculty empowerment and professional development, promoting a proactive approach.

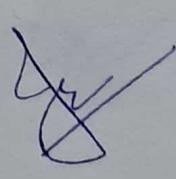
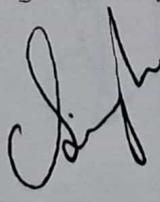
g) Institutional Values and Best Practices

In its capacity as a self-financed college, Christ College Pune exemplifies strong institutional values and an unwavering commitment to social responsibilities. The college actively promotes gender equity, environmental consciousness, and sustainability within its campus, treating waste management as a sacred mission. Notably, the college has constructed a rainwater harvesting structure with a 5 lakh-litre capacity and implements green practices, encouraging a plastic-free environment. Green Audit was conducted. Additionally, the college initiates impactful developmental programs for both the local and internal communities. The Youth Awareness Programme stands out, fostering self-reliance among youth and addressing pressing social issues, showcasing the college's dedication to a distinctive identity and positive societal impact.

SWOC ANALYSIS

Strength of the Institution

- 1. Energetic Faculty Team:** The College is fortunate to have a vibrant team of young, dynamic, and committed faculty members. Their energy, enthusiasm, and dedication significantly contribute to an engaging and enriching learning environment for all students.
- 2. Cultural Diversity Harmony:** Christ College Pune prides itself on maintaining a warm and welcoming atmosphere that celebrates diversity. Students from different regions of India and abroad come together, bringing their unique cultures, traditions, and perspectives. This cultural fusion promotes understanding, tolerance, and a sense of global community within the campus.
- 3. Growing Infrastructure and Community:** With a focus on continuous improvement, the college invests in augmenting its infrastructure to cater to the increasing student population. The expansion reflects the institution's commitment to providing excellent facilities and a conducive learning environment that supports the needs of a growing community of learners.



4. Rich Extracurricular Engagement: Beyond academics, the college offers a plethora of extracurricular activities.. These opportunities allow students to explore their interests, develop soft skills, and foster holistic growth. The diverse range of activities ensures that every student can find an avenue for personal development.

5. Eco-Friendly Campus: Christ College Pune is dedicated to maintaining a campus that is environmentally conscious and sustainable. The college actively implements practices for waste management, emphasizes green landscaping, and encourages students to contribute to a pollution-free environment. This commitment reflects the institution's responsibility towards nature and its desire to provide a healthy and clean campus for all.

6. Professional Student Counseling: Recognizing the importance of mental health, the college provides students with access to professional counselors. This initiative aims to support students in managing their emotional and psychological well-being effectively. The availability of qualified counselors ensures that students have the necessary guidance and assistance throughout their academic journey

7. Active NSS and Sports Teams: Christ College Pune encourages students to actively engage in community service through its strong National Service Scheme (NSS) wing. Additionally, the college has a thriving football team, promoting physical fitness, teamwork, and sportsmanship. These platforms offer students opportunities to contribute to society and foster a spirit of healthy competition.

8. Personalized Student Support: The College places great emphasis on establishing strong student-teacher relationships, promoting a close-knit and supportive community. Faculty members provide personalized attention, guidance, and mentorship to each student, helping them navigate their academic challenges and facilitating their overall growth and success.

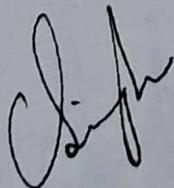
Weakness of the Institution

1. Research and Academic Advancements:

Christ College Pune acknowledges the need for substantial improvement in research initiatives. The institution currently faces challenges such as a shortage of researchers, limited research journals, and an insufficient number of faculty with Ph.D. qualifications. Addressing these gaps is crucial to elevate the academic standing and research culture within the college.

2. Financial Sustainability and Developmental Programs:

Being a self-financed, unaided institution, Christ College Pune grapples with financial limitations, hindering the pursuit of extensive developmental programs. Achieving financial self-sufficiency is vital for fostering growth and implementing innovative initiatives that can enhance the overall quality of education and infrastructure within the college.



3. Enhancing Job Opportunities for Students:

The college recognizes the need to strengthen its placement initiatives to address the concern of fewer placements. A proactive approach that involves collaborating with industries, enhancing career counseling services, and providing skill development programs can significantly improve job opportunities and ensure a higher rate of successful placements for students.

4. Alumni Engagement and Involvement:

Christ College Pune aims to enhance alumni involvement and engagement in developmental activities. The current level of participation by alumni in college development initiatives is suboptimal. Establishing effective communication channels, organizing alumni networking events, and highlighting the potential benefits of alumni engagement can encourage greater participation and contributions towards the growth of the institution.

Opportunities

1. Diversifying Academic Offerings:

Christ College Pune is actively exploring opportunities to introduce a broader spectrum of regular, skill development, and vocational courses. This initiative is aimed at enriching the educational portfolio, catering to diverse interests and career aspirations of students. The college plans to conduct thorough market research and industry surveys to identify relevant courses that align with current market demands.

2. Establishment of a Research Center:

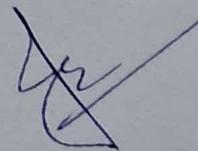
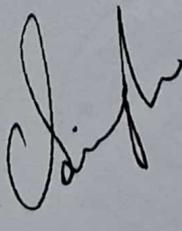
The college is keen on establishing a dedicated research center to bolster research activities and academic pursuits. This center will provide a platform for faculty and students to engage in high-quality research, collaborate with industry experts, and contribute to advancements in various fields. It will also encourage interdisciplinary research and foster innovation within the academic community.

3. Pursuit of Autonomous Status:

Christ College Pune is actively working towards achieving autonomous status to enhance academic autonomy and administrative flexibility. This step will enable the college to design and structure its own courses, examinations, and evaluation methods, aligning them with industry needs and academic excellence. Autonomy will empower the institution to offer a more dynamic and industry-relevant curriculum.

4. Enhancing Infrastructure and Facilities:

The college recognizes the importance of updated and expanded infrastructure to support a conducive learning environment. This includes the development of a spacious, centralized library with modern amenities, offering a wide range of resources for academic growth. Additionally, the plan encompasses the creation of a multipurpose hall equipped for indoor games, enhancing recreational options for students and promoting a balanced lifestyle. These infrastructure upgrades aim to elevate the overall student experience at Christ College Pune.



Challenges

1. Addressing Academic Disparities and Maintaining Excellence:

Christ College Pune faces the challenge of effectively addressing the academic disparities among students, including academically weak students, while still striving for cent percent academic results. The goal is to create a supportive learning environment that caters to individual learning needs and promotes academic excellence for all students, regardless of their starting point.

2. Preserving College Character and Values in a Modern Context:

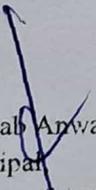
Christ College Pune recognizes the importance of preserving its character, values, and traditions while adapting to the demands of a modern world. Striking this balance is a complex challenge, but crucial for maintaining the unique identity and ethos of the institution.

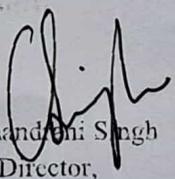
Recommendations

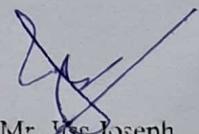
Based on the finding members of the audit committee recommended the following for enhancing the teaching and learning ecosystem of the college:

1. Empower faculty to drive skill development initiatives.
2. Establish strong alumni networks for collaborative growth.
3. Invest in advanced research infrastructure and incentivize research efforts.
4. Tailor academic support to individual needs, aiding weaker students.
5. Broaden course options and work towards autonomous status.
6. Conduct a Gender Audit and Energy Audit.

Signature of the members


Prof. Dr. Aftab Anwar Shaikh
Principal
Poona College of Arts Science
and Commerce, Pune.


Dr. Chandrini Singh
Director,
Sinhgad Institute of
Management, Pune


Mr. Jase Joseph
Team Lead,
Accenture Solutions
Pvt. Ltd.

