

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year (for example 2013-14)

2013-2014

I. Details of the Institution

1.1 Name of the Institution

P.R.B. Arts and P.G.R. Commerce College, Bardoli.

1.2 Address Line 1

Sardar Baug,

Address Line 2

Station Road,

City/Town

Bardoli. Dist. Surat

State

Gujarat

Pin Code

394601

Institution e-mail address

accb220171@yahoo.com

Contact Nos.

02622 - 220171, 02622 - 227151

Name of the Head of the Institution:

Dr. Vinodbhai N. Patel

Tel. No. with STD Code:

02622-220171

Mobile:

9825136422

Name of the IQAC Co-ordinator:

F. K. Purohit

Mobile:

9974572236

IQAC e-mail address:

iqacnaacaccb@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

GJCOGN12330

OR

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

EC/35/290 DATE 28/2/2005

This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

www.accb.ac.in

Web-link of the AQAR:

www.accb.ac.in/AQAR2013-14.doc

1.6 Accreditation Details

| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|---------|-----------------------|-------|------|-----------------------|-----------------|
| 1 | 1 st Cycle | B+ | - | 2005 | 5 Year |
| 2 | 2 nd Cycle | - | - | - | - |
| 3 | 3 rd Cycle | - | - | - | - |
| 4 | 4 th Cycle | - | - | - | - |

1.7 Date of Establishment of IQAC:

DD/MM/YYYY

08/08/2005

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11submitted to NAAC on 12-10-2011)

- i. AQAR 2005-06 submitted to NAAC on 27/05/2006
- ii. AQAR 2006-07 submitted to NAAC on 04/12/2007
- iii. AQAR 2007-08 submitted to NAAC on 04/12/2008
- iv. AQAR 2008-09 submitted to NAAC on 23/01/2009
- v. AQAR 2009-10 submitted to NAAC on 07/08/2015
- vi. AQAR 2010- 11 submitted to NAAC on 07/08/2015
- vii. AQAR 2011-12 submitted to NAAC on 07/08/2015
- viii. AQAR 2012-13 submitted to NAAC on 07/08/2015
- ix. AQAR 2013-14 submitted to NAAC on 07/08/2015

1.9 Institutional Status

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (*for the Colleges*)

Veer Narmad South Gujarat
University, Surat, Gujarat

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

| | |
|--|----|
| 2.1 No. of Teachers | 05 |
| 2.2 No. of Administrative/Technical staff | 01 |
| 2.3 No. of students | 02 |
| 2.4 No. of Management representatives | - |
| 2.5 No. of Alumni | 02 |
| 2.6 No. of any other stakeholder and community representatives | 02 |
| 2.7 No. of Employers/ Industrialists | - |
| 2.8 No. of other External Experts | - |
| 2.9 Total No. of members | 12 |
| 2.10 No. of IQAC meetings held | 05 |

| | | | | | |
|---|-----|--------|---------|--------|---|
| 2.11 No. of meetings with various stakeholders: | No. | 05 | Faculty | 03 | |
| Non-Teaching Staff Students | 02 | Alumni | - | Others | - |

2.12 Has IQAC received any funding from UGC during the year? Yes No
If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

| | |
|--|---|
| 1. Almost all classes are ICT enabled classrooms | 2. Enrichment of library with addition of new library software (SOUL) and new books |
|--|---|

2.15 Plan of Action by IQAC/Outcome

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

| Plan of Action | Achievements |
|---|---|
| • library automation | • Installation of SOUL software in the library |
| • Augmenting infra-structural facility for better teaching- learning environment. | • New ICT oriented classes developed. |
| • Increasing e-learning resources. | • Teachers promoted to take part in BISAG- SANDHAN project of the govt. |

* *Attach the Academic Calendar of the year as Annexure. (See Annexure 1)*

2.15 Whether the AQAR was placed in statutory body Yes No

Management - Syndicate - Any other body -

Provide the details of the action taken

| |
|-----|
| --- |
|-----|

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

| Level of the Programme | Number of existing Programmes | Number of programmes added during the year | Number of self-financing programmes | Number of value added / Career Oriented programmes |
|------------------------|-------------------------------|--|-------------------------------------|--|
| PhD | - | - | - | - |
| PG | 02 | - | - | - |
| UG | 06 | - | - | - |
| PG Diploma | - | - | - | - |
| Advanced Diploma | - | - | - | - |
| Diploma | - | - | - | - |
| Certificate | - | - | - | - |
| Others | - | - | - | - |
| Total | 08 | | | |
| Interdisciplinary | 04 | - | - | - |
| Innovative | - | - | - | - |

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

| Pattern | Number of programmes |
|-----------|----------------------|
| Semester | 08 |
| Trimester | - |
| Annual | - |

1.3 Feedback from stakeholders* Alumni Parents Employers Students

(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure (Feedback analysis is not done)*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

| Total | Asst. Professors | Associate Professors | Professors | Others |
|-------|------------------|----------------------|------------|-----------|
| 28 | - | 28 | - | 01 (P.T.) |

2.2 No. of permanent faculty with Ph.D.

05

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

| Asst. Professors | | Associate Professors | | Professors | | Others | | Total | |
|------------------|---|----------------------|---|------------|---|--------|---|-------|---|
| R | V | R | V | R | V | R | V | R | V |
| - | - | - | - | - | - | - | - | - | - |

2.4 No. of Guest and Visiting faculty and Temporary faculty

12

-

2.5 Faculty participation in conferences and symposia:

| No. of Faculty | International level | National level | State level |
|------------------|---------------------|----------------|-------------|
| Attended | -- | | 2 |
| Presented papers | | 2 | 3 |
| Resource Persons | -- | -- | 1 |

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Use of ICT aided teaching material in the classroom in addition to conventional chalk and talk method.
- Almost all classes are equipped with computer, LCD facility.
- ‘Pustak Parab’- initiative to make students read more.

2.7 Total No. of actual teaching days during this academic year

182

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Nil

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

08

-

-

2.10 Average percentage of attendance of students

81%

2.11 Course/Programme wise

distribution of pass percentage :

| Title of the Programme | Total no. of students appeared | Division | | | | |
|------------------------|--------------------------------|-------------|----------------|-----------------|-------|-----------------|
| | | Distinction | I % | II % | III % | Result % |
| B.A. | 418 | 00 | 67 (16.02%) | 309 (73.92%) | -- | 376 (89.95%) |
| B. Com. | 283 | 00 | 49 (17.31%) | 140 (49.47%) | -- | 189 (66.78%) |
| M.A. | 51 | 00 | 24 (47.06%) | 27 (52.94%) | -- | 51 (100%) |
| M.Com. | 61 | 00 | 36 (59.01%) | 15 (24.59%) | -- | 51 (83.60%) |

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

- Personal contact and guidance to the needy students.
- Students are motivated by the guest lectures.
- Annual result analysis and feedback from the teachers.
- Encourages the students for using the library.

2.13 Initiatives undertaken towards faculty development

| <i>Faculty / Staff Development Programmes</i> | <i>Number of faculty benefitted</i> |
|--|-------------------------------------|
| Refresher courses | - |
| UGC – Faculty Improvement Programme | -- |
| HRD programmes | - |
| Orientation programmes | - |
| Faculty exchange programme | - |
| Staff training conducted by the university | - |
| Staff training conducted by other institutions | - |
| Summer / Winter schools, Workshops, etc. | 2 |
| Others | - |

2.14 Details of Administrative and Technical staff

| Category | Number of Permanent Employees | Number of Vacant Positions | Number of permanent positions filled during the Year | Number of positions filled temporarily |
|----------------------|-------------------------------|----------------------------|--|--|
| Administrative Staff | 05 | 05 | -- | 05 |
| Technical Staff | - | - | - | - |

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- Organizing departmental seminars, invited lectures
- Motivating teachers for research work, publication in reputed journals.
- Encouraging faculties to take up UGC schemes for higher learning.

3.2 Details regarding major projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number | - | 1 | - | - |
| Outlay in Rs. Lakhs | - | 6.79 | - | - |

3.3 Details regarding minor projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number | - | - | - | - |
| Outlay in Rs. Lakhs | - | - | - | - |

3.4 Details on research publications

| | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals | --- | -- | -- |
| Non-Peer Review Journals | -- | -- | 7 |
| e-Journals | -- | -- | -- |
| Conference proceedings | -- | -- | -- |

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

| Nature of the Project | Duration Year | Name of the funding Agency | Total grant sanctioned | Received |
|--|---------------|----------------------------|------------------------|-----------|
| Major projects | 2010-2013 | UGC | 6.79 Lakh | 4.34 Lakh |
| Minor Projects | - | - | - | - |
| Interdisciplinary Projects | - | - | - | -- |
| Industry sponsored | - | - | - | - |
| Projects sponsored by the University/ College | - | - | - | - |
| Students research projects (other than compulsory by the University) | - | - | - | - |
| Any other(Specify) | - | - | - | - |
| Total | 01 | 01 | 6.79 Lakh | 4.34 Lakh |

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

| | | | | | |
|---------|--------------------------------|-----|--------------------------------|------------------|--------------------------------|
| UGC-SAP | <input type="text" value="-"/> | CAS | <input type="text" value="-"/> | DST-FIST | <input type="text" value="-"/> |
| DPE | <input type="text" value="-"/> | | | DBT Scheme/funds | <input type="text" value="-"/> |

| | | | | | | |
|------------------|----------|--------------------------------|-----|--------------------------------|---------------------|--------------------------------|
| 3.9 For colleges | Autonomy | <input type="text" value="-"/> | CPE | <input type="text" value="-"/> | DBT Star Scheme | <input type="text" value="-"/> |
| | INSPIRE | <input type="text" value="-"/> | CE | <input type="text" value="-"/> | Any Other (specify) | <input type="text" value="-"/> |

3.10 Revenue generated through consultancy

| 3.11 No. of conferences organized by the Institution | Level | International | National | State | University | College |
|--|---------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|
| | Number | <input type="text" value="-"/> |
| | Sponsoring agencies | <input type="text" value="-"/> |

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

| Type of Patent | | Number |
|----------------|---------|--------------------------------|
| National | Applied | <input type="text" value="-"/> |
| | Granted | <input type="text" value="-"/> |
| International | Applied | <input type="text" value="-"/> |
| | Granted | <input type="text" value="-"/> |
| Commercialised | Applied | <input type="text" value="-"/> |
| | Granted | <input type="text" value="-"/> |

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

| Total | International | National | State | University | Dist | College |
|-------|---------------|----------|-------|------------|------|---------|
| - | - | - | - | - | - | - |

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

| | | | |
|------------------|---------------------------------|---------------------|--------------------------------|
| University level | <input type="text" value="05"/> | State level | <input type="text" value="-"/> |
| National level | <input type="text" value="-"/> | International level | <input type="text" value="-"/> |

3.22 No. of students participated in NCC events:

| | | | |
|------------------|---------------------------------|---------------------|---------------------------------|
| University level | <input type="text" value="--"/> | State level | <input type="text" value="17"/> |
| National level | <input type="text" value="17"/> | International level | <input type="text" value="-"/> |

3.23 No. of Awards won in NSS:

| | | | |
|------------------|--------------------------------|---------------------|--------------------------------|
| University level | <input type="text" value="-"/> | State level | <input type="text" value="-"/> |
| National level | <input type="text" value="-"/> | International level | <input type="text" value="-"/> |

3.24 No. of Awards won in NCC:

| | | | |
|------------------|--------------------------------|---------------------|--------------------------------|
| University level | <input type="text" value="-"/> | State level | <input type="text" value="3"/> |
| National level | <input type="text" value="-"/> | International level | <input type="text" value="-"/> |

3.25 No. of Extension activities organized

| | | | |
|------------------|--------------------------------|---------------|--------------------------------|
| University forum | <input type="text" value="-"/> | College forum | <input type="text"/> |
| NCC | <input type="text" value="2"/> | NSS | <input type="text" value="4"/> |

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

1. Blood donation camps were arranged during the year.
2. Donated old books and magazines to needy patients in Sardar Hospital.
3. Relief in medical bills to needy patients in Sardar Hospital.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

| Facilities | Existing | Newly created | Source of Fund | Total |
|---|-----------------------------|---------------|------------------------------------|-----------------------------|
| Campus area | 37231.0859 mts. (9.2 acres) | - | - | 37231.0859 mts. (9.2 acres) |
| Class rooms | 19 | - | - | 19 |
| Laboratories | -- | 1 | Govt. of Guj. & College Trust | 1 |
| Seminar Halls | - | - | - | - |
| No. of important equipments purchased (\geq 1-0 lakh) during the current year. | 59 | 9 | UGC and State Govt., College Trust | 61 |
| Value of the equipment purchased during the year (Rs. in Lakhs) | --- | 553330-00 | UGC and State Govt., College Trust | 553330-00 |
| Others | --- | -- | -- | -- |

4.2 Computerization of administration and library

- SOUL software added to library
- Computer facility is available in Library and Administration office
- wi-fi is available in Adm. Office., Principal office , NAAC office, Gymkhana

4.3 Library services:

| | Existing | | Newly added | | Total | |
|-------------------------|----------|------------|-------------|-----------|-------|------------|
| | No. | Value | No. | Value | No. | Value |
| Text Books | 11079 | 8748861.00 | 1565 | 161993.00 | 12644 | 1036854.00 |
| Reference Books | 32396 | 2014104.00 | 1858 | 203589.00 | 34254 | 221769.00 |
| e-Books | - | - | - | - | - | - |
| Journals | - | - | 08 | 5420.00 | 08 | 5420.00 |
| Magazines & Periodicals | - | - | 66 | 36787.00 | 52 | 36787.00 |
| e-Journals | - | - | -- | - | - | - |
| Digital Database | - | - | - | - | - | - |
| CD & Video | - | - | 2 | 150.00 | 2 | 150.00 |
| Others (specify) | - | - | - | - | - | - |

4.4 Technology up gradation (overall)

| | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Departments | Others |
|----------|-----------------|---------------|----------|------------------|------------------|--------|-------------|--------|
| Existing | 48 | 1 | Yes | - | - | 4 | - | - |
| Added | 07 | - | -- | - | - | 6 | - | - |
| Total | 55 | - | Yes | - | - | 10 | - | - |

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Computer and Internet facilities are available.
Training Programs are arranged when required.

4.6 Amount spent on maintenance in lakhs :

| | |
|--|-------|
| i) ICT | 3.89 |
| ii) Campus Infrastructure and facilities | 0.514 |
| iii) Equipments | 3.698 |
| iv) Others | 3.604 |

Total : 11.706

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Induction meeting with new comers
- Library facility, computer lab
- Promotion of NSS, NCC and Sports activities

5.2 Efforts made by the institution for tracking the progression

Information gathered from the students about their achievements.

5.3 (a) Total Number of students

| UG | PG | Ph. D. | Others |
|------|-----|--------|--------|
| 2662 | 224 | - | - |

(b) No. of students outside the state

| |
|---|
| - |
|---|

(c) No. of international students

| |
|---|
| - |
|---|

Men

| No | % |
|------|-------|
| 1003 | 41.15 |

Women

| No | % |
|------|-------|
| 1883 | 59.89 |

| Last Year | | | | | | This Year | | | | | |
|-----------|-----|-----|-----|-----------------------|-------|-----------|-----|------|-----|-----------------------|-------|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 1114 | 166 | 948 | 404 | --- | 2632 | 970 | 179 | 1074 | 663 | 00 | 2886 |

Demand ratio

Dropout 6.63 %

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

| |
|-----|
| NII |
|-----|

No. of students beneficiaries --

5.5 No. of students qualified in these examinations

| | | | | | | | |
|-------------|---|-----------|---|------|---|--------|---|
| NET | - | SET/SLET | - | GATE | - | CAT | - |
| IAS/IPS etc | - | State PSC | - | UPSC | - | Others | - |

5.6 Details of student counselling and career guidance

| |
|--|
| Invited lecture on 'Competitive exams' and 'Career Guidance' |
|--|

No. of students benefitted 320

5.7 Details of campus placement

| <i>On campus</i> | | <i>Off Campus</i> | |
|---------------------------------|---------------------------------|---------------------------|---------------------------|
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
| - | - | - | - |

5.8 Details of gender sensitization programmes

| |
|--|
| <ul style="list-style-type: none"> • Debate and essay competitions held. • Poster making and Drawing completion including Rangoli were held. |
|--|

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural event

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

| | Number of students | Amount |
|--|--------------------|------------|
| Financial support from institution | 84 | 213500.00 |
| Financial support from government | 1585 | 8667720.00 |
| Financial support from other sources | - | - |
| Number of students who received International/ National recognitions | - | - |

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Nil

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: Be an institution with a culture of mutual care and commitment, a satisfying and excellent work environment and continuous learning opportunities in the field of higher education.

To enable all the classes of society to have the privilege of higher education beyond the barriers of caste, creed and gender.

Mission: Making students responsible citizens with their career and personality development.

To make the tribal and disadvantaged students aware of their rights and social responsibilities.

6.2 Does the Institution has a management Information System

No

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Restructuring of curriculum development is systematically implemented once in 3 years after a careful review of the curriculum in practice.

6.3.2 Teaching and Learning

The college has an objective and effective system of student evaluation through which a meaningful teaching and learning is assured.

6.3.3 Examination and Evaluation

Maintenance of strict discipline,
Fair evaluation and quick results.

6.3.4 Research and Development

We do inform all the teachers about various research programmes and development schemes of the UGC

6.3.5 Library, ICT and physical infrastructure / instrumentation

The existing ITC equipment are frequently upgraded and the required latest ones are purchased. They are made easily available to students and teachers. Similarly the physical infrastructure and instrumentation also is update and utilized.

6.3.6 Human Resource Management

Human resources are considered to be the core of any institution. In our organisation we value and care for human resources. Our HRM policy is inclusive, decentralized and has high level of participative management .

6.3.7 Faculty and Staff recruitment

The college has permanent staff. Due to the govt.'s policy no new appointment is done in the recent years. The management has appointed teachers and clerical staff on adhoc basis.

6.3.8 Industry Interaction / Collaboration

Nil

6.3.9 Admission of Students

Merit based

6.4 Welfare schemes for

| | |
|--------------|----------------------|
| Teaching | Staff Credit Society |
| Non teaching | Staff Credit Society |
| Students | Nil |

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes No --

6.7 Whether Academic and Administrative Audit (AAA) has been done?

| Audit Type | External | | Internal | |
|----------------|----------|---------------|----------|-----------|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | - | - | - | - |
| Administrative | ✓ | Gujarat Govt. | - | - |

6.8 Does the University/ Autonomous College declares results within 30 days? Not Applicable

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Nil

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Nil

6.11 Activities and support from the Alumni Association

Nil

6.12 Activities and support from the Parent – Teacher Association

Nil

6.13 Development programmes for support staff

Nil

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Use of LED light on the campus.
- Tree plantation on and off the campus.
- Cleanliness observed on the campus.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- ICT oriented teaching.
- Use of INFLIBNET/DELNET facility for the research purpose.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- Installation of SOUL software for library automation
- New ICT oriented classes developed.
- Faculties participated at different conferences and seminars.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- Blood Donation Camp
- Help to the Orphanage

****Provide the details in annexure (annexure need to be numbered as i, ii,iii)***

7.4 Contribution to environmental awareness / protection

- Planting of trees campaign by NSS Units
- Poster/ paintings/ best out of waste events organized.

7.5 Whether environmental audit was conducted?

Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

SWOC ANALYSIS OF THE INSTITUTION

Strengths:

- Good Infrastructure Facilities.
- Technology enhanced Learning.
- Large Number of Activities.

Weaknesses:

- Less Research Work.
- No MoUs for consultancy and extension activities.
- Limited scope for Expansion.

Opportunity:

- Complete Automation.
- Certificate, Short term Courses.
- Scope for Collaboration with various agencies.

Challenges:

- Taking up research work in the midst of too much of work load.
- No fresh recruitment of staff as per government policy. □
- Assessment and evaluation strategy (needs to be revamped)
- Managing Library without a properly recruited librarian.
- Technical failures and the way to overcome them.

8. Plans of institution for next year

- Making faculties aware of UGC Minor and Major research projects.
- Maximum use of ICT enabled teaching and learning.



Name: Dr. A. R. Naik

Signature of the Coordinator, IQAC

Name: Dr. V.N.Patel

Signature of the Chairperson, IQAC

Abbreviations:

| | | |
|------|---|--|
| CAS | - | Career Advanced Scheme |
| CAT | - | Common Admission Test |
| CBCS | - | Choice Based Credit System |
| CE | - | Centre for Excellence |
| COP | - | Career Oriented Programme |
| CPE | - | College with Potential for Excellence |
| DPE | - | Department with Potential for Excellence |
| GATE | - | Graduate Aptitude Test |
| NET | - | National Eligibility Test |
| PEI | - | Physical Education Institution |
| SAP | - | Special Assistance Programme |
| SF | - | Self Financing |
| SLET | - | State Level Eligibility Test |
| TEI | - | Teacher Education Institution |
| UPE | - | University with Potential Excellence |
| UPSC | - | Union Public Service Commission |

Annexure: 1

ACADEMIC CALENDAR

| First Term : June 2013 to October / November 2013 | | | |
|--|---|--|--|
| Sr. No. | The Planning of Activities | Week and Month | Remarks |
| 1. | Admission Process | 2 nd & 3 rd Week of June 1 st Week of July | B.A./B.Com. – Sem. I, III, V M.A. / M.Com. -Sem. I, III, |
| 2. | Commencement of Teaching Work | 4 th Week of June 2 nd Week of July 3 rd Week of July 1 st Week of August | B.A. /B.Com. – Sem. I, III, V M.A. / M.Com. – Sem. I, III |
| 3. | Orientation Lecture by Principal and HoDs for the new entrants | 4 th Week of June | B.A./B.Com. – Sem. I |
| 4. | Enrollment of New Students in N.C.C., N.S.S. and other Activities of their Interest | 1 st & 2 nd Week of July | B.A Students |
| 5. | One-Day N.S.S. Camp On the College Campus | 2 nd Week of August | N.S.S. unit |
| 6. | Various on going Co-curricular activities by all the Committees | Throughout the term | Committee Heads and Member |
| 7. | First Internal Test | At the end of 1st Term | All Classes |
| 8. | University October Examination | October (15 days) | A.T.K.T Students |
| 9. | N.S.S. Annual Camp for 10 days | During Diwali Vacation | N.S.S. Unit |
| 10. | N.C.C. Parades regular activity & N.C.C. Camps | During 1 st & 2 nd Term | N.C.C. Unit |
| 11. | Sports selection rounds as per University Sports Calendar | September onwards | Sports students |
| 12. | Diwali Vacation | Three Weeks October/November | --- |

*** Second Term : November 2013 to April/May 2014**

| Sr. No. | The Planning of Activities | Week and Month | Remarks |
|----------------|--|---|------------------------------|
| 14. | Declaration of First Internal Test Results | 1 st Week of November | |
| 15. | Commencement of Teaching | As soon as College reopens after Diwali break | All Classes |
| 16. | Inter-Class Tournaments of sports | November to January | All Classes |
| 17. | Election Procedure formation of Students Council | 2 nd Week of November | All Students |
| 18. | Various ongoing Co-curricular activities | November to January | Various Committees |
| 19. | Annual Function & Prize Distribution | 2 nd Week of February | All the Students Winners |
| 20. | Second Internal Tests | 3 rd Week of February | All Classes |
| 21. | Additional Tests | 1 st Week of March | All Classes |
| 22. | University Examination Starts | 4 th Week of March | All Classes |
| 22. | Publication of College Magazine | April | All Students |
| 24. | University Exam. Ends | 1 st & 2 nd Week of May | All Classes |
| 25. | Work load Distribution meeting with HoDs | 4 th Week of March | HoDs |
| 26. | Second Term Ends & Vacations Starts | 2 nd Week of May | |
| 27. | Assessment of Answer Books of University Examination | During Vacation | |
| 28. | Grand Celebration of National Festivals | 15 th August 26 th January | N.S.S., N.C.C., and Students |

** This Calendar is subject to minor changes as per the external circumstances as the college follows University schedule.*