



**NAVJIVAN ARTS & COMMERCE  
COLLEGE**

**DAHOD-389 151 GUJARAT (INDIA)**

**AFFILIATED TO: GUJARAT UNIVERSITY,  
AHMEDABAD**

**Managed by  
DAHOD ANAJ MAHAJAN  
SARVAJANIK EDUCATION SOCIETY  
DAHOD**

**REACCREDITATION REPORT**

**FOR  
AFFILIATED COLLEGES  
(GRANT-IN-AID COLLEGE)**

**SUBMITTED  
TO  
National Assessment & Accreditation Council  
Bangalore**

# PREFACE

Our institution named as Navjivan Arts and Commerce College is situated in Dahod town which is also a district place. Dahod is situated in central east part of Gujarat state. It shares its borders with Rajasthan and MP so it is also known as Dohad. The district was formed on 2<sup>nd</sup> Oct. 1997. It bears the following demographic statistics:

1. Area 3733.31 Sq.km.
2. Villages 688
3. Talukas 7
4. Literacy rate 45.655% as per 2007-8 statistics
5. Population: 1635374 as per 2007-8 statistics
6. The STs constitutes 70% of the district's population who live in severe poverty due to illiteracy and vagaries of nature as the region has scanty rain fall.

Our Navjivan Arts and Commerce College was established on 15/06/1964. The college has completed 51 years of its glorious existence.. The teaching and nonteaching staff of the college as well as the governing body wishes to improve and make improvement in the building campus and other resources of the college environment.

To tackle the problem of illiteracy efforts have been made after independence both at government and private levels. Our college is managed by Dahod Anaj Mahajan Sarvjanik Education Society (DAMSES) which was established on 1/12/1949 by its founder trustee Late Shri Girdhar Lal Sheth, who has contributed the lion's share in forming and developing the DAMSES which is our present governing body.

Navjivan Arts and Commerce College was established with the prime objective of providing higher education to the weaker sections of the society. The college is located in remote tribal area which is approximately 225 kms away from Ahmedabad, Gujarat University to which it is affiliated.

This is the oldest college of the district which has served the backward class students since its establishment. The college was awarded "The Best College in Rural Area" of Gujarat state in 1982-83. It has produced brilliant and talented students who have occupied prominent positions in the society and business world and have become useful citizen of the nation.

The vision of our institution is to focus on the overall development of its students so that they can be self sufficient in their lives. The SC/ST/OBC and minority students are constantly uplifted by the institution as this is constantly in the mind of the institution and its governing body.

The mission of this institution is to provide value based education and to motivate the students to impart social service and make them responsible citizens of the country.

The college has four programs under Humanities and two programs under Commerce faculty at UG level and at PG level three programs in the faculty of Arts and one program under Commerce faculty.

The college secured its NACC accreditation on 29/1/2009 with 2.60, CGPA (B grade).

The college follows transparent procedure to enrol its students coming from diverse backgrounds especially SC/ST/ OBC/ minority. In our institution

there are approximately 55-60% female students who belong to diverse backgrounds. The college teachers employ in addition to direct teaching also follow interactive and participatory approach to teach the students. The college has 15+1 faculty members including librarian and 8 visiting faculty members. The college has 9 Ph. D holders and 2 faculty members are pursuing their Ph. Ds. 02 members of visiting faculty have also completed their Ph. D

The college regularly does continuous internal assessment under the CBCS system implemented in PG since 2009- 10 and in UG since 2011-12.

The college has been undertaking extension activities in the form of HIV awareness campaigns, adult literacy programs, campaigns to remove blind beliefs etc. The college also sincerely performs activities like NSS, NCC, CWDC, language lab, computer lab. The college also has IGNOU and BAOU open university's study centres which has more than 1000 students enrolled under its various programs. Our college has more than 50,000 book titles in the library.

The institution supports its students not only in teaching- learning but also encourages them to take part in extracurricular, co curricular and sports related activities. It removes their grievances, provides guidance relating to their career, makes an effort to bring out their hidden talents and inculcates moral values in them. The effort is towards providing them all such services which help them to excel in life. The attempt is towards preparing a 'competent student in the era of globalization and liberalization'. All activities of the institution devote special attention to the disadvantaged tribal community and minority community. The institution modifies its delivery system to ensure continuous quality enhancement.

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**Part - B**  
**Profile of the Institution**

## B. Profile of the Affiliated College

### 1. Name and address of the college:

Name	:	Navjivan Arts & Commerce College, Dahod		
Address	:	Jhalod Road, Dahod		
City	:	Dahod	Pin	: 389151
State	:	Gujarat		
Website	:	www.navjivanac.in		

### 2. For communication:

Designation	Name	Telephone with STD code	Mobile	Fax
Officiating Principal	Mr. B.C.Chaudhary	02673-250040/39	9427655605	
Steering Committee Coordinator	Prof.K H Elavia	02673-250040/39	9879249008	
Members	Prof.R.M.Electricwala Dr.N.P.Modi			

### 3. Status of the Institution:

Affiliated College	<input checked="" type="checkbox"/>
Constituent College	<input type="checkbox"/>
Any other (specify)	<input type="checkbox"/>

### 4. Type of Institution:

a. By Gender	<input type="checkbox"/>
i. For Men	<input type="checkbox"/>
ii. For Women	<input type="checkbox"/>
iii. Co-education	<input checked="" type="checkbox"/>
b. By shift	<input type="checkbox"/>
i. Regular	<input type="checkbox"/>
ii. Day	<input checked="" type="checkbox"/>
iii. Evening	<input type="checkbox"/>

### 5. Is it a recognized minority institution?

Yes	<input type="checkbox"/>
No	<input checked="" type="checkbox"/>

If yes specify the minority status (Religious/linguistic/ any other) and provide documentary evidence.

### 6. Source of funding:

Government	<input type="checkbox"/>
Grant-in-aid	<input checked="" type="checkbox"/>
Self-financing Any other	<input type="checkbox"/>

**7. a. Date of establishment of the college:**

b. University to which the college is affiliated /or which governs the college (If it

is a constituent college)

15-06-1964, Gujarat University.

c. Details of UGC recognition:

Under Section	Date, Month & Year	Remarks (If any)
i. 2 (f)	15-09-1970	
ii. 12 (B)	15-09-1970	

(Enclose the Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act)

d. Details of recognition/approval by statutory/regulatory bodies other than

UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.) N A

Under Section/ clause	Recognition/Approval details Institution/ Department/ Programme	Day, Month and Year	Validity	Remarks
i.				
ii.				
iii.				
iv.				

(Enclose the recognition/approval letter)

**8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?**

Yes  No

If yes, has the College applied for availing the autonomous status?

Yes  No

**9. Is the college recognized**

a. by UGC as a College with Potential for Excellence (CPE)?

Yes  No

If yes, date of recognition :.....  
(dd/mm/yyyy)

b. for its performance by any other governmental agency?

Yes  No

If yes, Name of the agency..... and

Date of recognition:..... (dd/mm/yyyy)

**10. Location of the campus and area in sq.mts:**

Location *	Tribal
Campus area in Acres	28.90 acres
Built up area in sq. mts.	50367 sq. mts

(\* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

**11 Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in**

using any of the listed facilities provide information on the facilities covered under the agreement.

- **Auditorium/seminar complex with infrastructural facilities**
- **Sports facilities**
  - \* play ground ----- AVAILABLE
  - \* swimming pool
  - \* gymnasium
- **Hostel :**
- \* **Boys' hostel**
  - i. Number of hostels: -NIL
  - ii. Number of inmates: -
  - iii. Facilities (mention available facilities) -
- **Girls' hostel**
  - i. Number of hostels: - 01
  - ii. Number of inmates: 25
  - iii. Facilities (mention available facilities)
- **Working women's hostel** NIL
  - i. Number of inmates: -
  - ii. Facilities (mention available facilities): -
- Residential facilities for teaching and non-teaching staff (give numbers available -- cadre wise): - Not Available.
- Cafeteria -- Not Available.
- Health centre – Not Available.  
 First aid : Available  
 Inpatient : Not Available.  
 Outpatient : Not Available.  
 Emergency care facility, Ambulance(108 service) : Facility Available.  
 Health centre staff – NOT AVAILABLE  
 Qualified doctor Full time  Part-time   
 Qualified Nurse Full time  Part-time
- Facilities like banking, post office, book shops  
 Post office: Available in the vicinity of 1 to 2 kms.
- Transport facilities to cater to the needs of students and staff :  
 GSRTC,BUS IS AVAILABLE.
- Animal house : NOT AVAILABLE & NOT APPLICABLE
- Biological waste disposal : NOT AVAILABLE & NOT APPLICABLE
- Generator or other facility for management/regulation of electricity and voltage : POWER FAILURE IS NEGLIGIBLE.
- Solid waste management facility: NOT AVAILABLE & NOT APPLICABLE
- Waste water management: NOT AVAILABLE & NOT APPLICABLE
- Water harvesting: NOT AVAILABLE  
 (2014-15)

**12. Details of programs offered by the college (Give data for current academic year)**



(2014-15)

Sr. No	Program me Level	Name of the Programme/ Course	Durati on	Entry Qualificati on	Mediu m of instruct ion	Sanctioned/app roved Student strength	No. of students admitted
1	Under-Graduate	B.A. Sem-I B.A. Sem-III B.A. Sem-V B.Com. Sem-I B.Com. Sem-III B.Com. Sem-V	3 Years  3 Years	12 <sup>th</sup> Pass  12 <sup>th</sup> Pass	Gujarat i  Gujarat i	B.A.- I 5 Div B.A- III 4 Div B.A.-V 4 Div B.Com-I 3 Div B.Com-III 3 Div B.Com-V 3 Div	B.A. I - 865 III - 658 V - 535 B.Com I-275 III-197 V-160
2	Post-Graduate	M.A. Sem- I M.A. Sem- III M.Com Sem- I M.Com Sem - III	2 Years  2 Years	B.A Pass  B.Com Pass	Gujarat i  Gujarat i	M.A.- I M.A. III M.Com- I M.Com - III	M.A.-I M.A.- III M.Com- I M.Com- III
3	Integrate d Program mes P G	--	--	--	--	--	--
4	Ph.D.	--	--	--	--	--	--
5	M.Phil.	--	--	--	--	--	--
6	Ph. D.	--	--	--	--	--	--
7	Certificat e courses	--	--	--	--	--	--
8	Diploma Courses	--	--	--	--	--	--
9	Advance d Diploma Course	--	--	--	--	--	--
10	Any Other (specify	--	--	--	--	--	--

**13. Does the college offer self-financed Programmes?**

Yes  No

If yes, how many?

**14. New programmes introduced in the college during the last five years if any?**

Yes  No  Number

**15. List the departments: (respond if applicable only and do not list facilities like Library, Physical**

**Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes**

**like English, regional languages etc.)**

Particulars	UG	PG	Research
Arts	7	3	--
Commerce	2	1	--

**16. Number of Programmes offered under**

(Programme means a degree course like BA, BSc,MA,M.Com...)

- a. annual system
- b. semester system
- c. trimester system

**17. Number of Programmes with**

- a. Choice Based Credit System
- b. Inter/Multidisciplinary Approach
- c. Any other ( specify and provide details)

**18. Does the college offer UG and/or PG programmes in Teacher Education?**

Yes  No

If yes,

- a. Year of Introduction of the programme(s) and number of batches that completed the programme
- b. NCTE recognition details (if applicable)  
 Notification No.: --  
 Date : --  
 Validity : --

c. Is the institution opting for assessment and accreditation of Teacher Education

Programme separately?

Yes  No

**19. Does the college offer UG or PG programme in Physical Education?**

Yes  No

If yes,

a Year of Introduction of the programme(s) and number of batches that completed the programme

b NCTE recognition details (if applicable)

Notification No.: NOT APPLICABLE

Date : NOT APPLICABLE

Validity : NOT APPLICABLE

d. Is the institution opting for assessment and accreditation of Physical Education

Programme separately?

Yes  No

**20. Number of teaching and non-teaching positions in the Institution**

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor		*M	*F	*M	*F
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC / University / State Government <i>Recruited</i>			08	06	—	—	09	---	----	----
<i>Yet to recruit</i>					08		15			
Sanctioned by the Management/society or other authorized bodies <i>Recruited</i>					07	03	08			
<i>Yet to recruit</i>										

\*M-Male \*F-Female

**21. Qualifications of the teaching staff:**

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
<b>Permanent teachers</b>							
D.Sc./D.Litt.							
Ph.D.			03	05			08
M. Phil.			00	01			01
PG			05	0	0		05
<b>Temporary teachers</b>							
Ph.D.					01		01
M. Phil.					01	00	01
PG					05	03	08
<b>Part-time teachers</b>							
Ph.D.						01	01
M. Phil.					00	00	
PG							

**22. Number of Visiting Faculty /Guest Faculty engaged with the College in PG**

10

Adhoc faculty at UG level

13

**23. Furnish the number of the students admitted to the college during the last five academic years. (2009 to 2015)**

**UG**

Categories	Year-1 2009 – 2010		Year-2 2010 -2011		Year-3 2011 – 2012		Year-4 2012 - 2013		Year-5 2013 - 2014		Year-5 2014 - 2015	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
SC	35	17	25	10	25	21	36	26	52	29	49	18
ST	521	250	497	276	705	357	915	477	1010	603	1122	703
OBC	107	59	113	86	131	95	144	118	122	89	127	89
General	385	465	403	442	390	412	329	328	302	284	303	279
Others	--	--	--	--	--	--	--	--	--	--	--	--

**PG**

Categories	Year-1 2009 – 2010		Year-2 2010 -2011		Year-3 2011 – 2012		Year-4 2012 - 2013		Year-5 2013 - 2014		Year-5 2014 - 2015	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
SC	10	22	04	12	04	05	03	07	06	06	08	08
ST	111	96	43	58	92	73	111	134	149	178	188	227
OBC	22	25	23	54	42	33	52	53	62	70	80	87
General	40	67	26	63	47	89	51	115	58	127	64	105
Others	--	--	--	--	--	--	--	--	--	--	--	--

**24. Details on students enrollment in the college during the current academic year: (2014-15)**

Type of students	UG	PG	M. Phil.	Ph.D	Total
Students from the same state where the college is located	Arts Sem-I	831	314	--	1145
	Commerce-Sem - I	265	117	--	382
Students from other states of India	--	--	--	--	--

NRI students	--	--	--	--	--
Foreign students	--	--	--	--	--
Total	1096	431	--	--	1527

**25. Dropout rate in UG and PG (average of the last two batches 2013 – 2014 & 2014 - 2015)**

UG  PG

**26. Unit Cost of Education**

*(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled )*

(a) including the salary component

(b) excluding the salary component

**27. Does the college offer any programmes in distance education mode (DEP)?**

If yes, Yes  No

a) is it a registered centre for offering distance education programmes of another University

Yes  No

b) Name of the University which has granted such registration.

\*

INDIRA GANDHI OPEN UNIVERSITY & Dr. BABA SAHEB AMBEDKAR OPEN UNIVERSITY

b) Number of programmes offered

c) Programmes carry the recognition of the Distance Education Council.

\* Yes  No

**28. Provide Teacher-student ratio for each of the program/course offered**

**(2013-14)**

Program	Students Enrolled	Teachers Permanent	Teachers Ad hoc	Student Teacher Ratio
B.A.	1885	09	08	1:111.11
B Com.	606	05	00	1:101

(2014-15)

Program	Students Enrolled	Teachers Permanent	Teachers Ad hoc	Student Teacher Ratio
B.A.	1873	09	10	1:99
B Com.	595	05	00	1:119

Faculty members of Economics and English Department teach in both the Faculties.

But for computation purpose they are treated to be Arts Faculty.

**29. Is the college applying for**

Accreditation : Cycle 1  Cycle 2  Cycle 3

Cycle 4

Re-Assessment:

*(Cycle I refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re-accreditation)*

**30. Date of accreditation\* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment**

**only)**

Cycle 1: 29-01-2009 Accreditation Outcome/Result...B.( 2.60 CGPA)

Cycle 2: -- dd/mm/yyyy) Accreditation Outcome/Result:--

Cycle 3: -- .(dd/mm/yyyy) Accreditation Outcome/Result:--

**\* Kindly enclose copy of accreditation certificate(s) and peer team report(s) as**

**an annexure.**

**31. Number of working days during the last academic year**

209 (2014-15)

**32. Number of teaching days during the last academic year**

149

*(Teaching days means days on which lectures were engaged excluding the examination days)*

**33. Date of establishment of Internal Quality Assurance Cell (IQAC)**

IQAC.....01/07/2009..... (dd/mm/yyyy)

**34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to**

NAAC.

AQAR (i) 01-01-2010

AQAR (ii) 01-10-2011

AQAR (iii) 23-07-2012

AQAR (iv) 26-04-2014

AQAR (v) 18-09-2014

AQAR (v) 14-08-2015

**35. Any other relevant data (not covered above) the college would like to include.**

**(Do not include explanatory/descriptive information) :**

**Part - C**  
**Criteria Wise Inputs**

## Criterion – I

### Curricular Aspects

#### 1.1 Curriculum Planning and Implementation

##### 1.1.1 State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.

###### **Vision**

The vision of our Institution is to aim at the overall development of all our students to enable them to meet the challenges of life at national and global level.

We wish to make our tribal and weaker section of students more aware and uplift them and thereby make all the students competent citizens of the nation.

###### **Mission**

- Our mission is to provide value based education.
- To widen the horizon of their knowledge of humanities and commerce.
- To motivate them for social services.
- To enlighten them to become responsible citizens and partake in economic and social development of the nation.

###### **Objectives**

To provide higher education to the weaker sections of the society

To provide value based education

Helping students to be competent citizens of the nation

To inculcate the spirit of social service

The vision and mission of the Institution is communicated to the students, teachers, staff and other stake holders through-

- Regular dialogue in the form of meetings, get together, one to one interaction.

- Display on the boards at the entrance of the college and in the prospectus.

-By informing the students about the same through Induction meeting

- By communicating to the parents during parent teacher meeting.

- Through motivational talks during various programmes conducted by the institution.

##### 1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).

- Our college is affiliated to Gujarat University, Ahmadabad.

The University in the beginning of the year provides an academic calendar to all colleges which indicates teaching schedule, specific time when the internal exams should be conducted, vacation period etc.

- Based on the above guidelines the college prepares the Academic calendar in which time taken for Admission process, time allotted for academic and co- curricular activities as well as extension activities is clearly mentioned.



- The Head of the Departments hold meetings in their respective subjects and distribution of papers is done on the basis of their experience, expertise and their interest.
- The time table committee prepares the time table for both the Faculties and proper coordination is made to synchronize the lectures of Economics and English as they are taught in both the Faculties. The committee also verifies that prescribed number of lectures for each subject is duly assigned. It also tries to maintain the element of balance while preparing the time table.
- The college teachers prepare their respective teaching plans for effective implementation of the subject. They also visualize the teaching tools they would use for their subject.
- The Faculty also prepares the list of books and reference books, websites which they will refer to for preparation of their study material.
- The feedback of the students and parents is collected and analyzed and follow up work is done for effectively communicating the syllabus.
- During the academic year Remedial teaching is imparted to the weaker sections of the students.

**1.1.3 What type of support (procedural and practical) do the teachers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?**

- The college has implemented Choice based Credit system since 2011-12 at UG level and in 2010-11 at PG level as per the guidelines given by Gujarat University.
- To understand the CBCS system the Faculties were given on line training by KCG (Knowledge Consortium of Gujarat)
- Workshops were conducted to understand the detailed aspects of CBCS by KCG.
- Our college faculties also attended seminars and workshops to equip themselves in a better manner for effective implementation of the new system.
- The teaching staff gets the benefit of the UGC schemes under which the college has received grants for books, Equipment and PTAC (Participation of Teachers in Academic Conferences).
- The Faculties make the best possible use of the Library.
- The Faculties have access to internet connections.
- Curriculum is available on the University website and a hard copy of the same is also available in the Library.

**1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other statutory agency.**

- Preparation of academic calendar and Timetable.
- Implementing the academic calendar.
- Commencing the classes in time.
- Adequate infrastructure to support class management.
- Timely appointment of visiting faculty.
- Motivating the staff towards better curriculum delivery.

- Briefing the students about the curriculum to be taught.
- Informing them about reference books, websites to be referred.
- Regular interaction the college in charge & HODs regarding the progress of the curriculum.

**1.1.5 How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalisation of the curriculum.**

The institution remains in touch with the Board of studies of Gujarat university for effective implementation of the curriculum, informal feedback is given( collected informally from industry) to the BOS of Gujarat university.

**1.1.6 What are the contributions of the institution and/or its staff members to the development of the curriculum by the University?(number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.**

The college implements the syllabus designed by its affiliating university.

The suggestions regarding the syllabus are conveyed to the BOS, Gujarat university.

One of the faculty members has informally prepared syllabus of semester III, IV, V and VI consisting of two papers each, in the subject of Advance Business Management. The same was adopted by its then chairman (Dr. Sarla Achuthan) of BOS, for Business Management, in the same context emails were exchanged in june2012 and 2013.

**1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university)by it? If ‘yes’, give details on the process (‘Needs Assessment’, design, development and planning) and the courses for which the curriculum has been developed.**

Under the XI Plan of the UGC the college has utilized the scheme of Career Oriented Program. For the same one of the faculty members has designed the syllabus of Certificate Course in “Customer Relationship Management” looking at the requirement of our Dahod town.

**1.1.8 How does institution analyze/ensure that the stated objectives of curriculum are achieved in the course of implementation?**

The college ensures that the stated objectives of curriculum are achieved through

Class presentation

Assignment

Result analysis

Surprise test

Group discussion

Poetry recitation

Remedial teaching

Regular attendance

Regular monitoring of classes.

**1.2 Academic Flexibility**

**1.2.1 Specifying the goals and objectives give details of the certificate/diploma/ skill development courses etc., offered by the**

### **institution.**

The college offers Career Oriented Program titled Customer Relationship Management as a Certificate Course at UG level

In addition the college offers skill development courses in the form of Foundation and Soft Skill subjects like:

Writing Skills in Hindi and Gujarati.

Stress management.

Leadership Development.

Computer Skill.

Presentation Skill

Health Management & Diet.

Journalism.

Time management.

Tally accounting.

Yoga and Meditation.

Personality Development.

Accounting Analysis.

Counseling Skills.

Handling Difficult Customers.

Market Research.

These courses are offered as Foundation and Soft Skills at UG level

### **1.2.2 Does the institution offer program that facilitate twinning /dual degree? If**

**'yes', give details.**

No, the institution does not offer program that facilitate twinning /dual degree.

### **1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability**

- **Range of Core / Elective options offered by the University and those opted by the college**
- **Choice Based Credit System and range of subject options**
- **Credit transfer and accumulation facility**
- **Lateral and vertical mobility within and across program and courses**
- **Enrichment courses**

### **F.Y.B.A. SEM – I**

I	II	III	IV
<b>Core</b> ECO CC101 & 102 ENG CC101 & 102 GUJ CC101 & 102 HINDI CC101 & 102	<b>Subject Elective: I</b> PSY EC-1 101 & 102 SANSKRIT EC-1 101 & 102 HISTORY EC-1 101 & 102	<b>Subject Elective: II</b> ECO EC-II -101 GUJ EC-II-101 HINDI EC-II-101 PSY EC-II-101 SANSKRIT EC-II-101 HIST EC-II-101	<b>Foundation Courses</b> Writing Skill in Gujarati Computer Skills –I Indian Epic Tradition

1. Compulsory Eng – 101

2. Compulsory Language (Indian Language) Sanskrit - 101

**Soft Skill Courses**  
Stress Management  
Indian Constitution  
Indian Culture & Heritage

**F.Y.B.A. SEM – II**

I	II	III	IV
<b>Core</b> ECO      CC111 & 112 ENG      CC111 & 112 GUJ      CC111 & 112 HINDI    CC111 & 112	<b>Subject Elective: I</b> <b>EC (I) 111 &amp; EC (I) 112</b> PSY SANSKRIT HISTORY	<b>Subject Elective: II</b> <b>EC (112)</b> ECO GUJ HINDI PSY SANSKRIT HISTORY	<b>Foundation Courses</b> FC-111 Environmental Science  <b>Soft Skill Courses</b> <b>SS 111</b> Sports & Practice Leadership Development Personality Development

**S.Y.B.A. SEM – III**

I	II	III	IV
<b>Core</b> ECO      CC201, 202 & 203 ENG      CC 201,202 & 203 GUJ      CC201, 202 & 203 HINDI    CC201, 202 & 203	<b>Subject Elective: I</b> PSY      SE-I 201 SANSKRIT    E-I 201 HIST      SE-I 201	<b>Subject Elective:</b> PSY      SE-I 202 SANSKRIT    SE-I 202 HIST      SE-I 202	<b>Foundation Courses</b> FC-201 Writing Skills in Hindi Dalit Writings Computer Skills II  <b>Soft Skill Courses</b> SS-201 Human Resource, Development Cultural Heritage of Gujarat World Religions

Compulsory Eng 201

**S.Y.B.A. SEM – IV**

I	II	III	IV
<b>Core</b> ECO      CC211, 212 & 213 ENG      CC211, 212 & 213 GUJ      CC211, 212 & 213 HINDI    CC211, 212 & 213	<b>Subject Elective: I</b> PSY      SE – I 211 SANSKRIT    SE – I 211 HIST      SE – I 211	<b>Subject Elective: II</b> <b>SE (112)</b> PSY      SE-I 212 SANSKRIT    SE-I 212 HIST      SE-I 212	<b>Foundation Courses</b> FC-211 Indian Cultural heritage Basic Computer - Applications Vedas & Upnishad  <b>Soft Skill Courses</b> <b>SS 211</b> Learning from World Leaders Structure of Indian Society Presentation Skills

Compulsory Eng 211

### T.Y.B.A. SEM – V

I	II	III	IV
<b>Core</b> ECO CC301, 302 & 303 ENG CC301, 302 & 303 GUJ CC301, 302 & 303 HINDI CC301, 302 & 303	<b>Core Elective</b> ECO CE304, 305 ENG CE304, 305 GUJ CE304, 305 HINDI CE304,305	<b>Foundation Courses</b> FC-301 Gandhian philosophy Indian Religions Office and Administration Support	<b>Soft Skill Courses</b> SS-301 Health Management and Diet International Relations Child Counseling

Compulsory Eng 301

### T.Y.B.A. SEM – VI

I	II	III	IV
<b>Core</b> ECO CC311, 312 & 313 ENG CC311, 312 & 313 GUJ CC311, 312 & 313 HINDI CC311, 312 & 313	<b>Core Elective</b> ECO CE 314,315 ENG CE 314,315 GUJ CE 314,315 HINDI CE 314,315	<b>Foundation Courses</b> FC-311 Fundamental Rights & Duties Data Analysis Research Methodology	<b>Soft Skill Courses</b> SS-311 Journalism Indian Tribal Culture Vedic Sciences

Compulsory Eng 311

### F.B.COM. SEM – I

I	II	III	IV
<b>Core Elective Courses</b> Advance Account & Auditing (Financial Accounting) (CE – 101 A) Advance Business Management (Sales Management) (CE – 101 C)	<b>Subject Elective Courses</b> Advance Account & Auditing (Financial Accounting -I) (SE – 101 A) Secretarial Practice (SE –101 D) Advance Business Management (Sales Management) (SE – 101 E)	<b>Foundation Courses</b> Time Management (FC 101A) Tally Accounting (FC 101D) Yoga & Meditation (FC 101E)	<b>Soft Skill Courses</b> Personality Development (SS 101 A) Stress Management (SS 101 C)

#### **Compulsory Subject**

- |   |          |
|---|----------|
| 1. Fundamentals of Business Economics – I | CC – 101 |
| 2. Human Resource Management              | CC – 102 |
| 3. Accountancy – I                        | CC – 103 |
| 4. Communication in Business              | CC – 104 |
| 5. General English Text & Composition     | CC – 105 |

## F.B.COM. SEM – II

I	II	III	IV
<b>Core Elective Courses</b> Financial Accounting - II (CE – 102 A) Distribution Management (B.M.) (CE 102 C)	<b>Subject Elective Courses</b> Financial Accounting -II (SE – 102 A) Secretarial Practice - II (SE –102 D) Distribution Management (B.M.) (SE – 102 E)	<b>Foundation Courses</b> Environmental Studies (FC 102)	<b>Soft Skill Courses</b> Leadership Development (SS 102 A) Analysis of Accounting Statements (SS 102 C) Sports & Practice (SS 102 D)

### **Compulsory Subject**

- |   |          |
|---|----------|
| 1. Fundamentals of Business Economics – I | CC – 106 |
| 2. Human of Marketing Management          | CC – 107 |
| 3. Accountancy – II                       | CC – 108 |
| 4. Business Correspondence                | CC – 109 |
| 5. General English Grammar & Composition  | CC – 110 |

## S.B.COM. SEM – III

I	II	III	IV
<b>Core Elective Courses</b> Advance Accounting and Auditing (Cost Accounting – I) (CE – 201 A) Advance Business Management (Advance Marketing Management) (CE 201 C)	<b>Core Elective Courses</b> Advance Accounting and Auditing (Corporate Accounting) (CE – 202 A) Advance Business Management (Advance Marketing Management) (CE 202 C)	<b>Foundation Courses</b> General Insurance (FC 201 D) Service Management (FC 201 E)	<b>Soft Skill Courses</b> Company Secretary (SS 201 C) Counseling Skills (SS 201 D) Computer Skills (SS 201 B)

### **Compulsory Subject**

- |                                     |          |
|-------------------------------------|----------|
| 1. Economics of Government Finances | CC – 201 |
| 2. Indian Financial System          | CC –202  |
| 3. Taxation – I                     | CC – 203 |
| 4. Commercial Communication         | CC – 204 |
| 5. Fundamental Statistics           | CC – 205 |

### S.B.COM. SEM – IV

I	II	III	IV
<b>Core Elective Courses</b> Advance Accounting and Auditing (Cost Accounting – II) (CE – 203 A) Advance Business Management (Organizational Behavior) (CE 203 C)	<b>Core Elective Courses</b> Advance Accounting and Auditing (Auditing - I) (CE – 204 A) Advance Business Management (Advance Financial Management) (CE 204 C)	<b>Foundation Courses</b> Pollution Control & Its Impact (FC 202 B) Right to Information (FC 202 E)	<b>Soft Skill Courses</b> Handling Difficult Customers (SS 202 A) Presentation Skills (SS 202 B)

#### **Compulsory Subject**

- |                                     |          |
|-------------------------------------|----------|
| 1. Economics of Growth and Finances | CC – 206 |
| 2. Production Management            | CC – 207 |
| 3. Taxation – II                    | CC – 208 |
| 4. Organizational Communication     | CC – 209 |
| 5. Fundamental Statistics           | CC – 210 |

### T.B.COM. SEM – V

I	II	III	IV
<b>Core Elective Courses</b> Advance Accounting and Auditing (Cost & Financial Accounting) (CE – 301 A) Advance Business Management (Strategic Management) (CE 301 C)	<b>Core Elective Courses</b> Advance Accounting and Auditing (Management Accounting- I) (CE – 302 A) Advance Business Management (Marketing Research) (CE 302 C)	<b>Foundation Courses</b> Business Ethics (FC 301 A) Disaster Management (FC 301 E)	<b>Soft Skill Courses</b> Market Research (SS 301 A) Presentation Skills (SS 301 B)

#### **Compulsory Subject**

- |                                     |          |
|-------------------------------------|----------|
| 1. Economics of International Trade | CC – 301 |
| 2. Marketing Management in Practice | CC – 302 |
| 3. Business Laws – I                | CC – 303 |
| 4. Corporate Communication          | CC – 304 |
| 5. Fundamental Statistics           | CC – 305 |

## T.B.COM. SEM –VI

I	II	III	IV
<b>Core Elective Courses</b>	<b>Core Elective Courses</b>	<b>Foundation Courses</b>	<b>Soft Skill Courses</b>
Advance Accounting and Auditing (Management Accounting - 2) (CE – 303 A) Advance Business Management (Management Information System) (CE 303 C)	Advance Accounting and Auditing (Auditing - II) (CE – 304 A) Advance Business Management (Marketing Management) (CE 304 C)	Security Market (FC 302 A) Financial Services (FC 302 D)	Writing Skills (SS 302 B) Business Information Analysis (SS 302 C)

### **Compulsory Subject**

- |   |          |
|---|----------|
| 1. Indian Business and Economic Environment | CC – 306 |
| 2. Fundamentals of Financial Management     | CC – 307 |
| 3. Business Laws – II                       | CC – 308 |
| 4. Media and Public Relation Communication  | CC – 309 |
| 5. Fundamental Statistics – II              | CC – 310 |

The above given is the range of Core/Elective options offered by the University and subsequently opted by our college. The courses offered are proving useful in preparing their communication skills and over all personality. The courses offered under CBCS has improved the confidence level of the students and we have noted that more and more number of students are opting to give Public Service Exams and get jobs .The college is able to offer the courses for which it has the availability of teaching faculty, as the college is grant in aid institution, hence it is entirely dependent on the office of Commissioner of Higher Education, Govt. of Gujarat to fulfill its manpower needs. In such a case the institution has its limitations in offering a large variety of core elective options/subject elective options.

In spite of this situation the institution has tried to integrate Environmental education, ICT and gender sensitization also.

**1.2.4 Does the institution offer self-financed programmes? If ‘yes’, list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.**

NO.

**1.2.5 Does the college provide additional skill oriented programs, relevant to regional and global employment markets? If ‘yes’ provide details of such program and the beneficiaries.**

The College offers additional skill development programmes in the form of Foundation and Soft Skill courses which are mentioned in 1.2.1. In addition to that it facilitates training (co-operative training programme) programmes, and lectures to improve the soft skills of the students.

It is mandatory for all the students of both the faculties to opt for Foundation and Soft

Skill courses at UG level.



**1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice” If ‘yes’, how does the institution take advantage of such provision for the benefit of students?**

NO. The institution has 2 study centers of Open University, IGNOU and BAOU .The students can take up variety of courses from the given open universities, in addition to their regular college studies.

**1.3 Curriculum Enrichment**

**1.3.1 Describe the efforts made by the institution to supplement the University’s Curriculum to ensure that the academic programmes and Institution’s goals and objectives are integrated?**

The UGC provides necessary funds for books, equipments, maintenance of equipments, remedial coaching which supplements the university curriculum to meet the goals and objectives. The faculty provides exam oriented guidance in which the students are informed to refer to the previous years’ university and college exam papers, provides study material, reference books, useful websites etc. They are encouraged to make maximum use of well stocked library.

The institution also helps the economically backward students by providing them state government scholarships. Almost 70% students of Arts faculty are benefitted by this effort. Due to the scholarship support they are able to successfully complete their academic programs and the institutions goals and objectives are also thereby met with.

**1.3.2 What are the efforts made by the institution to modify, enrich and organize the curriculum to explicitly reflect the experiences of the students and cater to needs of the dynamic employment market?**

The college has already started Soft Skill and foundation courses like Tally-accounting, Stress-Management, Sports and Practice, Company Secretary, General Insurance, Presentation Skill, Right to Information, Disaster Management, Financial Services, Security Market, Writing Skill, Business Information Analysis, Business Ethics, Handling Difficult Customers, Counseling Skills, Service Management, Leadership Development, Personality Development, Yoga and Meditation in Commerce faculty.

Similarly in Arts faculty courses like Writing Skills in Gujarati and Hindi, Computer Skill, Stress Management, Leadership Development, Personality Development, Presentation Skill, Health Management and Diet, Information Analysis, Journalism etc.

These above mentioned courses certainly equip and improve the job related skills of our students, thereby preparing them to face the job market in a successful manner.

**1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?**

The institution tries to integrate the cross cutting issues such as Environmental Education, Human Rights, ICT etc., into the curriculum through soft skills and foundation courses at UG level.

The gender issues are addressed through collegiate women development cell which organizes programs from time to time.

#### **1.3.4 What are the various value-added courses/enrichment programs offered to ensure holistic development of students?**

- **moral and ethical values**
- **employable and life skills**
- **better career options**
- **community orientation**

To ensure holistic development of students the college teaches Personality Development and Stress Management as soft skill courses. Time Management and Yoga and Meditation as Foundation courses are also taught.

For employability and life skills the college teaches General Insurance, Company Secretary, Counseling Skills and Computer skills are taught.

The college has UDISHA placement club under which the students are provided career guidance to pursue different careers after graduation and post graduation. They are also given information for various Public Service Exams/Bank/ Railway/Customs/Excise etc.

To instill the spirit of community orientation/desire towards social service, the college has a dedicated NSS, CWDC and NCC which at regular intervals conduct programs synchronizing with the community orientation aspect.

#### **1.3.4 Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?**

None of the faculty members are formally appointed in the University Board of Studies. However the faculty members regularly keep on collecting informal feedback from various stakeholders and the same is communicated to the members of Board of Studies. While collecting feedback from the students we also found that some of the syllabus required change in context of the present job market and hence the same was communicated, for eg. In the subject of Accountancy we suggested to introduce Tally Accounting and it was inculcated in the curriculum.

One of our faculty members has interacted with the Chairman of Board of Studies in the subject of Business Management who was subsequently assigned to prepare the syllabus of 8 papers(SBCom-TBCom ) relating to Business Management Department at UG level.

#### **1.3.6 How does the institution monitor and evaluate the quality of its enrichment program?**

The IQAC of our college regularly monitors and evaluates the quality of its enrichment program by collecting feedback from students and other stakeholders.

### **1.4 Feedback System**

#### **1.4.1 What are the contributions of the institution in the design and development of the curriculum prepared by the University?**

Faculty who are members of Board of Studies of Gujarat University play a significant role in contributing to the development of the curriculum. The college can only forward the suggestions of its faculty to the University through the members of Board of Studies.

Since last five years none of our faculty members has been appointed as a member/chairman of Board of Studies. However, in the distant past many of our faculties were members/chairman of BOS and they gave valuable inputs in designing the curriculum.

The college collects feedback from students and stakeholders and the same is informed to the member/chairman of BOS in the respective subjects.

Faculty members attend workshops and seminars on revision of curriculum.

**1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If 'yes', how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programmes?**

Yes.

The college has a mechanism of taking feedback. It is mentioned earlier the college collects feedback from students and stakeholders and the same is conveyed informally to the member/chairman of BOS in the respective subjects.

**1.4.3 How many new programs/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programs?**

**Any other relevant information regarding curricular aspects which the college would like to include.**

Semester system and Choice based Credit system was introduced by Gujarat University from the academic year 2011-12 at UG level and in 2009-10 at PG level. As the college is affiliated to Gujarat University we are following the same pattern. The students have benefitted from this system as quite a new and varied spectrum of subjects is offered to them.

**Criterion - II**  
**Teaching – Learning and Evaluation**

**2.1 Student Enrolment and Profile**

**2.1.1 How does the college ensure publicity and transparency in the admission process?**

The admission process for UG and PG is transparent and consistent. Our college is an equal opportunity provider and as such grants admission based on merit as well as according to the policy of the affiliating Gujarat University.

The College has a Admission Committee with the In-charge as the Head and Head of each department as members.

The Committee guides and provides information to the applicants about the institution, courses offered and various career options available for them.

The college gives publicity to the admission process through its notice boards and local TV channel. The college strictly adheres to SC, ST, OBC quota given for admitting students to the college.

**2.1.2 Explain in detail the criteria adopted and process of admission (Ex. (i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programmes of the Institution.**

Dahod district has approximately 70-80% of ST students. The process of admission is conducted by the admission committee comprising of the In-charge and Heads of all Departments. The transparency is maintained for admission as well as the subjects offered. The college follows the rules and regulations of State Government and the Gujarat university guidelines of merit while giving admission to the candidates of all categories.

The Admission Committee helps student applicants in choosing a course. The students interested in offering English as their main subject have to face an interview conducted by the Head of the English Department.

**2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.**

The college prepares general Merit list as per the guidelines of Gujarat University. For the year 2014-15 the maximum percentage of marks for admission at B A was 84.50% and at B Com 89.57%. The minimum percentage was 36% for both the Programs.

**2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If 'yes' what is the outcome of such an effort and how has it contributed to the improvement of the process?**

Yes

The committee involved in the admission process on completion of process understands the composition of student profile in Arts and Commerce faculty. In our college there are 70% ST students studying in Humanities, rest 30% comprises of SC/OBC/Minority and General

category students; whereas in Commerce faculty approximately 50% students belong to (Dawoodi Bohra) minority community whereas the rest 50% includes a sizeable proportion of OBC/SC/ST and General Category students. In Arts faculty majority of students belong to lower economic background however the same does not apply to the students of Commerce faculty as they belong to families involved in business.

There is a mechanism in the institution for reviewing the admission process and the student profile annually in the form of Admission Committee appointed by the college. The committee monitors the admission process keeping in mind the objective of providing maximum opportunity to the students from the rural background. Moreover, in accordance with the principle of social justice, the student from the weaker section of society should avail an opportunity of education, the committee ensures the optimum benefits to the student from these sections.

The outcome of such an effort is that the Committee after reviewing the student profile guides him in the selection of subject. It has been seen that the students generally feel confused when a variety of subjects are offered to him but feels relieved and satisfied when such counselling is offered to him by the Committee. Finally, the college strictly follows the admission guidelines provided by the Gujarat University and prepares its Admission merit lists.

**2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion**

- \* SC / ST
- \* OBC
- \* Women
- \* Differently abled
- \* Economically weaker sections
- \* Minority community
- \* Any other

**a) SC/ST and OBC**

. As per the existing government rules, reservation is provided to the students of SC category-7%, ST category-14%, OBC 27% and other backward community. They also avail different government scholarships.

**b) Women:**

. There is no reservation for girls, however they automatically get benefitted under the quota system. As a part of State Government policy, girl students' tuition fees is subsidised and SC/ST girls get the scholarship.

**c) Differently- abled:**

. As per the state policy, 2% reservation and other facilities are provided to the physically challenged students.

**d) Economically-weaker sections:**

. Students from economically weaker sections get benefits of fee concession and scholarship on producing documents from appropriate authorities.(creamy layer certificate below 2 lakhs of income of their family.)

**e) Sports personnel:**

. At the time of admission, due importance is given to the students with excellent sports records.

**f) Minority community:**

. They also avail government scholarships.

The facility of scholarship offered by the state government motivate these students to

Go for higher education.

**2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. i.e. reasons for increase / decrease and actions initiated for improvement.**

**2009-2010**

Program	No. of Application	No. of students admitted	Demand Ratio
B.A.	1000	623	1.6:1
BCom.	314	314	1:1
M.A.	240	240	1:1
MCom.	73	73	1:1
Certificate	08	08	1:1

**2010-11**

Program	No. of Application	No. of Students admitted	Demand Ratio
B.A.	785	714	1.1:1
BCom.	301	301	1:1
M.A.	146	146	1:1
M.Com.	36	36	1:1
Certificate	25	25	1:1

**2011-12**

Program	No. of Application	No. of Students admitted	Demand Ratio
B.A.	802	722	1.12:1
BCom.	265	265	1:1
M.A.	226	226	1:1
M.Com.	74	74	1:1
Certificate	18	18	1:1

**2012-13**

Program	No. of Application	No. of Students admitted	Demand Ratio
B.A.	821	746	1.1:1
BCom.	212	212	1:1
M.A.	226	226	1:1
M.Com.	100	100	1:1
Certificate	26	26	1:1

**2013-14**

Program	No. of Application	No. of Students admitted	Demand Ratio
B.A.	872	777	1:12:1
BCom.	227	227	1:1
M.A.	301	301	1:1
M.Com.	94	94	1:1
Certificate	16	16	1:1

Program	No. of Application	No. of Students admitted	Demand Ratio
B.A.	956	862	1:11:1
B.Com.	277	277	1:1
M.A.	328	328	1:1
M.Com.	122	122	1:1

## 2.2 Catering to Student Diversity

### 2.2.1 How does the institution cater to the needs of differently-abled students and ensure adherence to government policies in this regard?

The institution follows Government reservation quota in admitting the Differently abled students.

The classrooms for such students are arranged on the ground floor.

Easy accessibility through all office processes and library books is provided.

They are helped by their fellow students and staff members in their daily routine of activities.

Facility of ramp has been provided for the Differently abled.

### 2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.

Yes, the institution is well aware of the needs of the students. The college acts as the stepping stone that helps the students to realize their ambitions.

The institution assesses the students' needs in terms of knowledge and skills before the commencement of the programme through counselling done by the Admission Committee.

**Pre Admission Assessment** is carried out through

- Interaction with the students and their parents
- Assessing academic/co-curricular history
- Understanding their expectations and
- Social/ economic background of the students

Once the admission process is completed, Induction Meeting is held for the newly admitted students where they are informed in detail about college and university level education. They are also briefed about the extension activities, sports, NCC, Library and office related procedures. All departments provide the detailed information about the nature of subjects before they start teaching.

The Foundation and Soft Skill courses included in CBCS system go to a great length in preparing the job related skills of the students.

### 2.2.3 What are the strategies drawn and deployed by the institution to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice? (Bridge/Remedial/Add-on/Enrichment Courses, etc.)

The college takes special care to ensuring the progress of slow learners by giving them extra time and by conducting remedial classes so that they can overcome their difficulties.

The college has two centres for Distance Learning, IGNOU and BAOU where number of Certificate, Diploma and PG Diploma Courses are run and our students are encouraged to take up appropriate courses

synchronizing with their knowledge and skills. The ultimate strategy is to make them employable in the job market.

#### **2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?**

The college sensitizes its staff and students on issues relating to gender, inclusion, environment etc. by implementing the following:

- Creating gender friendly environment
- Creation of a Cell for prevention of sexual harassment
- Healthy working environment for women
- The Collegiate Women Development Cell organizes programmes highlighting gender issues.
- Inclusion and improvement of access of SC/ST/OBC/women/economically weaker sections and minority community in the college admission
- Programs attending to needs of the under privileged section of the society through NSS unit in villages.
- Facilitation in providing maximum number of scholarships to SC/ST students
- The institution has established Collegiate Women Development Council since 2008 which conducts lectures and workshops on women empowerment, women rights, health, employability of rural women etc.
- Environmental Studies is taught in the form of Foundation Course at Semester II, FBA/BCom.
- Disaster Management has been included in the Curriculum in Third Year BCom Semester V
- Tree plantation and save environment theme based programmes are organized regularly to keep our campus Green
- There have been campaigns on environmental issues like saving electricity, water, planting trees and avoiding plastic on the campus
- International Days like World Earth Day, International Day for the Preservation of the Ozone Layer, World Disaster Management Day etc are observed to remind the students and staff of their responsibilities towards environment

#### **2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?**

The institution identifies advanced learners through their academic history, counselling, participation in academic and co- curricular activities, exam result, peer interaction etc.

The institution responds to the needs of these advanced learners by motivating them to secure better class in Internal and University examination, advice him to read extra reference books and visit various relevant and useful websites.

Such students are felicitated on the Annual Day for their achievements. They are also selected for Students Council on the basis of their academic performance. The library also extends full support to them.

The numerous intellectual and cultural programmes provide exposure to develop their talents.

They are encouraged to take Distance Education Courses.



They are motivated to appear for public service exams like GPSC, Railway, Bank, CRPF, BSF etc.

### **2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc.)?**

The college is concerned about the students who might discontinue their studies. The college keeps track of attendance, class room performance, examination results and other such things.

In the process if the faculty member finds the student in some stress he counsels the student concerned, talks to the parents if required and keeps the College –Incharge/Officiating Principal informed. In this way the institution tries to minimise the dropout rate.

The institution collects and analyses data from

- Academic history/Parent feedback
- Attendance records
- Faculty feedback of the student
- Student behaviour and attitude
- Subject/Classroom
- Performance in class test, assignments, class presentation etc
- Remedial Measures for disadvantaged Sections/Slow Learners
- Remedial Classes
- Scholarships
- Providing study material
- Personal counselling

## **2.3 Teaching-Learning Process**

### **2.3.1 How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)**

The academic activities of the institution are based on the academic calendar of Gujarat University. In the beginning of the academic year the college prepares its academic calendar, proposing the activities and the probable dates of different curricular, co curricular and extra- curricular activities.

Various committees are formed to execute these plans and programs.

The time table and work allotment is prepared on the basis of staff meetings and discussions. For effective implementation changes are incorporated whenever required.

HODs of the concerned departments hold meeting, discuss the workload, prepare action plan and distribute the syllabus to the faculty.

The Time table committee prepares the Time table.

Teaching faculties prepare month and subject wise teaching plan for each semester.

Past few years' question papers are discussed in the class with the students.

Students are also evaluated through tests, assignments, class presentations and group discussions in the class room.

Question papers, examination patterns and scheme of marking are explained to the students in the beginning of the academic year.

After exams also the question papers are discussed in the class room so that their performance may be better next time.

The Incharge/ Principal holds a meeting of the teaching faculty and decides the tentative dates of Internal exam. The faculties are asked to prepare two sets of question papers for each paper. The Examination committee prepares the internal examination Time table, block wise seating arrangement, supervision chart and invites external ad hoc supervisors.

The printing press is informed to collect and print the internal exam question papers which are later proof read by the concerned faculties.

The committee also prepares block wise packets of question papers for the exams.

The college office is informed by the committee to keep the necessary stationery ready.

Pre exam meeting for supervisors is conducted and necessary information and instructions are given.

The Cultural committee along with the Students' Union decides tentative time slots for Annual day, Sports day, cultural programs and Saptdhara activities.

### **2.3.2 *How does IQAC contribute to improve the teaching-learning process?***

IQAC chalks out an action plan at the beginning of the academic year to ensure quality standards in teaching-learning process. The IQAC

- Emphasizes on conceptual clarity.
- Adhering to Teaching plan.
- Continuous assessment of students.
- Motivates scholarly students to read reference books and browse relevant websites.
- Motivates the Faculties to undertake study tours.
- Motivates the Faculties to attend and present papers at conferences/seminars.
- Motivates the Faculties to take up research work.
- Motivates the faculties to undertake participative learning and impart teaching in the form of problem solving methodology

### **2.3.3 *How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?***

Learning is made more student-centric by increasing the involvement of the students in teaching learning process. Students are taken for industrial visit/study tour/field work etc. The guest lectures, field trips and various other events are planned and organized with the involvement of students. They are encouraged to make class presentations, give assignments, prepare projects or seminars, to apply their theoretical knowledge in practical life. Remedial coaching is provided for weaker students.

The college conducts a number of activities like poetry recitation, elocution, group discussion, essay writing, creative writing and quiz. Such activities develop confidence, creativity and skills of writing and expression of the students.

Lectures telecast through SANDHAN (audio-visual integrated classroom) help students in individual learning.

The institution provides sufficient support structures like spacious and well ventilated class rooms, a rich library, internet connectivity, computer lab on the campus to support the teaching-learning processes.

The college has IGNOU and BAOU Study centres as well which offers several certificate, diploma, degree and PG courses that enables the students to take up extra courses.

The staff and students are encouraged to make use of all these facilities to ensure

successful and collaborative teaching-learning process. The teachers attend conferences, seminars and workshops in order to update themselves of the latest developments in their subjects as well as to network with fellow professionals. Many papers have been presented by faculty members from 2009-2015.

The activities of “Saptadhara” provide an opportunity to the students towards interactive learning wherein she/he takes part in story writing, essay writing, poetry writing, quiz etc.

#### **2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?**

The faculty members in nurturing critical thinking help the students to have open mindedness, recognize problem areas and find workable means to solve these problems. The students are also motivated to develop their priorities, gather relevant information, have independent and clear thinking. They are always told to test knowledge in the light of evidence.

The students are encouraged to be original and imaginative.

The faculty members inform the students to use logic and be analytical in learning.

The faculty members motivate the students to participate in various co-curricular, extra-curricular activities. They also encourage critical thinking in them by adopting different methods in the class room like asking open ended questions. The students are also encouraged to undertake class presentations, projects, group discussion and assignments. To inculcate critical thinking among students, group discussions and debates on current issues are conducted. All the events on the campus including the annual cultural program is planned and organized by the students under the supervision of Cultural committee lecturers. This gives them an opportunity to be creative and to develop their leadership, organizational, communication skills.

The institution envisages the all-round development of every student. To contribute progress in learning, the institution exercises student centred approach.

Library is well stocked with internet connection.

Computer lab assists students in acquiring computer skills.

#### **2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning - resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.**

Lectures are taken using audio visual aids in Class rooms.

Department of Education, Government of Gujarat telecasts lectures for the college students through SANDHAN. These lectures are syllabus oriented and are delivered by subject experts.

Under NME-ICT project, the college has been provided 10 internet connections for the students and faculty to browse useful sites for extra references and study material.

### **2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?**

The faculty is exposed to advanced level of knowledge and skills by referring to research journals, latest reference books, participating in national seminars / workshops / symposium / summer schools / refresher courses / internet browsing and interactions with experts.

The students are encouraged to read the magazines, journals, and latest information available on the internet and are also taken for Industrial visits.

Special lectures are organized and outside experts address the students and teachers, which also help in equipping students and faculty with latest information and talent developments.

For staff, the institution sends faculties to various conferences, seminars and training and development programs according to their interest and skills.

Faculty members are encouraged to take membership of professional and academic bodies.

Teachers have attended Orientation and Refresher Courses.

Faculty members and students use library and internet resources to keep themselves in touch with the modern development in their respective subjects.

Important books, articles and information are downloaded and used by faculties and students.

Many departments encourage students to collect and display news-paper cutting of the articles on the recent development in the subjects.

Display of wall magazines with the articles on recent topics is also one of the ways used to update the knowledge of the students.

### **2.3.7 Detail (process and the number of students \benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling/ mentoring/ academic advise) provided to students?**

The weaker students are provided Remedial Teaching support in various subjects. The college stresses the most on regular attendance of lectures. The students are supposed to sign lecture-wise class attendance sheet daily.

Students having problems with communication skills in English are encouraged to join DELL Digital Education Learning Lab)/ SCOPE (Society for Creation of Opportunity through Proficiency in English).

. Students facing psychological problems relating to stress, anxiety or issues relating to mental health are helped by faculty member in a satisfactory manner. Sometimes if need be, they are also referred to psychiatrist who helps them by way of counselling & medicines. The students who receive such support are also encouraged to find out other students facing similar problem who in turn are also given psycho-socio support.

Students are informed about competitive exam, job scopes and opportunities for further studies by faculty members.

SC/ST/OBC and Minority students with financial problems are given government scholarship.

Some students suffering from inferiority complex are helped to develop positive self image by our faculty members the form of student mentoring. Students who are weak in studies are identified and motivated to attend classes regularly.

Students are motivated to participate in extra-curricular activities.

Career and counselling as well as enhancing initiative for competence building various workshops and expert lectures are arranged.

Teachers provide academic and career counselling.

**2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?**

In addition to the traditional teaching methods, the faculty members also use modern teaching aids. This is done by using ICT tools in order to encourage the students and to make the teaching learning more effective. The lecturers are also motivated to participate in various faculty development program which are organized by other colleges.

As a result of using these teaching methods students become confident, overcome stage fear, develop sense of planning and organizing. This has also resulted in improvement in class room atmosphere which resulted in better teaching-learning.

**2.3.9 How are library resources used to augment the teaching-learning process?**

During every academic year new books are added for all the subjects based on the requirements given by the departments. The library is equipped with internet facility and a printer. A reference section with a reading room is also available for the use of both staff and students.

During free time the students are encouraged to visit the library and read journals, newspapers, books etc.

The Library is well equipped with books, journals, magazines, CDs, encyclopaedia. Besides this, the Library is kept open from 7:30 a.m. to 2:30 p.m. Staff and students use the library for projects, assignments, reference books and research work. Question papers of Internal and University exams are also made available to the students and faculty members. Teachers from neighbouring colleges also take advantage of our rich library.

Staff members provide reading lists to the learners to supplement teaching learning.

Library is in process of computerization with SOUL software.

**2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these.**

The Gujarat University introduced semester system at UG level in the year 2011-12. This created problems as we had two systems running simultaneously – annual system already in force and the other newly introduced semester system. Till the cycle was completed in 2013-14 it was quite challenging to manage both with the shortage of teaching and non-teaching staff. No new appointments have been made since 1998 so the college is managing by recruiting Ad hoc teaching and non teaching staff.

**2.3.11 How does the institute monitor and evaluate the quality of teaching learning?**

Feedback forms filled by the students are analysed and further feedback is given to the concerned teachers. Internal quality assurance cell monitors and provides feedback.

Result analysis is done once the Internal and University exams are over.

Feedback and suggestions collected in the complain and suggestion box.

## 2.4 Teacher Quality

### 2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.							
Ph.D.			03	05			08
M. Phil.			00	01			01
PG			05	00	0		05
Temporary teachers							
Ph.D.					01		01
M. Phil.					01	00	01
PG					05	03	08
Part-time teachers							
Ph.D.						01	01
M. Phil.					00	00	00
PG							

The college prepares workload based on the student strength and number of divisions sanctioned by the university and Commissioner of Higher Education, Gujarat. The number of faculty member to be recruited depends on the workload of each individual college. This college being grant-in-aid colleges to fully depend upon on the Commissioner of Higher Education's office to fulfill its teaching and non-teaching vacant needs.

Since, 1998 the commissioner's office has yet to fulfill the state's need in most of the grantable college

### 2.4.2 How does the institution cope with the growing demand/ scarcity of qualified senior faculty to teach new programmes/ modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

The college fills up workload requirement every year, however as mentioned in point no.2.4.1,

It fully depends on commissioner's office to fulfill the teaching and non-teaching workload requirement. The college keeps on trying to get the vacant posts filled, however

till date five teaching posts as per their workload calculation are remaining vacant. The same

situation is in non-teaching vacant posts.

### 2.4.3 Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

#### (a) Nomination to staff development programs

Academic Staff Development Programs	Number of faculty nominated
Refresher courses	--
HRD programmes	--
Orientation programmes	--
Staff training conducted by the university	28

<b>Academic Staff Development Programs</b>	<b>Number of faculty nominated</b>
Staff training conducted by other institutions	--
Summer / winter schools, workshops, etc.	09

(b) Please give detail of faculty training programs organized by the institution.

- ❖ Teaching learning method / approaches: NIL
- ❖ Handling new curriculum : NIL
- ❖ Content / knowledge management : ONE
- ❖ Selection, development and use of enrichment materials: NIL
- ❖ Assessment :NIL
- ❖ Cross cutting issues: NIL
- ❖ Audio Visual Aids / multimedia: NIL
- ❖ OER's: NIL
- ❖ Teaching learning material development, selection and use: NIL

(c) **Percentage of faculty :**

- Invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies  
20.00%
- Participated in external workshops / Seminar / Conferences recognized by national / international professional bodies  
95.00 %
- Presented papers in workshops / Seminar / Conferences conducted or recognized by professional agencies  
90.00 %

**2.4.4 What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)**

The college always encourages the faculty members to present papers, attend seminars and workshops. The college also encourages them to undertake research work.

The faculty members have been utilizing UGC sponsored research grants for Minor Research Projects.

**2.4.5 Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.**

The faculty of the institution has many achievements to their credit, though they are yet

to receive any national or international awards for excellence in teaching.

**2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?**

The institution takes feedback from its students using questionnaires. On the basis of this feedback the Head of the institution gives analysis report to the concerned teacher. Thus it proves to be helpful in the evaluation of the teaching learning quality of the teacher. Thus, teacher can know his/her ability and weakness through this process and has got opportunity to improve his/her weakness.

## **2.5 Evaluation Process and Reforms**

### **2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?**

First year students are informed about the process of evaluation of the institute by the principal during the Induction meeting.

The stakeholders have been informed about the CBCS which has been in effect since 2011-12 and as a part of it the institution is supposed to do continuous evaluation of the students in form of assignments, class presentations and written internal exams.

At the beginning of the academic year, every teacher communicates to the students the evaluation methods followed by the university.

Tentative dates for Internal exams are planned by the Officiating Principal and it is confirmed after discussion in the meeting of examination committee.

The Internal exam time table is prepared by examination committee and displayed on the notice boards very much in advance to help the students in making plan for exam preparation.

The teachers inform the students about the distribution of marks as per the blue print given for each subject by the university. The students are also oriented about the pattern of the question papers in each of the subjects by their respective teachers and the same pattern is followed while setting papers for the internal examinations. These answer copies are evaluated by the teachers keeping the university evaluation process in mind. The teachers are available for students to clarify any doubts about any of these matters. The date for the submission of internal marks is decided. The results are displayed on the notice board for the students.

### **2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?**

#### **University Level**

In the year 2011-12 Gujarat University introduced the CBCS pattern and semester system for all the UG programmes.

The ratio of the weightage of marks in core compulsory/core elective and subject elective is 70% through External Exam and 30% through Internal Exam as per the university rule.

#### **College level**

Out of the 30 marks of the college internal exam, 15 marks are given on the basis of the marks obtained in the internal exams as per the rule and 15 marks on the basis of attendance, class presentation and assignments.

The college adopted the brown sticker pattern from the university to safeguard the identity of the student before assessment work begins. This leads to fair and transparent evaluation work.

The faculties provide Questions Banks, previous years' college and university exam papers for various subjects. The Internal exam and university exam papers are available in the Library also.



The college strictly adheres to the academic calendar of Gujarat University in deciding its internal exam dates and also follows continuous internal evaluation of every student.

**2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?**

For effective implementation of the evaluation reforms of the University and Institution the College does the following:

The question papers are set according to the university pattern. Students are briefed before the exam about the pattern of question paper.

The students are intimated of the implementation of above mentioned reforms by the Officiating Principal and the Examination committee through notice board and announcement.

The students are acquainted with the new paper style, evaluation scheme and the dates of examination.

The Internal exam copies are evaluated in time and the marks are displayed on the college notice board 08 days prior to University exam.

The computerized internal marks are checked before finally sending them to University.

**2.5.4 Provide details on the formative and summative evaluation approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.**

Formative evaluation takes place through classroom interaction, quiz, assignments, class presentation, one to one questioning, group discussion, attendance etc. The shortcomings of the students are addressed by the teacher in the class to some extent and also by recommending Remedial classes for them. Summative evaluation is through Internal and University examinations. The term-end examinations are conducted by the University.

**2.5.5 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the student's results/achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.**

The college monitors the performance of the students through continuous interaction, class tests, Internal and University examinations. The results are communicated to the students. If there is any shortfall in the performance of the students the matter is discussed in the Parent Teacher meetings for suggestions if any.

Suggestions from students about Teaching Environment, Library Support, Faculty Support and Quality are also taken and analyzed. Remedial classes are conducted by the college.

The academic performance is monitored by observing the students performance in the classrooms through discussions, interactions, class presentations and assignments.

The regularity of the students is monitored by taking attendance daily in every class.

After identifying their areas of interest in co-curricular and extra- curricular activities they are motivated and guided to join NSS, NCC, Saptadhara, Sports and Cultural activities.

The institution communicates the progress and performance of the students through display on the notice board, announcement in classroom, felicitation

function on Annual Day. The following is the Pass Percentage. **Result of last six years in the subjects of English, Gujarati, Hindi and Economics (Main Subjects taught in our college):**

2009-10

Class	Main Sub.	Per. %	Students Passed	Main Sub.	Per. %	Students Passed	Main Sub.	Per. %	Students Passed	Main Sub.	Per. %	Students Passed
FBA	ENG	72.22%	52/72	GUJ.	48.88%	109/223	HIN.	50.57%	89/176	ECO.	51.47%	35 /68
SBA	ENG	75.00%	39/52	GUJ.	78.77%	115/146	HIN.	74.44%	67/90	ECO.	71.43%	30 /42
TBA	ENG	85.07%	57/67	GUJ.	60.29%	82/136	HIN.	46.15%	54/117	ECO.	53.85%	21 /39

2010-11

Class	Main Sub.	Per. %	Students Passed	Main Sub.	Per. %	Students Passed	Main Sub.	Per. %	Students Passed	Main Sub.	Per. %	Students Passed
FBA	ENG	85.45%	94/110	GUJ.	58.16%	114/196	HIN.	46.15%	48/104	ECO.	42.30%	33/78
SBA	ENG	92.31%	36/39	GUJ.	83.87%	104/124	HIN.	79.57%	74/93	ECO.	89.74%	35/39
TBA	ENG	N.A.	N.A.	GUJ.	N.A.	N.A.	HIN.	N.A.	N.A.	ECO.	N.A.	N.A.

2011-12

Class	Main Sub.	Per. %	Students Passed	Main Sub.	Per. %	Students Passed	Main Sub.	Per. %	Students Passed	Main Sub.	Per. %	Students Passed
FBA SEM-I	ENG	76.92%	100 / 130	GUJ.	46.37%	115/248	HIN.	42.07%	61/145	ECO.	25.20%	31 / 123
FBA SEM - II	ENG	68.50%	87 / 127	GUJ.	57.78%	130/225	HIN.	63.49%	80/126	ECO.	50.91%	56 / 110
SBA	ENG	N.A.	N.A.	GUJ.	N.A.	N.A.	HIN.	N.A.	N.A.	ECO.	N.A.	N.A.
TBA	ENG	N.A.	N.A.	GUJ.	N.A.	N.A.	HIN.	N.A.	N.A.	ECO.	N.A.	N.A.

2012-13

Class	Main Sub.	Per. %	Students Passed	Main Sub.	Per. %	Students Passed	Main Sub.	Per. %	Students Passed	Main Sub.	Per. %	Students Passed
BA SEM-I	ENG	50.71%	71 / 140	GUJ.	40.82%	129/316	HIN.	25.81%	48/186	ECO.	32.45%	61 / 188
BA SEM-II	ENG	55.00%	66 / 120	GUJ.	37.85%	95/251	HIN.	33.58%	45/134	ECO.	28.15%	38 / 135
BA SEM-III	ENG	69.11%	85 / 123	GUJ.	61.76%	126/204	HIN.	31.90%	37/116	ECO.	36.45%	39 / 107
BA SEM-IV	ENG	67.24%	78 / 116	GUJ.	51.24%	103/201	HIN.	40.74%	44/108	ECO.	36.17%	34/94
TBA	ENG	787.66%	73/94	GUJ.	55.56%	80/144	HIN.	59.04%	49/83	ECO.	85.11%	40/47

2013-14

Class	Main Sub.	Per. %	Students Passed	Main Sub.	Per. %	Students Passed	Main Sub.	Per. %	Students Passed	Main Sub.	Per. %	Students Passed
BA SEM-I	ENG	79.13%	91 / 115	GUJ.	49.71%	174/350	HIN.	38.03%	97/255	ECO.	48.04%	98 / 204

BA SEM-II	ENG	N.A.	N.A.	GUJ.	N.A.	N.A.	HIN.	N.A.	N.A.	EC O.	N.A.	N.A.
BA SEM-III	ENG	59.20%	74 / 125	GUJ.	56.35%	142/252	HIN.	44.37%	63/142	EC O.	38.61 %	61 / 158
BA SEM-IV	ENG	70.37%	95 / 135	GUJ.	53.24%	148/278	HIN.	54.19%	84/155	EC O.	52.91 %	91 / 172
BA SEM-V	ENG	N.A.	N.A.	GUJ.	N.A.	N.A.	HIN.	N.A.	N.A.	EC O.	N.A.	N.A.
BA SEM-VI	ENG	89.29%	100/ 112	GUJ.	78.69%	144/ 183	HIN	78.00%	78/ 100	EC O.	76.40 %.	68/ 89

**2014-15**

Title of the Program (Final Year)	Total no. of students appeared	Division					
		Distinction	I	II	III %	Pass	Fail
B.A. (English)	94	--	3.90% 03	46.75% 36	49.35% 38	81.91% 77	18.09% 17
B.A. (Gujarati)	201	--	1.75% 02	25.44% 29	72.81% 83	56.72% 114	43.28% 87
B.A. (Hindi)	95	--	-- --	23.53% 12	76.47% 39	53.68% 51	46.32% 44
B.A. (Economics)	106	--	2.82% 02	25.35% 18	71.83% 51	66.98% 71	33.02% 35
B.Com. (A/c)	182	2.88% 04	14.39% 20	37.41% 52	45.32% 63	76.37% 139	23.63% 43
B.Com. (B.M)	31	--	--	20% 05	56.67% 19	76.67% 24	23.33% 07

Number of First, Second, Pass, Fail, ATKT, Reserved, Withheld and Absent Students.

		2008-09			2009-10			2010-11			2011-12			
		FBA	SBA	TBA	FBA	SBA	TBA	FBA	SBA	TBA	SEM-I	SEM-II	SBA	TBA
ENG.	DIST.										2	4		
	I			2	3	3	2	2	2		19	20		
	II			16	17	16	29	25	14		48	44		
	III			17	28	14	26	16	13		31	19		
	FAIL			4	15	7	5	16	3		29	39		
	ATKT				4	6		51	7					
	RES.				1									
	W.H.			5	1	5	5							
	A.B			2	3	1					1	1		
	<b>TOTAL</b>			<b>46</b>	<b>72</b>	<b>52</b>	<b>67</b>	<b>110</b>	<b>39</b>	<b>0</b>	<b>130</b>	<b>127</b>		<b>0</b>
GUJ.	DIST.													
	I			1	7	8		3	4		8	7		
	II			47	18	35	18	22	50		66	53		
	III			54	38	34	55	28	27		41	70		
	FAIL			57	101	23	49	75	11		129	93		
	ATKT				46	25		59	19					
	RES.				1	1	1	2	1					
	W.H.			14	1	14	8		3					
	A.B			7	11	6	5	7	9		4	2		

<b>TOTAL</b>				<b>180</b>	<b>223</b>	<b>146</b>	<b>136</b>	<b>196</b>	<b>124</b>	<b>0</b>	<b>248</b>	<b>225</b>	<b>0</b>	<b>0</b>
HINDI	DIST.													
	I			1	4	1	1	3	7		10	5		
	II			34	14	15	18	6	21		30	39		
	III			38	19	22	30	12	23		21	36		
	FAIL			39	71	18	60	50	11		81	41		
	ATKT				52	19		27	18					
	RES.					2	1		1					
	W.H.			4		8	4		4					
	A.B			7	16	5	3	6	8		3	5		
<b>TOTAL</b>				<b>123</b>	<b>176</b>	<b>90</b>	<b>117</b>	<b>104</b>	<b>93</b>	<b>0</b>	<b>145</b>	<b>126</b>	<b>0</b>	<b>0</b>
ECO.	DIST.													
	I			2	2			2	4		2	2		
	II			13	6	6	10	10	9		16	27		
	III			4	12	13	11	3	9		13	27		
	FAIL			3	27	9	13	32	4		89	50		
	ATKT				15	5		28	10					
	RES.					3								
	W.H.			3		3	4		3					
	A.B				6	3	1	3			3	4		
<b>TOTAL</b>				<b>25</b>	<b>68</b>	<b>42</b>	<b>39</b>	<b>78</b>	<b>39</b>	<b>0</b>	<b>123</b>	<b>110</b>	<b>0</b>	<b>0</b>

		2012-13					2013-14					
		SEM-I	SEM-II	SEM-III	SEM-IV	TBA	SEM-I	SEM-II	SEM-III	SEM-IV	SEM-V	SEM-VI
ENG.	DIST.	2	4	2	7				2			--
	I	14	15	17	45	3	10		17	5		06
	II	33	39	52	26	20	50		42	49		37
	III	22	8	14	37	41	31		13	41		45
	FAIL	60	54	35		21	24		47	39		12
	ATKT								1			
	RES.											
	W.H.					14						12
	A.B	9		3	1				3	1		
<b>TOTAL</b>		<b>140</b>	<b>120</b>	<b>123</b>	<b>116</b>	<b>99</b>	<b>115</b>	<b>0</b>	<b>125</b>	<b>135</b>	<b>0</b>	<b>112</b>
GUJ.	DIST.	2	1							1		--
	I	5	5	17	3	2	11		7	3		03
	II	55	38	76	41	37	80		65	52		45
	III	67	51	33	59	36	80		72	92		58
	FAIL	173	153	78	98	70	166		105	128		39
	ATKT											
	RES.											
	W.H.					8	3					38
	A.B	14	3			3	10		3	2		
<b>TOTAL</b>		<b>316</b>	<b>251</b>	<b>204</b>	<b>201</b>	<b>156</b>	<b>350</b>	<b>0</b>	<b>252</b>	<b>278</b>	<b>0</b>	<b>183</b>
HINDI	DIST.											
	I	6	4	1		1	7		1	3		01
	II	21	23	20	24	18	39		31	33		24

	III	21	18	16	20	23	51		31	48		30
	FAIL	130	88	76	64	33	153		73	70		22
	ATKT											
	RES.											
	W.H.					13						23
	A.B	8	1	3		5	5		6	1		
<b>TOTAL</b>		<b>186</b>	<b>134</b>	<b>116</b>	<b>108</b>	<b>93</b>	<b>255</b>	<b>0</b>	<b>142</b>	<b>155</b>	<b>0</b>	<b>100</b>
ECO.	DIST.						1					
	I	1	1	4		2	2		2	4		02
	II	23	22	27	16	15	28		37	36		18
	III	37	15	8	18	12	67		22	51		26
	FAIL	122	96	65	60	7	101		90	80		21
	ATKT											
	RES.											
	W.H.					12						22
	A.B	5	1	3		3	5		7	1		
<b>TOTAL</b>		<b>188</b>	<b>135</b>	<b>107</b>	<b>94</b>	<b>51</b>	<b>204</b>	<b>0</b>	<b>158</b>	<b>172</b>	<b>0</b>	<b>89</b>

		2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
		TBC	TBC	TBC	TBC	TBC	TBC	TBC
ACCOUNTANCY	DIST.	--	--	--	--	--	--	--
	I	43	13	26	31	33	36	24
	II	46	62	52	84	71	53	52
	III	38	40	34	33	34	51	63
	FAIL	31	36	21	41	33	12	43
	ATKT	--	--	--	--	--	--	--
	RES.	--	--	--	--	--	--	--
	W.H.	05	16	13	06	19	--	--
	A.B.	04	04	04	03	13	--	--
<b>TOTAL</b>		<b>167</b>	<b>171</b>	<b>150</b>	<b>198</b>	<b>203</b>	<b>152</b>	<b>182</b>
B.M.	DIST.	--	--	--	--	--	--	--
	I	--	--	01	01	01	02	--
	II	--	01	06	07	04	16	05
	III	02	02	02	06	03	19	19
	FAIL	03	01	08	13	19	09	07
	ATKT	--	--	--	--	--	--	--
	RES.	--	--	--	--	--	--	--
	W.H.	--	--	03	--	01	--	--
	A.B	--	--	01	--	02	--	--
<b>TOTAL</b>		<b>05</b>	<b>04</b>	<b>21</b>	<b>27</b>	<b>30</b>	<b>46</b>	<b>31</b>

		2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
		TBC	TBC	TBC	TBC	TBC	TBC	TBC
ACCOUNTANCY	DIST.	--	--	--	--	--	--	--
	I	43	13	26	31	33	36	24
	II	46	62	52	84	71	53	52

	III	38	40	34	33	34	51	63
	FAIL	31	36	21	41	33	12	43
	ATKT	--	--	--	--	--	--	--
	RES.	--	--	--	--	--	--	--
	W.H.	05	16	13	06	19	--	--
	A.B.	04	04	04	03	13	--	--
<b>TOTAL</b>		<b>167</b>	<b>171</b>	<b>150</b>	<b>198</b>	<b>203</b>	<b>152</b>	<b>182</b>
B.M.	DIST.	--	--	--	--	--	--	--
	I	--	--	01	01	01	02	--
	II	--	01	06	07	04	16	05
	III	02	02	02	06	03	19	19
	FAIL	03	01	08	13	19	09	07
	ATKT	--	--	--	--	--	--	--
	RES.	--	--	--	--	--	--	--
	W.H.	--	--	03	--	01	--	--
	A.B	--	--	01	--	02	--	--
<b>TOTAL</b>		<b>05</b>	<b>04</b>	<b>21</b>	<b>27</b>	<b>30</b>	<b>46</b>	<b>31</b>

**2.5.6 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioral aspects, independent learning, communication skills etc.**

In the year 2011-12 Gujarat University introduced the CBCS pattern and semester system for all the UG programmes.

The ratio of the weightage of marks in core compulsory/core elective and subject elective is 70% through External Exam and 30% through Internal Exam as per the university rule.

Out of the 30 marks of the college internal exam, 15 marks are given on the basis of the marks obtained in the internal exams as per the rule and 15 marks on the basis of attendance, class presentation and assignments. However, as per the Gujarat University guidelines no weightage is given for behavioural aspects, independent learning, communication skills etc.

The college adopted the brown sticker pattern from the university to safeguard the identity of the student before assessment work begins. This leads to fair and transparent evaluation work.

The answer books for the internal tests are preserved for one year after the University results are declared. Before submitting the internal marks to the university they are displayed on the notice board and the students are informed to report any discrepancy in marks to the Head of the Institution.

Rechecking and re totalling of answer sheets is also allowed.

**2.5.7 Does the institution and individual teachers use assessment/evaluation as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.**

The institution uses assessment and evaluation both as an indicator for evaluating students' performance. The students who excel in academics, sports or extra-curricular activities are appreciated. In some of the courses learning outcomes/objectives are provided in the syllabi. The faculty tries to ascertain whether the practical aspect of teaching is thoroughly delivered or not. Further the methods of assessment are given as under

- Imparting Foundation and Soft Skill related courses
- Class presentations

- Assignments
- Internal exams/University exams
- Seminars (at PG level)
- Projects (at PG level)
- Imparting Foundation and Soft Skill related courses  
Personality Development and Stress Management as soft skill courses and Time Management and Yoga and Meditation as Foundation courses are also taught.  
For employability and life skills the college teaches General Insurance, Company Secretary, Counseling Skills and Computer skills are taught.

### **2.5.8 What are the mechanisms for redresses of grievances with reference to evaluation both at the college and University level?**

#### **Redressal Mechanism at College Level:**

If the students are dissatisfied with their result in the Internal exam they are allowed to apply for rechecking by submitting the application to the Head of the Institution.

Such grievances are taken care of by the Head of the concerned department along with the subject teacher.

The H.O.D. gets the rechecking done and if there is any change in the result, it is rectified and conveyed to the Principal/Incharge and student concerned.

#### **Redressal Mechanism at University Level:**

If a student is dissatisfied with his/her result in the University Exam he/she can fill the prescribed application form in the college within the stipulated time of 15 days.

The college forwards the application to the University for necessary action.

Such answer sheets are reassessed by other examiners according to the rules of the University.

The result is declared by the University when the procedure of reassessment is over.

## **2.6 Student performance and Learning Outcomes**

### **2.6.1 Does the college have clearly stated learning outcomes? If 'yes' give details on how the students and staff are made aware of these?**

Yes, the institution has a clearly stated learning outcome which is reflected in the vision and mission statements. Keeping this in mind the following are prepared.

- Academic calendar prior to the commencement of the academic year listing out the various activities and the examinations.
- ☐ Teaching plans.
- ☐ Project work and study tours are arranged.
- ☐ Motivational programmes, extension lectures for the students and staff.

### **2.6.2 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?**

#### **Teaching, learning and assessment strategies**

Counselling for students

Remedial coaching classes for slow learners

Motivation for rank holders

Continuous Internal assessment programmes

Assignments and Class Presentations

Seminars and Projects at PG Level

The college structures the internal exams in such a manner to enable the students to give their best at the university level.

Guest lectures, field visits, competitions, cultural activities etc. are all planned and scheduled to add value to the learning process.

NSS, CWDC and Cultural Committee also contribute to the learning outcomes by organizing various activities

Creativity is enhanced by organizing a variety of programmes under Saptdhara.

Students have open access to the library. They are motivated to view SANDHAN program which are both value based and academic.

**2.6.3 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (quality Jobs, entrepreneurship, innovation and research aptitude) of the courses offered?**

The Institution has implemented the CBCS system which offers useful Core Elective/Subject Elective, Core Compulsory Courses, Soft Skills and Foundation Courses which are helping the students to build their overall personality which in turn helps the students to procure appropriate jobs.

Most of the Commerce students prefer self employment route. They start their own business establishments, SSI etc.

**2.6.4 How does the institution collect and analyze data on student learning outcomes and use it for planning and overcoming barriers of learning?**

Feedbacks taken from the students are statistically analyzed and planning is done to improve the quality of the education. Institution has formulated the following steps to overcome barriers in learning outcome.

Providing question bank, Internal and University question papers of past years  
Addressing the grievances

Encouraging students to write in the short and descriptive method

Emphasis on regularity and discipline of the students.

Remedial classes for slow learners and also counselling classes for weak students to improve their performance

Continuous evaluation through Class presentations, Assignments, Internal exams etc. help in the improvement of learning outcome

DELL/SCOPE functional English classes are conducted to improve their oral, written and conversational skills to help them to cope up with the subject.

**2.6.5 How does the institution monitor and ensure the achievement of learning outcomes**

To monitor the achievement of learning outcome the college adopts the following:

- Co-curricular activities are executed
- The IQAC of college has a set mechanism to monitor the students' learning outcomes.
- Attendance is compulsorily taken for every lecture.
- The class presentations and assignments are valued within a short duration and the marks are recorded, which acts as a ready reckoner for the academic progress of the students. Results of Internal exams are recorded every semester.
- The slow learners are taken care of by the faculty in counselling cell. Remedial programs are arranged for slow learners.
- Library register is monitored to know about the student's interest in academic activities.



- The faculty members are encouraged to conduct surprise tests, quiz to monitor the academic progress of students.
- Result is shared with the teacher and parents to improve the performance of the students.

**2.6.6 What is the graduate attributes specified by the college/affiliating university? How does the college ensure the attainment of these by the students?**

The institution conveys its desires and expectations to its students in the Induction Meeting as they are admitted to the college. They are also explained the vision, mission and objectives of the institution which also delivers its expectations and the intentions.

In the UG and PG programs in addition to teaching and learning the institution stresses on value based education and tries to develop in them a desire to provide social service to the society. The college endeavors to make them responsible citizens by motivating them to take part in NCC, NSS, CWDC, cultural and extension activities which also help in developing the overall personality of the students

The college ensures the attainment of these attributes by constantly focusing itself on the vision, mission and objectives, and the expectations of NAAC, Gujarat University and the governing body.

The governing body monitors the progress of the students by taking feedback.

### Criterion - III

#### Research, Consultancy and Extension

##### 3.1 Promotion of Research

##### 3.1.1 Does the institution have recognized research center/s of the affiliating University or any other agency/organization?

No, the college is not a recognized research centre of Gujarat University or any other agency. It has been given recognition only to run UG and PG Courses.

One Faculty member from the department of English is a recognized Ph. D supervisor.

Whatever circulars regarding seminars, conferences, symposia or workshops received

by the institution are circulated in the staff room. Thus faculty is informed about the new trends and developments in research for their research areas.

##### 3.1.2 Does the Institution have a research committee to monitor and address the issues

of research? If so, what is its composition? Mention a few recommendations made

by the committee for implementation and their impact.

Yes. A research committee has been established which handles the matters related to research work. At present the following are its members:

Members (1) Dr.N.K.Rai, (2) Dr.S.H.Desai, (3) Dr.N.P.Modi, (4)Dr.B.R.Bodar,(5)Dr.A.M.Sharma,(6) Dr.V.A.Choudhari.

##### Recommendations made by the committee for implementation and their impact:

Recommendation	Impact
Honouring faculty members for obtaining and Ph.D. degree and guideship	Faculty members who obtained Ph.D. degree and guide ship are honoured
To develop research aptitude among faculty members	The faculty members have presented their research papers regularly in national / state/International level conferences.
To encourage faculties to pursue M.Phil., Ph.D. degree and Guide ship.	One faculty member is a recognized research guide. Presently we have Nine Faculties with Ph.D. Two faculties have completed their Minor Research Projects
Encourage faculty to attend and present Maximum number of papers in seminars and conferences	Faculty members have attended 93 and presented 125 papers at state, national & at international level conferences/seminars and workshop.
To publish more research papers	During last five years 25 research papers have been published by teachers.
To increase the research facilities	Computer and internet facilities are made available

##### 3.1.3 What are the measures taken by the institution to facilitate smooth

**progress and implementation of research schemes/projects?**

- autonomy to the principal investigator
- timely availability or release of resources
- adequate infrastructure and human resources
- time-off, reduced teaching load, special leave etc. to teachers
- support in terms of technology and information needs
- facilitate timely auditing and submission of utilization certificate to the funding authorities
- Any other

The measures taken by the institution to facilitate smooth progress and implementation of research schemes/projects

- autonomy to the principal investigator - Yes
- timely availability or release of resources- Yes
- adequate infrastructure and human resources- No
- time-off, reduced teaching load, special leave etc. to teachers- No
- support in terms of technology and information needs - Yes
- facilitate timely auditing and submission of utilization certificate to the funding authorities – Yes
- Any Other -

To facilitate smooth progress and implementation of research scheme/project:

Independence is given to the teacher engaged in research work.

Efforts are made to make available all the equipments for research work.

The college is experiencing shortage of manpower resource due to government policy.

The facility of computer and internet is made available in staff room. .

Honouring the faculty members who have obtained Ph.D degree

**3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?**

The Gujarat University has made it compulsory for PG students to prepare Seminars at MA level. However, at MCom Research Project is optional but the college has made it compulsory for Paper COM 511 PT- Project.

The University had introduced Research Methodology as a compulsory paper at TBcom (Advance BM) in the year 2012-13.

Students are informed about the research carried out by faculty members, which works as inspiration.

All this helps in developing scientific temper and research culture and aptitude among students.

**3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.**

**Faculty members recognized research guide in different universities and actively engaged in research :**

Sr.No	Name of the Guide	Subject	University	No.of Ph.D Students working	No. of Students Awarded Ph.D
1	Dr. Neeta Modi	English	Pacific University	---	01

Faculty members who completed their Ph.D in last two years

Sr. No.	Name and Department	Title of the Thesis	Name of University Registration No. & Date	Name of the Guide
1	Prof. Rizwana S Saiyad Psychology	A Study of Self Concept, Mental Health and Adjustment in Relation to Habitat and Gender of Adolescent from Dahod District	Pacific University Udaipur (Raj.) PU-11-9204 15/02/2012	Dr. S M Kaji
2	Prof. D B Muniya History	Important Folk Fairs of Dahod and Panchmahal District- A Study	Saurashtra University Rajkot 01/01/2012, Reg No. 4802	Dr. Praffullaben J Rawal
3	Prof. Aparna Agnihotri Hindi	Kamleshwar Ke Upanyas Mein Yug Chetna Aur Adhunik Bodh	Pacific University Udaipur (Raj.) PU-11-9137 15/02/2012	Dr. J C Rajput
4	Manjeetsing Bhandari Dept.of Physical Education	A comparison of sports stress and personality traits among sports college, sports hostel and stadium Badminton Players of Gujarat	Sainath University Jharkhand, Reg.No.1250101796, date: 11-July-2012	Dr.Abhay Singh

**Faculty members engaged in Ph.D**

1.	Prof. V P Dhandhukia Commerce	A Study of Identification of HR Practices in Small Scale Industries in Dahod District	Pacific University Udaipur(Raj.) PU-12-6290 04/03/2013	Dr. H A Hasan
2.	Prof.B C Chaudhari Library	Evaluation of Human Resources Development in Information Communication Technological	Shri J. J. T University Jaipur (Raj.) Reg. No.- 15913027, dated-15-9-2013.	Dr. Sanjiv Sharma

**Faculty members who have completed their Ph.D in the last 5 years:**

Sr. No.	Name and Department	Title of the Thesis	Name of University Registration No. & Date	Name of the Guide
1	Dr. N K Rai Accountancy	A Study of Operational Efficiency of Urban Co-operative Banks in Gujarat	Kachchh University Reg.No-119.Date29-8-2009.	Dr. Sandip K Bhatt
2	Dr. A M Sharma English	A Mythological Probe into Works of Stephen Gill	Ansted University Reg.No.-19710701 01/10/2008	Dr. Roger Howe

**Ongoing/Completed Minor/ Major Research projects:**

Sr. No.	Minor/Major Projects	No. of Projects Applied	No. of Projects ongoing	No. of Projects completed
1	Minor	11	-	02
2	Major	--	-	-

**PG Project Work (2011-15):**

Sr.No	Name of the Faculty	Subject	University	No.of MCom Students guided
1	Prof. R M Electricwala	Accountancy	Gujarat University	118
2	Dr. N K Rai	Accountancy	Gujarat University	119
3	Prof. K H Elavia	BM	Gujarat University	03
4	Prof. B K Patel	Accountancy	Gujarat University	03
5	Dr. H A Hasan	Accountancy	Gujarat University	03

**3.1.6 Give details of workshops/ training programmes/ sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.**

The Knowledge Consortium of Gujarat had conducted a two day workshop for capacity building in terms of research and imbibing research culture among the staff in 2012.

**3.1.7 Provide details of prioritised research areas and the expertise available with the institution.**

We do not have any authorized research centre but our faculty members are involved in the research at individual level for M.Phil/PhD programmes. Apart from these majority of the faculty members have presented research papers in seminars and conferences.

**3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?**

A two day workshop regarding preparation of Major/Minor Project work was organized by Knowledge Consortium of Gujarat.

**3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?**

NIL

**3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land)**

The college takes up various initiatives in creating awareness among students and teaching community. Two Minor Projects have also been completed in the last five years. Two faculty members have been guiding

M.Com students for their Project work and one Faculty member is a recognized Ph.D supervisor.

### 3.2 Resource Mobilization for Research

#### 3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.

There is no fixed budget for research. However, the College sanctions funds when there is a need.

#### 3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

No, there is no provision for seed money.

#### 3.2.3 What are the financial provisions made available to support student research projects by students?

As this a grantable college the annual maintenance grant given to the college does not have any budget to support the above mentioned financial aid to student research projects.

Therefore there is no provision to financially support student research projects. The M.Com students who take up Project work do it with the help of their own resources.

#### 3.2.4 How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.

None of the faculty has undertaken inter-disciplinary research work so far.

#### 3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

The college has a very good library and majority of the faculty and students have utilized it in the best possible manner.

Library facilities are also provided to faculty and research students from other institutes with prior permission.

#### 3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.

No

#### 3.2.7 Enumerate the support provided to the faculty in securing research funds from

various funding agencies, industry and other organisations.

Provide details of ongoing and completed projects and grants received during the last four years.

Nature of the Project	Duration Year From To	Title of the project	Name of the funding agency	Total grant		Total grant received till date
				Sanctioned	Received	
Minor projects Prof.AM Sharma	2009-10	Feminist Study of Panchatantra	UGC	56000/-	48000/-	
Dr. H A Hasan	2009-10	Analytical Study of Local Self Govt in Gujarat	UGC	40000/-	25000/-	

<b>Dr. Neeta Modi</b>	2011-12	Power & Evil in H P Novels	UGC	75000/-	75000/.	75000/-
<b>Major projects</b>	--	--	--	--	--	--
<b>Interdisciplinary projects</b>	--	--	--	--	--	--
<b>Industry sponsored</b>	--	--	--	--	--	--
<b>Students' research projects</b>	2011-14 (120 Students)	M.Com Sem IV Paper 511	--	--	--	--
<b>Any other ( specify)</b>	--	--	--	--	--	--

### **3.3 Research Facilities**

#### **3.3.1 What are the research facilities available to the students and research scholars within the campus?**

The institution provides following facilities for research development such as:

- Computer Lab with internet facility.
- Library.
- Reading Room.

#### **3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?**

**Faculty members are encouraged for:**

Taking up PhD work .

Major and Minor research projects .

Participating in self up-gradation programmes viz. Seminars, Workshops etc.

#### **3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities?? If 'yes', what are the instruments/ facilities created during the last four years.**

No, the institution has not received any special grants or finances for developing research facilities.

#### **3.3.4 What are the research facilities made available to the students and research scholars outside the campus / other research laboratories?**

Two of our faculty members (Department of English & Commerce) are recognized Ph.D. Guides of Pacific University, Udaipur, Rajasthan.

#### **3.3.5 Provide details on the library/ information resource centre or any other facilities available specifically for the researchers?**

Our library has facilities like Internet, Computer, Printer, etc. It subscribes to research journals from Humanities and Commerce which help the researchers. Reference books from various subjects are helpful to the faculty and student while carrying out research work.

#### **3.3.6 What are the collaborative researches facilities developed / created by the research institutes in the college? For ex. Laboratories, library, instruments, computers, new technology etc.**

No research institute has developed/created the collaborative research facilities in our college.

### **3.4 Research Publications and Awards**

#### **3.4.1 Highlight the major research achievements of the staff and students in terms of**

- \* **Patents obtained and filed (process and product)**
- \* **Original research contributing to product improvement**
- \* **Research studies or surveys benefiting the community or improving the services**
- \* **Research inputs contributing to new initiatives and social development**

- Patents obtained and filed (process and product): Nil
- Original research contributing to product improvement: Nil
- Research studies or surveys benefiting the community or improving the services: Nil
- Research inputs contributing to new initiatives and social development

One of our faculty members has done her research in the area of Psychology wherein her studies are related to self concept, mental health and adjustment in relation to habitat and gender of adolescence. Her research inputs indicate that the adolescent should be encouraged and guided to find solution to their adjustment problems to become balanced individuals. They must be taught to think logically and critically about what they know, go hand in hand with helping them to master particular skills. As adolescent's mind matures the education school, teachers and parents provide change accordingly.

This study has been helpful in identifying the causes of maladjustment in adolescents and to guide them correctly.

**3.4.2 Does the Institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?**

No

**3.4.3 Give details of publications by the faculty and students:**

- \* Publication per faculty
- \* Number of papers published by faculty and students in peer reviewed journals (National / international) **12**
- \* Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)---**12**

- Monographs : **01**
- Chapter in Books : **17**
- Books Edited : **02**
- Books with ISBN/ISSN numbers with details of publishers-**05**(publishers name given in evaluative report of each dept.)
- Citation Index- **Nil**
- SNIP- **Nil**
- SJR- **Nil**
- Impact factor- **Nil**
- H-index- **Nil**

**3.4.4 Provide details (if any) of Research awards received by the faculty**

- \* **Research awards received by the faculty**
- \* **Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally**



- \* **Incentives given to faculty for receiving state, national and international recognitions for research contributions.**
  - Research awards received by the faculty: NIL
  - Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally: NIL
  - Incentives given to faculty for receiving state, national and international recognitions for research contributions: NIL

### **3.5 Consultancy**

#### **3.5.1 Give details of the systems and strategies for establishing institute-industry interface?**

Right now we don't have such formal system and strategies for establishing institute –industry interface but we are planning for it.

In September 2014 the college had conducted a study cum industry tour wherein the faculty and students visited Mundra Port at Kuchch, Gujarat.

The students visited the historical places Champaner and Bavka. A trip to Ratanmahal bear sanctuary was also organized to create environmental awareness among them.

#### **3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?**

There is no stated policy of the institution to promote consultancy hence there is no scope for providing consultancy.

#### **3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?**

The institution encourages the staff to utilize their expertise and available facilities.

However Dahod town has very few small scale industries with rudimentary technology hence there is no scope for providing consultancy services.

#### **3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.**

Nil

#### **3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development**

As we are in tribal region there is no industrial development around Dahod town and district hence the college does not have a stated policy towards consultancy and sharing of income generated through it.

### **3.6 Extension Activities and Institutional Social Responsibility (ISR)**

#### **3.6.1 How does the institution promote institution-neighborhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?**

The institution promotes institution-neighborhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students in the following manner:

The college is located in Dahod District which is a tribal area and 70% of the population belongs to SC/ST. The college contributes towards the welfare of Indian society and especially Dahod.

It is the vision of this college to bring about over all development of the students so that they can meet the challenges of life and in turn contribute towards local and national development.

It is also our vision to uplift the tribal and weaker section of our students. Keeping the above points in view we have undertaken the following

- Extension activities are made an integral part of the curriculum.
- Blood donation by student
- Road Safety and Traffic awareness programme
- Organized anti – tobacco campaign, Human Rights Day, International Women’s Day.
- Create awareness on global warming, save water, save the girl child, save energy, removal of blind beliefs, HIV Aids, voting in election etc.
- Conducted Yoga and health awareness programs
- Organized General Knowledge quiz
- To inculcate the value of giving service to the society our NSS wing has undertaken few programs like forming Red Ribbon club which in turn educates people in distant rural area about the issues of HIV Aids. NSS wing has also formed a youth club in Association with SAHAJ which is an NGO empowering woman in rural areas.

CWDC wing of our college has undertaken the following extension activities for the women welfare.

- The coordinator of the CWDC and the college girl students formed separate team, visit the rural areas and try to help the women folk in various ways like making them understand the importance of pure drinking water, eating nutritional food, following healthy family planning practices, explaining to them the importance of basic health hygienic and education.

For the holistic development of students lectures are arrange time to time.

### **3.6.2 What is the Institutional mechanism to track students’ involvement in various social movements / activities which promote citizenship roles?**

We track students’ involvement through the enrolment of the student in various social schemes like, NSS, NCC, Saptdhara, Red Ribbon Club and Youth Club. Regular activities through their extension programs are some of the mechanisms used by the institution to track the student involvement in community activities.

The institution has an NSS unit under which the following activities are organized to

track students’ involvement:

- Thalessemia and AIDS Awareness Programme
- Removal of Superstitions among the village.
- Blood Donation Camp
- Adult Literacy Program
- Save Water Awareness Programme
- Environment Awareness Programme
- Creating awareness about RTI

The institution has CWDC (Collegiate Women’s Development Cell) under which the following activities are organized to track the students’ involvement:

- Prevention of Domestic Violence
- Sickle Cell check up program
- Awareness Programme on Law regarding Dowry System
- Creating awareness about women empowerment

Enrolment of students in Saptadhara Programs initiated by the Government of

Gujarat under which various programmes are organized which promote involvement of students in social movement and citizenship role.

**3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?**

The institution solicits stakeholder perception on the overall performance and quality of the institution as follows:

- Students' feedback forms
- Direct interaction with the students
- Meeting with the staff
- Parents' feedback
- Meeting with the parents
- Meeting with the Alumni (Interaction)

**3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programs and their impact on the overall development of students.**

The institution plans and organizes its extension and outreach programs as under:

- The students are given detailed information about NSS/NCC/CWDC activities and their importance during the Induction Meeting in the beginning of the year.
- NSS/NCC/CWDC organize a meeting with the interested students and enrol them for the same
- The calendar for the regular NSS/NCC/CWDC activities is prepared.
- Various committees consisting of the NSS/NCC/CWDC students and coordinator are formed to organize various activities.
- Program officer/in charge monitors and reviews the activities.

**Budget Details**

The following is the Budgetary details of NSS from 2009-10 to 2013-15. The Expenditure is done towards extension and outreach program.

<b>Academic Year</b>	<b>Expenditure Done and Approved</b>
2009-10	13,500
2010-11	22,500
2011-12	22,500
2012-13	22,500
2013-14	22,500
2014-15	22,500

The institution has an NSS unit under which the following activities are organized to track students' involvement:

- Thalessemia and AIDS Awareness Programme
- Removal of Superstitions among the villagers.
- Blood Donation Camp
- Lectures on Role of Women in society and Role of Youth in National Social Services
- Cancer Awareness Program
- Adult Literacy Program
- Save Water Awareness Program
- Environment Awareness Program

- Adoption of a village to create awareness there
- Creating awareness about RTI

### **NCC Activities**

The NCC Wing is not allocated exclusive Budget by CHE office /Gujarat university for Performing extension and outreach programs, however the NCC wing of our college has performed the given below activities and in the year 2014-15, The NCC Cadets visited Tindori Village ( neighboring Village) and Educated the Villagers about Malnutrition and its side effects. On world Diabetes Day NCC Cadets, assembled at city police ground and Educated People about the precautions to be taken to avoid diabetes.

- Tree plantation.
- Campus cleanliness drive.
- Participation of cadets in Pulse Polio Program.
- Conducted Traffic Safety Week.
- Conducted Camps like ATC, NTC, AAC, NIC, RDC/TSC.

The institution has CWDC (Collegiate Women's Development Cell) under which the following activities are organized to track the students' involvement:

- Prevention of Domestic Violence.
- Sickle Cell check up program.
- Awareness Program on Law regarding Dowry System.
- Creating awareness about women empowerment.

The CWDC is also not allocated exclusive budget towards performing extension and outreach programmes.

Enrolment of students in Saptadhara Programs initiated by the KCG, Government of Gujarat under which various programmes are organized which promote involvement of students in social movement and citizenship role.

The immediate impact of these extension and outreach programs is that we find a very good transformation in the personality of the students who become self motivated to provide social service to the society in general.

They learn dignity of labour and try to bridge the gap between rural and urban culture.

They realize the moral values of life.

### **3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?**

The College encourages the students to join NSS, NCC and Sports. College also appreciates their participation and achievements in various activities by giving prizes, award and certificate.

The "Best Cadet" in NCC and "Best volunteer" in boys and girls are announced and honoured in annual function.

The institution orients the student about extension activities. The importance of these activities and how they help in their overall development is explained to them. The students are encouraged to take up various extension activities by allowing relaxation in classroom attendance and providing special guidance as and when needed.

They are awarded certificates, medals, cash prizes etc.

The faculty are encouraged for participating in extension activities by rendering support as and when needed.

Both the NSS program officer and NCC officer are given full freedom to organize camps and perform duties of national integration these activities are encouraged and supported by all the staff members.

**3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?**

The college has 70% SC, ST students who are provided government scholarship, bus pass and support of Remedial teaching. They are also given counselling for higher studies and job availabilities in public sectors. Extension activities are arranged by the institution to make the students aware of the conditions of the underprivileged and to motivate them to action. The students have been taken to institutions like Blind Welfare School, orphanages etc.

Details of extension work are given in 3.6.4

**3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.**

The vision, mission and objectives of our college inspire the students to go in the direction of giving social service in the neighboring areas of our college. The students' bent of mind is automatically tilted towards good values of life. The impact of all this is so tremendous that some of the students after their graduation work with NGOs or in the field of rural development.

**3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?**

The institution encourages communities to participate in the extension activities. This has resulted into both community- institution networking and development. The local villagers are consulted and through informal talks it was found that they required solution regarding health and water issues.

Every year the NSS unit adopts a neighbouring village and involves it in all the activities like save the girl child, de addiction drive, removal of blind beliefs, teaching self defence to women, adult literacy, save water, save energy, cleanliness and hygiene.

The local people are encouraged to participate during tree plantation, blood donation, voting awareness, pollution free environment etc

The college tries to make the society aware of social and health problems like female foeticide, dowry system, environment protection, consumer protection awareness, anti corruption, HIV awareness, anti tobacco and cleanliness awareness etc. All the above activities and initiatives by the institution encourage community participation in its activities.

**3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.**

- The college actively participated in blood donation camps organized by Indian Red Cross Society
- General medical check - up of the students is held by the panel of doctors, Gujarat University.
- Under Swarnim Gujarat(Government of Gujarat) initiative called "Samudayik Seva Prakalpa" the college had undertaken a number of extension and outreach programs.
- Yoga training programme is arranged every year by the college Physical instructor.

**3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.**

Nil

**3.7 Collaboration**

**3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.**

A study tour was conducted to Mundra Port, Kuchchh wherein the faculty and students gained knowledge of import export procedures, understanding of power generation and oil refinery.

The students gained on hand experience from their visit.

**3.7.2 Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.**

We do not have any MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/industries/Corporate (Corporate entities) etc.

as we are based in a remote tribal area.

**3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/ new technology /placement services etc.**

The college has received and utilized various UGC grants under X and XI plan towards college development and infrastructure like equipment, books, journals, maintenance of equipment, improvement of facilities in existing premises, women's hostel, Remedial classes etc.

The government of Gujarat has established DELL/SCOPE to improve the English proficiency among staff/students

**3.7.4 Highlighting the names of eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the college during the last four years.**

A National level conference was organized by the institution in July 2012. It was sponsored by Commission for Scientific and Technological Terminology (MHRD, New Delhi)

**3.7.5 How many of the linkages/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated –**

- a) Curriculum development/enrichment
- b) Internship/ On-the-job training
- c) Summer placement
- d) Faculty exchange and professional development:
- e) Research
- f) Consultancy:
- g) Extension:
- h) Publication
- i) Student Placement:
- j) Twinning programs

k) Introduction of new courses

l) Student exchange

m) Any other

No, we do not have any of the linkages/collaborations mentioned above.

**3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/collaborations.**

Nil

**Criterion – IV**  
**Infrastructure and Learning Resources**



**Criterion - IV**  
**Infrastructure and Learning Resources**

**4.1 Physical Facilities**

**4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?**

The college has very well equipped infrastructure since its establishment. The details of its infrastructure are mentioned in 4.1.2. The founder member had a very good vision and hence till date in spite of the increasing number of students the issue pertaining to accommodating the students in the class has not become so severe. The college has utilized UGC grant under XI plan and has completed the construction of women's hostel and the construction work of auditorium is in progress.

With the consultation of the management, alterations in the infrastructure are made whenever necessary.

**4.1.2 Detail the facilities available for**

a) **Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.**

b) **Extra –curricular activities**

The college has below given infrastructural facilities to conduct ) Curricular, co-curricular and extra –curricular activities:

(a) **Curricular and co-curricular activities**

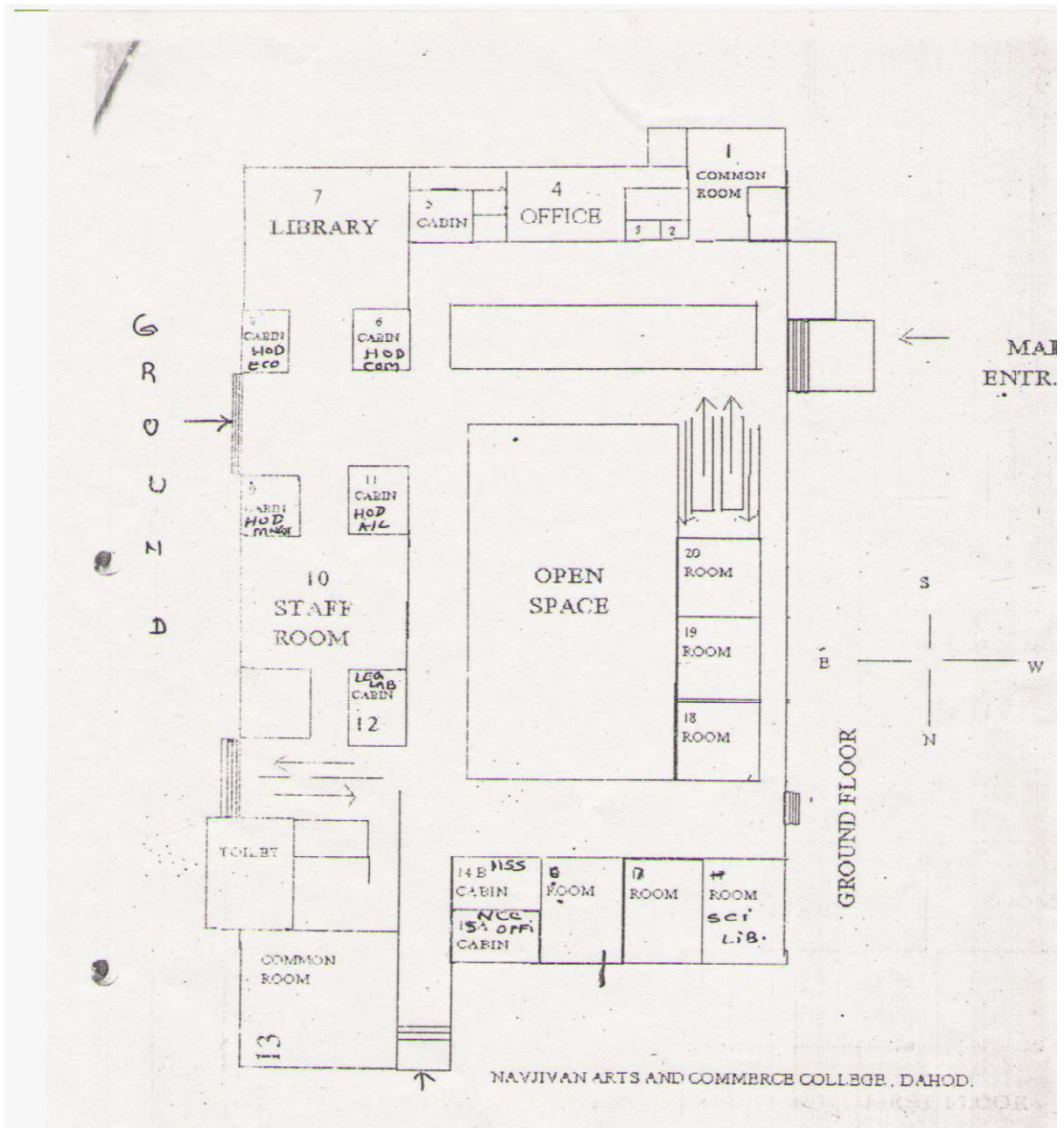
Sr. No.	Particulars	No. of Rooms
1	Class rooms AV Room	21 01
2	Computer Laboratory	01
3	Examination Room	01
4	Seminar hall/Auditorium	Work in progress
5	Office	01
6	Departmental cabins	06
7	Library	01
8	Digital Educational Learning Laboratory(DEL)	01
9	Distance education Study Centres IGNOU & BAOU	02
10	Women's Hostel	01
11	Staff Room	01
12	UGC Network Resource Centre	01
13	Girls' Common Room	01
14	Principal's Office	01
16	Reading Room	01
17	Covered Parking	02

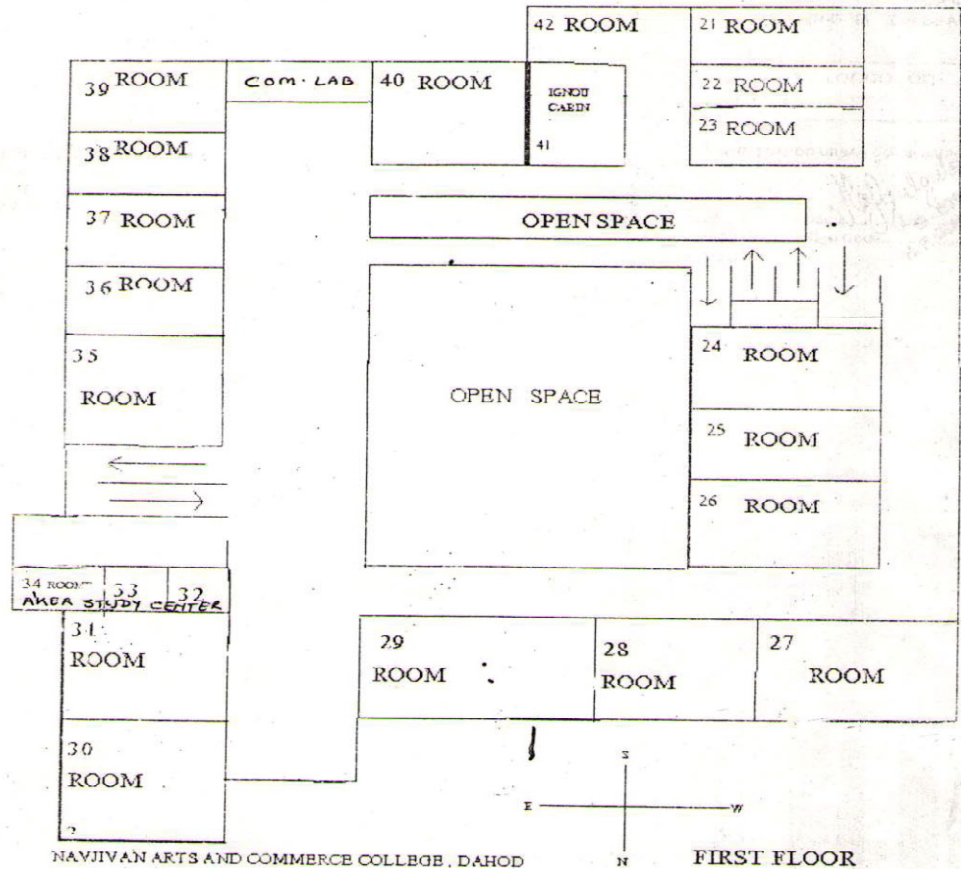
b) **Extra –curricular activities**

Sr. No	Facility	Availability
1	NCC Room	Available
2	NSS Room	Available
3	CWDC Room	Available

4	Public Speaking Space	Available
5	Sports Ground	Available
6	Indoor Games Space	Available
7	Health & Hygiene Space	Available

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution/ campus and indicate the existing physical infrastructure and the future planned expansions if any).





The college is utilizing its available infrastructure in the optimum manner to facilitate its optimum growth. The college has enhanced its infrastructural facilities by installing CC TV cameras, makes addition in books and journal and other equipment.

The college which was constructed in the year 1969-70 has been built in such a manner that it accommodates the present day student strength.

The college has utilized UGC schemes under XI and XII plan. Under the XI plan of UGC the college has utilized Merged Scheme, College Development Scheme and UGC Additional Grant. Under the Merged Schemes the college has utilized:

### 11th Plan College Development Grant

Items	Grants Received	Amount Utilised
Books & Journals	3,50,000	3,61,563
Equipment	3,00,000	4,01,204
Maintenance of Equipment	1,00,000	1,03,050
Improvement of Facilities	1,00,000	1,11,620
Education Innovation	37,808	38,511
	<b><u>8,87,808</u></b>	<b><u>10,15,948</u></b>

### 11<sup>th</sup> Plan Merged Scheme

Items	Grants Received	Amount Utilised
College Located in Tribal Areas	2,00,000	2,02,000
College with Relatively Higher Proportion of SC/ST/OBC	1,20,000	1,32,000
College in Backward Areas Books	3,00,000	3,05,434
UGC NRC	2,46,600	2,50,150
Remedial Coaching	4,80,000	4,87,534
Career and Counseling Cell	1,20,000	1,25,899
	<b><u>14,66,600</u></b>	<b><u>15,03,017</u></b>

The college has received two categories UGC Grants under the XII plan

a. Grant –in- aid (31)

b. Capital Assets (35)

Under the Grant –in- aid (31) the college has received grant towards maintenance facility to service its photocopier, TV, water cooler and fans. Total is equal to 128000/.

Extension Activities- 80000/

Study tours-50000/

Under the capital assets college has received a sum of Rs. 550000/ towards books, journals and equipment.

Explanation and table for 4.3.4 and 4.4.1, also try to establish the initiative of the governing body and the institution to spend on its infrastructural requirements.

#### **4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?**

The Institution has very few students with disabilities. But whenever such students are admitted, all the help is extended to them.

Though there is no separate facility for physically disabled students, care is taken to meet with their needs by making seating arrangements on the ground floor during examination.

The library facility is also provided to them in the Library located on the ground floor.

The facility of the ramp to physically disabled students is provided in the building of the college.

Faculty provides good motivational support to such students.

#### **4.1.5 Give details on the residential facility and various provisions available within them:**

- Hostel Facility :
- Recreational facilities, gymnasium, yoga center, etc.

- Computer facility including access to internet in hostel
- Facilities for medical emergencies
- Library facility in the hostels
- Internet and Wi-Fi facility
- Recreational facility-common room with audio-visual equipments
- Available residential facility for the staff and occupancy Constant supply of safe drinking Water
- Security
- **Hostel Facility :**  
The college has women's hostel facility.
- **Recreational facilities, gymnasium, yoga center, etc.**  
The college offers indoor and outdoor sports facility and does not have a separate gymnasium or yoga centre. However it conducts yoga classes.
- **Computer facility including access to internet in hostel**  
The college does not have internet access in women's hostel.
- **Facilities for medical emergencies**  
The government of Gujarat has offered 108 as an emergency medical service which operates throughout Gujarat. On a single phone call the services are made available very swiftly to meet any nature of medical facilities. The government and railway hospitals are in close vicinity of our college.
- **Library facility in the hostels**  
The women hostel of our college does not have library facility.
- **Internet and Wi-Fi facility**  
Internet facility is made available to faculty members in staff room and to the NAAC coordinator and IQAC Incharge, UGC Incharge, college office ,computer lab DELL, Principal's chamber and library.
- **Recreational facility-common room with audio-visual equipments**  
The common room does not have recreational facility barring audio –video facility however sufficient number of newspapers are regularly put in the common room for staff.
- **Available residential facility for the staff and occupancy and constant supply of safe drinking Water**  
The staff has managed its own residential arrangement. In grantable colleges the staff is not transferred hence some of the faculty members own houses whereas few others stay in decent rental accommodation. During college hours safe drinking water facility is made available to students and staff.
- **Security**  
The college has arranged a watchman for night security and during college hours the peons vigilantly supervise the students' activities.

#### **4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?**

The college provides first aid service to the staff and students within the premises. In case of emergence on call doctor facility is available. Dahod town has all kinds of specialty doctors within close vicinity of college. Yearly medical checkup of First year BA/BCom students is also undertaken and the students are immediately reported to take further treatment in case of a serious health problem. The college has conducted Thalessemia and Rubella vaccination camp.

**4.1.7 Give details of the Common Facilities available on the campus – spaces for special units like IQAC, Grievance Redressal unit, Women’s Cell, Counseling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.**

Sr. No.	Common Facilities Available on Campus	Location of Facility Provided
1	IQAC	IQAC Coordinator’s Room
2	Grievance Redressal Cell	Principal’s Chamber
3	Women’s Cell	CWDC Cell
4	Counseling & Career Guidance Cell	Counseling & Career Guidance Room
5	Placement Unit	Exclusive place not available
6	Health Centre	Separate space not available
7	Canteen	Inside College campus
8	Recreational spaces for staff and students	College campus
9	Safe drinking water facility	College campus
10	Auditorium	Work in progress

**4.2. Library as a Learning Resource**

**4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?**

Yes, the Library has an Advisory Committee. It comprises of the following:

Serial No.	Name	Designation
1	Prof. B C Chaudhary	Officiating Principal & Librarian
2	Prof. R M Electricwala	Head , Department of Accountancy
3	Prof. K H Elavia	Head , Department of Business Management
4	Prof. P P Valand	Head , Department of Economics
5	Prof. G G Sangada	Head , Department of Sanskrit
6	Dr. S H Desai	Head , Department of Gujarati
7	Dr R S Saiyed	Head , Department of Psychology
8	Dr. N P Modi	Head , Department of English
9	Dr. B R Bodar	Head , Department of Hindi
10	Dr. D B Muniya	Head , Department of History

The Committee has given important suggestions to the Principal to make the Library user friendly.

On periodical basis the committee does the following:

- Helps in selection and purchase of books, magazines and journals.
- Provides suggestion to improve the infrastructure of the library
- Provides suggestion in policy making decisions of the library
- Resolves students’ difficulties
- Provides suggestions for the development of the library
- Helps in other activities of the library

**4.2.2 Provide details of the following:**

- **Total area of the library (in Sq. Mts.)**
- **Total seating capacity**
- **Working hours (on working days, on holidays, before examination days, during examination days, during vacation)**
- **Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)**

Carpet area of the library n Sq ft.

Library:

- Issue Counter : 247 Sq ft.
- Stack Room : 2377 Sq. ft.
- Reading Room : 990 Sq.ft.

Total seating capacity : 90 students

Working hours (on working days, on holidays, before examination days, during examination days, during vacation)

Library working hours

Monday to Saturday : 7:30 am to 2:30 pm

The library remains open before and during the Examination days.

During vacation the library timings are : 8:00 am to 1:00 pm

Lay out of the Library : College plan enclosed

**4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.**

The College Library Committee and the Librarian invites requisition from the faculty members to purchase books, journals and magazines. Based on this Committee meetings are held and decisions are taken with consensus.

New arrivals are displayed in the library. Faculty and students are motivated to read the current titles.

Library holding	Year – 1 2009-10		Year – 2 2010-11		Year – 3 2011-12		Year – 4 2012-13		Num ber	Total cost
	Numbe r	Total cost	Numbe r	Total cost	Numbe r	Total cost	Numbe r	Total cost		
<b>Text</b>	223	19996	153	20859	166	13768	129	17515		
<b>Reference Books</b>	399	18897 5	614	40940 2	955	65033 9	397	27443 4		
<b>Journals / Periodicals</b>	83									
<b>e-</b>										
<b>Any Other Newspaper</b>	10		10		10		10			
<b>Total</b>										

Library holding	Year – 5 2013-14		Year – 6 2014-15		Number	Total cost
	Number	Total cost	Number	Total cost		
Text Books	121	19957	417	51205		
Reference Books	551	179446	393	276535		
Journals / Periodicals			80		24394	
e-resources						
Any Other Newspaper	10		10	12871		
<b>Total</b>						

**4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?**

- OPAC: Nil
- Electronic Resource Management package for e-journals : Nil
- Federated searching tools to search articles in multiple databases : Nil
- Library Website : Nil
- In-house/remote access to e-publications : Nil
- Library automation : Work in Progress
- Total number of computers for public access : Nil
- Total numbers of printers for public access
- Internet facility with/ speed  2mbps  10 mbp  1 gb (GB) : 512 kbps
- Institutional Repository : Nil
- Content management system for e-learning : Nil
- Participation in Resource sharing networks/consortia (like INFLIBNET) : Nil

**4.2.5 Provide details on the following items:**

- Average number of walk-ins : 50
- Average number of books issued/returned : 35
- Ratio of library books to students enrolled : 1: 19
- Average number of books added during last three years : 663
- Average number of login to opac (OPAC) : NIL
- Average number of login to e-resources : NIL
- Average number of e-resources downloaded/printed : NIL
- Number of information literacy trainings organized : NIL
- Details of “weeding out” of books and other materials : 6469 Books worth 1,31,429.56 have been weeded out till present date

**4.2.6 Give details of the specialized services provided by the library**

- Manuscripts : NIL
- Reference : Yes
- Reprography : Yes
- ILL (Inter Library Loan Service) : Yes



- Information deployment and notification : The books are arranged subject wise as per Dewey Decimal Classification method.
- Download : Nil
- Printing : Nil
- Reading list/ Bibliography compilation : Yes
- In-house/remote access to e-resources : Nil
- User Orientation and awareness : Yes
- Assistance in searching Databases : Yes
- INFLIBNET/IUC facilities : Yes

**4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.**

The Library staff provides whole hearted support to the students and teachers of the college.

**4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.**

Best possible facilities are offered by the library to the visually/physically challenged persons

**4.2.9 Does the library get the feedback from its users? If yes, how is it analysed and**

**used for improving the library services. (What strategies are deployed by the**

**Library to collect feedback from users? How is the feedback analysed and used**

**for further improvement of the library services?)**

Yes, the library collects feedback from its users. Analysis is done after taking feedback from the users of the library and steps are taken to make necessary improvements in the library.

**4.3 IT Infrastructure**

**4.3.1. Give details on the computing facility available (hardware and software) at the institution.**

- Number of computers with Configuration (provide actual number with exact configuration of each available system)
- Computer-student ratio :  
Number of computers with Configuration (provide actual number with exact configuration of each available system)
- Computer-student ratio : 1:42
- Stand alone facility : NIL
- LAN facility : NIL
- Wi-Fi facility : 10
- Licensed software : 10
- Number of nodes/ computers with Internet facility : 20
- Any other

**4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?**

Internet services available in the college for faculty and students.

There are 20 computers with internet facility and 40 computers without internet facility.

Internet facility is available in library, DELL, Computer lab, Staff, NACC coordinator's room, UGC In charge's room and Principal's office.

In all there are 20 internet nodes.

The college plans to improve this facility in future course of action.

**4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?**

The institution plans to increase computer student ratio by increasing the number of computers. It even plans to upgrade its software and hardware where it would become necessary. The college would be taking advice from IT Consultant to get customized IT solutions for its future needs. The college is at present constructing 80 ft by 40ft sized conference hall with the best of audio video equipment attached to it.

**4.3.4 Provide details on the provision made in the annual budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last five years)**

An exclusive provision is not earmarked in the annual budget for procurement, upgradation, deployment and maintenance of computers and their accessories in the institution. The institution however follows the strategy of not allowing any impediment to occur in the smooth flow of college administration due to absence of budgetary provisions related to computer and its accessories.

So far the institution has spent Rs. 137,328/- from 2009 to 2015, towards computer maintenance expenditure.

Amount Spend towards Procurement, upgradation, Deployment of the computers and their accessories in the institution

Year	Amount
2009-10	17,435
2010-11	--
2011-12	6,31,900
2012-13	2,67,800
2013-14	56,700
2014-15	52,742

**4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?**

Lecture method is the main method adopted to manage teaching and learning process. Additionally ICT resources are used by faculty members where its need is felt in a liberal manner.

The faculty members and students make use of internet facility to enhance their subject knowledge. Faculty members prepare teaching material by using internet facility.

**4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching - learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.**

The college has been provided with DVDs of SANDHAN program run by department of Higher Education run by government of Gujarat. DVDs have proved to be very useful in preparing study material.

Our PG students are assigned Projects/Seminars wherein the faculty acts as guide, the faculty and students make good use of ICT resources to complete their work.

Computer lab, internet facility, LCD are made available to the faculty to make the learning process student centric.

**4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?**

No.

**4.4 Maintenance of Campus Facilities**

**4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities ( substantiate your statements by providing details of budget allocated during last four years)?**

The following is the statement of expenditure Spent on Building, Furniture, Equipment, Computer, Vehicle, Books by our Governing Body from 2009-14.

NAVJIVAN ARTS & COMMERCE COLLEGE,DAHOD.  
INFRASTRUCTURAL FACILITIES PROVIDED BY GOVERNING BODY FROM 2009-2015

HEAD OF ACCOUNT	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
BUILDING	68748	68748	68748	68748	68748	68748
FURNITURE	---	---	---	---	---	---
EQUIPMENT	50860	33500	235570	12400	---	---
UGC EQUIPMENT	57925	---	3539062	384920	56700	679832
COMPUTER MAINTENANCE	---	3360	8140	7965	65121	52742
VEHICLE ALLOWANCE	41423	44960	37929	52839	36850	42275
BOOKS	96560	141740	159177	145819	104898	130881
UGC BOOKS	---	57250	695075	153348	---	125325
PERIODICALS & JOURNALS	33325	30586	17810	12485	15618	37265
TOTAL	348841	380144	4761511	838524	347935	1137068

#### **4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?**

Mechanisms for maintenance:

- The management gives annual maintenance contract to electrician, plumber, sweeper and gardener.
- For the maintenance of building and furniture, the management has appointed Architect and Engineer.
- The computer maintenance contract is given.
- Computer engineer, plumber and electrician are available as and when required.
- Gardener and sweeper perform their duties on daily basis.
- Engineer and Architect visit college occasionally with the representative of the Trust.
- The college collects feedback from the students and staff in context of infrastructural requirements and based on the feedback necessary actions are taken in consultation with the management.

#### **4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/instruments?**

The governing body awards maintenance contract to various agencies for the upkeep of the infrastructure of the college. The agencies covered are electrician, computer maintenance, plumber, carpenter etc.

#### **4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment( voltage fluctuations, constant supply of water etc.)?**

The power supply is regular and sufficient without voltage fluctuation. However the safety equipments (Such as MCB) is installed to take care of power fluctuation. The college is situated at Chhapri village which is outside the Dahod town municipal limits, hence the college has to manage its water supply requirement through water tankers. Under ground and overhead tank facilities are available for round the clock water supply. In case of shortage of water, pure drinking water is made available through tankers.

**Criterion – V**  
**Student Support and Progression**

## Criterion - V

### Student Support and Progression

#### 5.1 Student Mentoring and Support

##### 5.1.1 Does the institution publish its updated prospectus/handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

Yes.

The Prospectus contains information relating to variety of courses offered to First Year B.A. / B.Com. Students, Students are informed about the college and university rules and regulations relating to attendance, assignment submission, class presentations, internal and university exams etc.

##### 5.1.2 Specify the type, number and amount of institutional scholarships / freeships given to the students during the last four years and whether the financial aid was available and disbursed on time?

#### SCHEDULE TRIBE (S.T) STUDENT SCHOLARSHIP DETAILS 2009-10

NO.	DETAILS	BOYS	GIRLS	TOTAL	TOTAL SCHOLARS HIP
1.	FBA/BCom	226	72	298	15,59,470/- + 74,265/-
2.	SBA/BCom TBA/BCom	152	74	226	
3.	FBA/BCom (Additional Income)	--	14	14	
4.	SBA/BCom TBA/BCom (SBA/BCom TBA/BCom (Additional Income)	-	19	19	
<b>TOTAL</b>		<b>378</b>	<b>179</b>	<b>557</b>	<b>16,33,735/-</b>

#### SCHEDULE CASTE (S.C.)STUDENT SCHOLARSHIP DETAILS 2009-10

NO.	DETAILS	BOYS	GIRLS	TOTAL	TOTAL SCHOLARS HIP
1.	FBA/BCom	08	02	10	61,945/- + 4,375/-
2.	SBA/BCom TBA/BCom	08	01	09	
3.	FBA/BCom (SBA/BCom TBA/BCom (Additional Income)	--	01	01	
4.	SBA/BCom TBA/BCom (SBA/BCom TBA/BCom (Additional Income)	-	01	01	
<b>TOTAL</b>		<b>16</b>	<b>05</b>	<b>21</b>	<b>66,320/-</b>

#### SOCIALLY AND ECONOMICALLY BACKWARD CLASS (S.E.B.C.)STUDENT SCHOLARSHIP DETAILS - 2009-10

NO.	DETAILS	BOYS	GIRLS	TOTAL	TOTAL SCHOLARS HIP
1.	FBA/BCom	03	10	13	26,280/-
2.	SBA/BCom TBA/BCom	06	07	13	
3.	FBA/BCom (SBA/BCom TBA/BCom	01	01	02	
<b>TOTAL</b>		<b>10</b>	<b>18</b>	<b>28</b>	<b>26,280/-</b>

**PHYSICALLY CHALLENGED (H.P.)STUDENT  
SCHOLARSHIP DETAILS - 2009-10**

NO.	DETAILS	BOYS	GIRLS	TOTAL	TOTAL SCHOLARS HIP
1.	FBA	03	04	07	7,500/- + 10,000/-
<b>TOTAL</b>					<b>17,500/-</b>

**SCHEDULE TRIBE (S.T) STUDENT SCHOLARSHIP DETAILS 2010-11**

NO.	DETAILS	BOYS	GIRLS	TOTAL	TOTAL SCHOLARS HIP
1.	FBA/BCom	257	123	380	16,11,747/- + 85,095/-
2.	SBA/BCom TBA/BCom	110	61	171	
3.	FBA/BCom (Additional Income)	--	19	19	
4.	SBA/BCom TBA/BCom (SBA/BCom TBA/BCom (Additional Income)	-	19	19	
<b>TOTAL</b>					<b>16,96,842/-</b>

**SCHEDULE CASTE (S.C.)STUDENT SCHOLARSHIP DETAILS 2010-11**

NO.	DETAILS	BOYS	GIRLS	TOTAL	TOTAL SCHOLARS HIP
1.	FBA/BCom	09	02	11	50,743/- + 13,830/-
2.	SBA/BCom TBA/BCom	04	01	05	
3.	FBA/BCom (Additional Income)	--	05	05	
4.	SBA/BCom TBA/BCom (SBA/BCom TBA/BCom (Additional Income)	--	01	01	
<b>TOTAL</b>					<b>64,573/-</b>

**SOCIALLY AND ECONOMICALLY BACKWARD CLASS  
(S.E.B.C.)STUDENT SCHOLARSHIP DETAILS - 2010-11**

NO.	DETAILS	BOYS	GIRLS	TOTAL	TOTAL SCHOLARS HIP
1.	FBA/BCom	03	11	14	19,110/- + 3,240/-
2.	SBA/BCom TBA/BCom	01	06	07	
3.	SBA/BCom TBA/BCom (SBA/BCom TBA/BCom	01	02	03	
<b>TOTAL</b>					<b>22,350/-</b>

**SCHEDULE TRIBE (S.T) STUDENT SCHOLARSHIP DETAILS  
2011-12**

NO.	DETAILS	BOYS	GIRLS	TOTAL	TOTAL SCHOLARS HIP
1.	FBA/BCom	296	125	421	31,05,032/-
2.	SBA/BCom TBA/BCom	222	121	343	
<b>TOTAL</b>					<b>31,05,032/-</b>

**SCHEDULE CASTE (S.C.)STUDENT SCHOLARSHIP DETAILS 2011-12**

NO.	DETAILS	BOYS	GIRLS	TOTAL	TOTAL SCHOLORS HIP
1.	FBA/BCom	08	12	20	1,09,075/-
2.	SBA/BCom TBA/BCom	06	05	11	
<b>TOTAL</b>		<b>14</b>	<b>17</b>	<b>31</b>	<b>1,09,075/-</b>

**SOCIALLY AND ECONOMICALLY BACKWARD CLASS  
(S.E.B.C.)STUDENT SCHOLARSHIP DETAILS - 2011-12**

NO.	DETAILS	BOYS	GIRLS	TOTAL	TOTAL SCHOLORS HIP
1.	FBA/BCom	12	08	20	33,200/-
2.	SBA/BCom TBA/BCom	05	11	16	
<b>TOTAL</b>		<b>17</b>	<b>19</b>	<b>36</b>	<b>33,200/-</b>

**PHYSICALLY CHALLENGED STUDENTS SCHOLARSHIP DETAILS  
2011-12**

NO.	DETAILS	BOYS	GIRLS	TOTAL	TOTAL SCHOLORS HIP
1.	FBA/BCom	07	01	08	25,000/-
2.	SBA/BCom TBA/BCom	01	01	02	
<b>TOTAL</b>					<b>25,000/-</b>

**SCHEDULE TRIBE (S.T) STUDENT SCHOLARSHIP DETAILS 2012-13**

NO.	DETAILS	BOYS	GIRLS	TOTAL	TOTAL SCHOLORS HIP
1.	FBA/BCom	303	171	474	44,49,793/-
2.	SBA/BCom TBA/BCom	391	194	585	
<b>TOTAL</b>		<b>694</b>	<b>365</b>	<b>1059</b>	<b>44,49,793/-</b>

**SCHEDULE CASTE (S.C.)STUDENT SCHOLARSHIP DETAILS 2012-13**

NO.	DETAILS	BOYS	GIRLS	TOTAL	TOTAL SCHOLORS HIP
1.	FBA/BCom	17	09	26	2,13,455/-
2.	SBA/BCom TBA/BCom	16	11	37	
<b>TOTAL</b>		<b>33</b>	<b>20</b>	<b>53</b>	<b>2,13,455/-</b>

**SOCIALLY AND ECONOMICALLY BACKWARD CLASS  
(S.E.B.C.)STUDENT SCHOLARSHIP DETAILS - 2012-13**

NO.	DETAILS	BOYS	GIRLS	TOTAL	TOTAL SCHOLORS HIP
1.	FBA/BCom	-	02		29,880/-
2.	SBA/BCom TBA/BCom	03	--		
3.	FBA/BCom (SBA/BCom TBA/BCom	10	14		
<b>TOTAL</b>		<b>13</b>	<b>16</b>	<b>29</b>	<b>29,880/-</b>



**PHYSICALLY CHALLENGED STUDENTS  
SCHOLARSHIP DETAILS - 2012-13**

NO.	DETAILS	BOYS	GIRLS	TOTAL	TOTAL SCHOLARS HIP
1.	FBA/BCom	02	-	02	22,500/-
2	SBA/BCom TBA/BCom	06	01	07	
<b>TOTAL</b>		<b>08</b>	<b>01</b>	<b>09</b>	<b>22,500/-</b>

**SCHEDULE TRIBE (S.T) STUDENT SCHOLARSHIP DETAILS 2013-14**

NO.	DETAILS	BOYS	GIRLS	TOTAL	TOTAL SCHOLARS HIP
1.	FBA/BCom	370	242	612	44,49,793/- 1,09,450/-
2.	SBA/BCom TBA/BCom	462	240	702	
3.	SBA/BCom TBA/BCom (SBA/BCom TBA/BCom (Additional Income)	-	27	27	
<b>TOTAL</b>		<b>832</b>	<b>509</b>	<b>1341</b>	<b>64,41,465/-</b>

**SCHEDULE CASTE (S.C.)STUDENT SCHOLARSHIP DETAILS 2013-14**

NO.	DETAILS	BOYS	GIRLS	TOTAL	TOTAL SCHOLARS HIP
1.	FBA/BCom	17	02	19	2,39,240/-
2.	SBA/BCom TBA/BCom	25	15	40	
3.	FBA/BCom (SBA/BCom TBA/BCom (Additional Income)	--	02	02	
<b>TOTAL</b>		<b>42</b>	<b>19</b>	<b>61</b>	<b>3,01,930/-</b>

**SOCIALLY AND ECONOMICALLY BACKWARD CLASS  
(S.E.B.C.)STUDENT SCHOLARSHIP DETAILS - 2013-14**

NO.	DETAILS	BOYS	GIRLS	TOTAL	TOTAL SCHOLARS HIP
1.	FBA/BCom	10	08	18	60,900/-
2.	SBA/BCom TBA/BCom	07	04	11	
<b>TOTAL</b>		<b>17</b>	<b>12</b>	<b>29</b>	<b>60,900/-</b>

**SCHEDULE TRIBE (S.T) STUDENT SCHOLARSHIP DETAILS 2014-15**

NO.	DETAILS	BOYS	GIRLS	TOTAL	TOTAL SCHOLAR SHIP
1.	F.BA/B.COM.	428	262	690	75,00,020/-
2.	S.BA/B.COM, T.BA./B.COM.	523	330	853	
3.	F.BA/B.COM. ADDITIONAL INCOME STUDENT	--	05	05	
4.	S.BA/B.COM, T.BA./B.COM. ADDITIONAL INCOME STUDENT	--	14	14	
<b>TOTAL</b>		<b>951</b>	<b>611</b>	<b>1562</b>	<b>75,00,020/-</b>

**SCHEDULE CASTE (S.C.)STUDENT SCHOLARSHIP DETAILS 2014-15**

NO.	DETAILS	BOYS	GIRLS	TOTAL	TOTAL SCHOLORSHIP
1.	F.BA/B.COM.	12	02	14	<b>2,45,160/-</b>
2.	S.BA/B.COM, T.BA./B.COM.	25	06	31	
3.	F.BA/B.COM. ADDITIONAL INCOME STUDENT	--	01	01	
4.	S.BA/B.COM, T.BA./B.COM. ADDITIONAL INCOME STUDENT	-	02	02	
<b>TOTAL</b>		<b>37</b>	<b>11</b>	<b>48</b>	<b>2,45,160/-</b>

**SOCIALLY AND ECONOMICALLY BACKWARD CLASS  
(S.E.B.C.)STUDENT SCHOLORSHIP DETAILS - 2014-15**

NO.	DETAILS	BOYS	GIRLS	TOTAL	TOTAL SCHOLORSHIP
1.	F.BA/B.COM.	12	09	21	<b>69,300/-</b>
2.	S.BA/B.COM, T.BA./B.COM.	08	04	12	
<b>TOTAL</b>		<b>20</b>	<b>13</b>	<b>33</b>	<b>69,300/-</b>

**5.1.3 What percentage of students receive financial assistance from state government, central government and other national agencies?**

In Arts faculty, 90% of the students are S.T. / S.C., SEBC and minority students and in commerce faculty approximately 10% to 15% belonging to S.T. / S.C. and SEBC category receive state government scholarships.

**5.1.4 what are the specific support service /facilities available for :**

- ✓ Students from SC/ST, OBC and economically weaker sections
- ✓ Students with physical disabilities :
- ✓ Overseas students :
- ✓ Students to participate in various competitions/National and International :
- ✓ Medical assistance to students: health centre, health insurance etc.
- ✓ Organizing coaching classes for competitive exams :
- ✓ Skill development (spoken English, computer literacy, etc.,)
- ✓ Support for “slow learners”  
Exposures of students to other institution of higher learning/
- ✓ corporate/business house etc.
- ✓ Publication of student magazines :

**Students from SC/ST, OBC and economically weaker sections**

- The Students from SC/ST, OBC and economically weaker sections are provided various facilities i.e. Scholarships specially given for SC/ ST/ OBC. This is given by State Government every year.
- The student from ST/ SC and OBC are provided hostel facilities by State Government.
- The remedial coaching is given to the ST/ SC and OBC students under the scheme of UGC.

- Financial assistance is given to the bright SC/ SC and OBC student worth Rs. 1200 each under Merged Scheme of UGC XI Plan.
- SC/ST and OBC students from economically weaker sections were given onetime payment of Rs.2000/ as travelling allowance under Merged Scheme of UGC XI Plan.
  - The Government norms for reservation of SC/ST and OBC are followed in the admission procedure.

**Students with physical disabilities:**

- The college ensures that the requirement and needs of the physically challenged students are taken care with special attention though there are no special facilities arranged as the number of such students taking admission is very less.
- Preference is given to the physically challenged candidates at the time of admission. Our campus environment is friendlier to the physically disabled candidates.
- Special encouragement, guidance and care are given in studies.
- Scholarship by State Government

**Overseas students:**

We have no overseas students at present.

**Students to participate in various competitions/National and International:**

Students participate in activities of SAPTDHARA and youth festivals at the university and zonal level every year.

- The students are prepared for participating in ‘Swarnim Gujarat’, ‘Khel Mahakumbh’ and ‘Saptadhara’ project of Gujarat Government.
- The students are provided financial support to reimburse expenditure incurred for attending competitions.
- Students actively participate in sports at zonal and university level competitions

**Medical assistance to students: health centre, health insurance etc:**

- There is a Primary Health Centre 2 kms away from the college where medical treatment is provided free of cost.
- A financial aid is provided to student who is injured during sport event.
- Thalassemia and Sickle Cell tests were done for students.
- Blood donation camp is also held in the institution.
- Blood groups of the students are checked.
- Primary treatment to injured student is provided through First Aid Box.
- Institution gets service from the Urban Bank hospital for the students.
- **Every** year medical checkup camp for first year students is held.

**Organizing coaching classes for competitive exams:**

- Though the college does not run regular coaching classes for competitive exams, seminars rendering guidance on how to prepare for the competitive exams are

organized.

- Books are available for students in the library for the preparation of competitive exams.
- The institution has a Career Guidance Centre.
- Expert lectures are held.
- Seminars/ workshops are organized.
- Reference books and magazines for competitive exam are provided.
- SCOPE/DELL classes are conducted.

**Skill development (spoken English, computer literacy, etc.):**

The following activities are done for the skill development, Spoken English, computer literacy etc.:

- SCOPE/DELL class is conducted
- Basic Computer training
- A well equipped computer lab with internet facility is available for the students.
- The students are offered Tally as a soft skill subject in the CBCS (Semester System) where in theory and practical sessions in the computer lab are arranged
- Personality Development Classes
- **Support for “slow learners”**
- The concerned faculty identifies slow learners on the basis of classroom participation, performance in the examination and so on.
- The faculty gives them personal attention, extra assignments, making them write the previous university papers.
- Provision of simplified study material
- The bright students are motivated to guide the slow learners and help them to grow.
- Counselling and Guidance
- Remedial classes for the slow learners are arranged.

**Exposures of students to other institution of higher learning/ corporate/business house etc.**

The students get the exposure by visiting Youth festival every year.

**Publication of student magazines :**

The college publishes a magazine “AADIM”  
Articles of the students are given space in it.

**5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.**

The college has Career Guidance Cell which motivates the students to take up self employment or develop their entrepreneurial skills the students of Commerce faculty mainly come from business community and the college helps them to develop their own business or expand their business. Whereas in the Arts faculty which mainly comprises of SC/ST students, here the students try to do part time jobs in shops,

hospitals and various establishments and by the way they also gain entrepreneurial skills.

Under the CBCS system subjects like Tally Accounting, Personality Development, Presentation Skill, Writing Skills, Computer Skill, Stress Management etc help to develop entrepreneurial skills.

The college has been conducting Cooperative Training Workshop of one week duration for the last few years.

The PG students have to complete their project in Semester IV for which they have to take Industrial/business unit visit which help them to develop a business insight.

The faculties constantly motivate the students to take up any nature of self employment.

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**5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.**

\* Additional academic support, flexibility in examinations:

\* Special dietary requirements, sports uniform and materials :

The college has sports and cultural committee which supervises extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

The college organizes various activities under 'Saptadhara':

- . Gyan Dhara
- . Sarjanatmak Abhivyakti Dhara
- . Kala Kaushalya Dhara
- . Natya Dhara
- . Geet Sangeet Nrutya Dhara
- . Yog Khelkud Dhara
- . Samudayik Seva Dhara

The students taking part in these activities are motivated by giving them certificate of participation and the winners are given medals and cash prizes.

The students who represented the college in University sports were offered freeship for that particular academic year. Many past students of this college have secured jobs in Railway in sports quota which explains the motivational level given by the college to the students. Our students regularly take part in cultural activities at college, zonal and University level. Such active students are provided academic support by way of personal guidance, help in study material and in case they miss their regular exams they are allowed to appear for Retest without any exam fee and fulfil their exam obligation.

The students representing university or inter university get all the benefits of lodging, boarding, sports uniform and actual travelling fare as per the university norms.

**5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defense, Civil Services, etc.**

The institute has a placement cell named “UDISHA” an initiative of higher education department of Gujarat Government.

The related information is placed on the notice board by the in-charge of the “UDISHA”. The information of the passing out students is uploaded on the “UDISHA” website.

The college library has been the subscriber of Career Guidance dailies and periodical magazines. Thus, it becomes handy and easy for the aspiring students.

The college does not maintain the record of the students going through this type of examinations.

Faculties individually provide career counseling to the students in context of various Public Service Exams after graduation

**5.1.8 What type of counseling services are made available to the students (academic, personal, career, psycho-social etc.)**

**Academic counselling:**

Students are counselled and motivated to improve their academic performance

Weak students are given more attention and motivated to perform better

Scholar students are given guidance and encouraged to achieve better results

Remedial classes for weaker students are conducted

**Personal counselling:**

To minimize drop out ratio, solve personal problems relating to family or environment personal counselling is given.

Counselling is done for irregular students in which the counsellor analyzes the reasons of irregularity and provides proper suggestions

**Career counselling:**

Career guidance based on the aptitude and ambition of the student

Guidance on professional courses, self employment and also help them to develop entrepreneurial skills.

**Psycho – social counselling:**

Gender issues

Stress management

Problems related to adolescence

**5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If ‘yes’, detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programs).**

Yes, the institution has a career guidance and placement cell for its students.

The placement is done in informal manner. As mentioned earlier the students belonging to Commerce faculty prefer to start their own business or continue to run their existing businesses. The students from Arts faculty mainly belong to ST/SC/OBC class who are advised to go through competitive exam study material and we find that a reasonable number of students get employed in class II and III category public sector/ jobs.

As the college is situated in remote tribal area multinational or large size companies do not get attracted to hold campus interviews. They prefer large cities to fulfill their requirements.

**5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.**

Yes, the institution has a student grievance redressal cell.

The students can drop their complaints in the suggestion box. The grievances are addressed both by the Cell and the Principal. There were complaints are related to improvement of facilities in the canteen.

**Following Grievances are reported from students:**

- Seating arrangement in campus
- Canteen
- Parking
- Drinking Water
- Approach Road
- Girls Room
- Additional Facilities of Light and Fans in classrooms
- Blackboards
- Auditorium

**5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?**

We have **Collegiate Women Development Cell** which takes care of these issues. It conducts seminars on women rights, legal issues, women empowerment and adolescent problems.

This helps in creating a gender friendly and healthy environment in the college. The college has a separate common room for girls with wash room and other basic facilities.

Sr. No.	Year	No. of grievances reported	No. of grievances redressed
1	2009-10	-----	-----
2	2010-11	-----	-----
3	2011-12	-----	-----
4	2012-13	-----	-----
5	2013-14	02	02
6	2014-15	04	04

**5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?**

Yes, there is an anti ragging committee. It is headed by the Principal along with senior faculty members. The college conducts Induction meeting for First Year BA/BCom students in the beginning of the year in which the students are informed of the existence of anti- ragging committee which would insulate them from any nature of ragging problem from senior students. However, no ragging complaints have been received from the students so far.

**5.1.13 Enumerate the welfare schemes made available to students by the institution.**

Government Scholarships are made available to the students belonging to SC/ ST/ OBC categories.

The students representing in various sports at University/Inter University level are provided with suitable dresses as well as cash money for other expenses. For attending Youth Festival organized by University/ Institutions, deserving students are deputed for their betterment. The expenditure is borne by the institution.

In addition to the above the college conducts free Medical Check up for First

year BA/BCom students.

**5.1.14 Does the institution have a registered Alumni Association? If ‘yes’, what are its activities and major contributions for institutional, academic and infrastructure development?**

Yes, we have unregistered Alumni association.

The association conducts following activities:

Collecting suggestions of Alumni for improvement and development of the college.

The alumni contribute to college through their valuable suggestions and financial support.

**5.2 Student Progression**

**5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.**

S.No.	Year	M.A.	Per %	M.Com.	Per%
1.	2009-10	188 Our College Students 53 Other Students	78% 22%	69 Our College Students 04 Other Students	94% 06%
2.	2010-11	110 Our College Students 36 Other Students	75% 25%	33 Our College Students 03 Other Students	92% 08%
3.	2011-12	174 Our College Students 52 Other Students	77% 23%	72 Our College Students 02 Other Students	97% 03%
4.	2012-13	147 Our College Students 79 Other Students	65% 35%	89 Our College Students 11 Other Students	89% 11%
5.	2013-14	210 Our College Students 91 Other Students	70% 30%	89 Our College Students 05 Other Students	94% 06%
6	2014-15	271 Our College students 57 Other Students	79% 21%	118 Our College students 04Other Students	96.72% 3.28%

The above table provides such trends that from year 2009-10 to 2013-15, minimum of 65% to maximum of 78% of our college students preferred to join M.A. in the same college, where as a minimum 89% to maximum of 97% of our college students preferred to join M.Com. in the same college.

**5.2.2 Provide details of the program wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish program wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.**

**Pass Percentage of Arts Faculty:**

Year	English	Gujarati	Hindi	Economics
2008-09	90.90%	67.05%	66.37%	88.00%
2009-10	92.53%	64.12%	47.36%	64.10%
2012-13	77.66%	55.56%	59.04%	85.11%



2013-14	89.29%	78.69%	78.00%	76.40%
2014-15	81.91%	56.72%	53.68%	66.98%

**Pass Percentage of Commerce Faculty:**

Year	Accountancy	Business Management
2008-09	80.98%	40.00%
2009-10	78.44%	75.00%
2010-11	85.61%	60.00%
2011-12	78.97%	51.85%
2012-13	77.34%	30.00%
2013-14	92.11%	82.61%
2014-15	76.37%	76.67%

**List of 1st Class Students**

**MARCH - 2009**

**F.Y.B.A - ENGLISH**

No.	Name of the Student	Marks obtained	Total Marks	Remarks
1	SHARMA SHREYABEN ASHOKKUMAR	489	700	
2	KATARA SONALIBEN DAUDBHAI	481	700	
3	PATEL MITALBEN BHARATSINH	468	700	
4	AMALIYAR REENABEN MANABHAI	444	700	
<b>GUJARATI</b>				
1	PATELIYA RASHMIKABEN JAGANSINH	500	700	
2	PRAJAPATI JYOTSANA AMRUTLAL	495	700	
<b>HINDI</b>				
1	JOSHI VITALBEN PANKAJKUMAR	458	700	
<b>ECONOMICS</b>				
1	HARWANI NAYANA MOHANBHAI	467	700	

**List of 1st Class Students**

**MARCH - 2009**

**S.Y.B.A - ENGLISH**

No.	Name of the Student	Marks obtained	Total Marks	Remarks
1	PANCHAL TRILOCHANA RAJENDRA	441	700	
2	PANCHAL DIMPALBEN NILESHKUMAR	439	700	
3	DESAI NIYATI UPENDRAKUMAR	437	700	
4	SAJANANI PUJA SHYAMKUMAR	435	700	
5	PARMAR RAHULKUMAR MANILAL	430	700	
6	DHUMAL AKSHAYKUMAR DINESHBHAI	428	700	

7	PANCHAL GAURANGBHAI MUKESH	427	700	
8	SABJIFAROSH ASARATRAZA S.	427	700	
9	RAJPUT DIVYAKUMAR BALMUKUND	425	700	
10	BHABHOR JAGRUTIBEN PUNJABHAI	423	700	
<b>HINDI</b>				
1	DEVGHARE AAKANKASHA SHRIARVIND	431	700	
<b>GUJARATI</b>				
1	NIMCHIYA DAYALUBHAI PANNALAL	470	700	
2	PARMAR RAHULBHAI HIRABHAI	465	700	
3	RATHOD MAMTABEN MANSUKHBHAI	435	700	
4	PARMAR MEHULKUMAR THAKORBHAI	429	700	
<b>ECONOMICS</b>				
	NIL			

**List of 1st Class Students**

**MARCH - 2009**

**T.Y.B.A - ENGLISH**

No.	Name of the Student	Marks obtained	Total Marks	Remarks
1	KAMOL RITESHKUMAR JASHUBHAI	584	700	
2	JATVA AKHILKUMAR MAGANBHAI	578	700	
<b>GUJARATI</b>				
1	BHURIYA NARESHBHAI BACHUBHAI	579	700	
<b>HINDI</b>				
1	BARWASA DIPTTEDEVI CHHOTELAL	585	700	
<b>ECONOMICS</b>				
1	GANAVAL SONAL BABUBHAI	624	700	
2	GOHIL DIPAKBHAI MANGABHAI	578	700	

**List of 1st Class Students**

**MARCH - 2010**

**F.Y.B.A - ENGLISH**

No.	Name of the Student	Marks obtained	Total Marks	Remarks
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1	SANGADA NISHABEN BACHUBHAI	485	700	
2	RATHOD NILAM TRIKAMALA	470	700	
3	BHURIA BABUBHAI RAMANBHAI	456	700	
<b>GUJARATI</b>				
1	PALAS ANKITA NAVALSINH	481	700	
2	VARIA BHARVIBEN ARVINDBHAI	471	700	
3	CHAUHAN ANJALIBEN C.	464	700	
4	RATHOD GITABEN MANSUKHBHAI	464	700	
5	THAVRANI MONIKA DEVANAND	447	700	
6	PATEL DIMPALBAHEN VIRABHAI	447	700	
7	DAMOR PRAKASH SAMSUBHAI	440	700	
<b>HINDI</b>				
1	LALWANI GAYATRIDEVI J.	478	700	
2	KANUGO AFASANABIBI KALUKHAN	465	700	
3	JANIN NITABEN SUBHASCHANDRA	449	700	
4	SONI SHRIPRIYABEN RAJENDRA	431	700	
<b>ECONOMICS</b>				
1	CHAUHAN POOJABEN BHARATSINH	468	700	
2	BAMANIYA MOBABEN BABUBHAI	457	700	

**List of 1st Class Students**

**MARCH - 2010**

**S.Y.B.A - ENGLISH**

No.	Name of the Student	Marks obtained	Total Marks	Remarks
1	SHARMA SHREYABEN ASHOK	487	700	
2	PATEL MITALBEN BHARAT	441	700	
3	KATARA SONALIBEN DAUDBHAI	439	700	
<b>GUJARATI</b>				
1	PATELIYA RASHMIKA JAGANSINH	485	700	
2	PRAJAPATI JYOTSANA AMRUTLAL	484	700	
3	NINAMA SHAKUNTALABEN R.	471	700	
4	YADAV DIPABEN NANDKISHOR	466	700	
5	RATHOD DEVIKABEN AMARSINH	456	700	
6	YADAV NAYANBEN NANDKISHOR	452	700	
7	DAMOR JIGNESH BACHUBHAI	444	700	
8	PITHAYA PRAVINBHAI RAMESH	431	700	

HINDI				
1	PANDYA PAYAL HARIOMKUMAR	451	700	
ECONOMICS				
	.....NIL.....			

**List of 1st Class Students**

**March - 2010**

**T.Y.B.A - ENGLISH**

No.	Name of the Student	Marks obtained	Total Marks	Remarks
1	SABJIFAROSH ASHRAFRAZA S.	558	700	
2	PANCHAL DIMPALBEN N.	554	700	
GUJARATI				
	.....NIL.....			
HINDI				
1	DEVGHARE AAKANKHASHA S.	578	700	
ECONOMICS				
	.....NIL.....			

**List of 1st Class Students**

**December. 2011**

**B.A. SEM – I - ENGLISH**

No.	Name of the Student	Marks obtained	Total Marks	Remarks
1	MUNIYA KINJALBEN RAMESHBHAI	559	700	
2	BHABHOR ANKITABEN DEVCHAND	545	700	
3	AJEDIYA JAAGRUTIBEN R.	527	700	
4	RATHOD VIJAYKUMAR DILIPBHAI	523	700	
5	SAVALAKHIYA POONAM A.	509	700	
6	MAKWANA SONAL MAGANBHAI	505	700	
7	PATEL KAJALBEN ARVINDBHAI	504	700	
8	BHATT JAYATI NALINKUMAR	494	700	
9	NINAMA HINABEN SOMABHAI	491	700	
10	CHAREL SONALBEN KASUBHAI	475	700	
11	VALAND HARICHANDRA P.	473	700	
12	ANSARI RAHIMBIBI BASIRNUDDIN	472	700	
13	MAKVANA JASVANT NATVARBHAI	468	700	
14	PATEL JUHIBEN DILIPKUMAR	468	700	

15	HATHILA ASHIKABEN RAMESHBHAI	467	700	
16	KALASVA FALGUNI RAMSINGBHAI	464	700	
17	MANSURI KUDSHIYA AHMEDBHAI	461	700	
18	PANCHAL BHURIKABEN C.	458	700	
19	MEKWAN PRIYANKA V.	452	700	
20	MOHANIYA RAJESHBHAI SOMSING	440	700	
21	BAMANYA VIJESH KALABHAI	438	700	

**GUJARATI**

1	HATHILA NAYANA RAMANBHAI	492	700	
2	NINAMA DINESH RAMANBHAI	488	700	
3	RATHOD HITESH CHHATRASINH	478	700	
4	NALWAYA ROHIT RAMSINGBHAI	466	700	
5	ROZ LAXMANBHAI BACHUBHAI	465	700	
6	PARMAR SHAILESHBHAI MOJIBHAI	464	700	
7	BHABHOR KALPANA BHIMABHAI	449	700	
8	DAMOR GRISHMA MALSINGBHAI	445	700	

**List of 1st Class Students**

**December. 2011**

**B.A. SEM – I - HINDI**

No.	Name of the Student	Marks obtained	Total Marks	Remarks
1	NINAMA VARSHABEN GORSING	480	700	
2	HATHILA SAROJBHE SHAMJIBHAI	478	700	
3	BHURIYA VEENABEN KANTUBHAI	471	700	
4	NINAMA GIRISHBHAI KALUBHAI	470	700	
5	DAMOR VANITABEN SURTANBHAI	459	700	
6	SOLANKI NIRMALABEN KARANSINH	456	700	
7	BARIA PRAVIN VICHHIYABHAI	455	700	
8	MEDA SHITALBEN BACHUBHAI	448	700	
9	DAMOR YOGESH RAMESHBHAI	442	700	
10	NINAMA MANISHABEN DINESHBHAI	436	700	

**ECONOMICS**

1	SOLANKI ANILKUMAR DARBARSINH	488	700	
2	RATHVA DIPIKABEN MANGALSINH	471	700	

**List of 1st Class Students**  
**May – 2012**  
**B.A. SEM - II**  
**ENGLISH**

No.	Name of the Student	Marks obtained	Total Marks	Remarks
1	MUNIYA KINJALBEN RAMESHBHAI	566	700	
2	RATHOD VIJAY DILIPBHAI	524	700	
3	JOSHI NILAMBEN RAMCHANDRA	518	700	
4	AJEDIYA JAGRUTIBEN RAMANBHAI	518	700	
5	PATEL KAJALBEN ARVINDBHAI	505	700	
6	NINAMA HINABEN SOMABHAI	504	700	
7	MAKWANA SONAL MAGANBHAI	481	700	
8	SADHU YAMINIBEN P.	478	700	
9	BAMANIYA VAISHALIBEN B.	473	700	
10	CHAREL SONALBEN KASUBHAI	472	700	
11	VALAND HARICHANDRA P.	466	700	
12	PRAJAPATI VARUNKUMAR R.	463	700	
13	BHATT JAYATI NALINKMAR	463	700	
14	MUNIYA VARSHABEN M.	462	700	
15	BHATIYA PRIYANKABEN A.	462	700	
16	MEKWAN PRIYANKA V.	460	700	
17	SHRIMALI DIPALIBEN N.	456	700	
18	KHANT GAURIBEN NARVATSINH	455	700	
19	PATEL JUHIBEN DILIPKUMAR	452	700	
20	PAETL PRIYANKA RAJENDRABHAI	451	700	
21	SAVALAKHIYA POONAM A.	449	700	
22	BARIA NIRALIBEN PURSINGBHAI	443	700	
23	NINAMA ANILKUMAR SOMABHAI	442	700	
24	MORI PUJABEN PRAKASHCHANDRA	436	700	
<b>GUJARATI</b>				
1	TADVI VARSHABEN SABURBHAI	476	700	
2	BHABHOR KALPANABEN B.	454	700	
3	HATHILA NAYANABEN RAMANBHAI	493	700	
4	SANGADA VIJYALAXMIBEN L.	449	700	
5	NALWAYA ROHITKUMAR R.	448	700	
6	NINAMA DINESHBHAI RAMANBHAI	458	700	
7	PARMAR SHAILESH MAJIBHAI	487	700	
<b>HINDI</b>				
1	HATHILA SARAJBEN SHAMJIBHAI	501	700	
2	GUNDIYA VIPUL KHIMABHAI	492	700	
3	BHURIYA VEENABEN KANTUBHAI	471	700	
4	DAMOR SAJALBEN SAKAJIBHAI	470	700	
5	BARIA PRAVIN VICHIYABHAI	468	700	

**ECONOMICS**

1	KATARA AJAYBHAI RUPSING	469	700	
2	RATHVA DIPIKABEN MANGALSINH	457	700	

**December- 2012  
B.A. Sem – II**

	Eng.	Guj.	Hin.	Eco.	Total
<b>Dist</b>	04	NIL	NIL	NIL	04
<b>I</b>	20	07	05	02	34
<b>II</b>	44	53	39	27	163
<b>III</b>	19	70	36	27	152
<b>FAIL</b>	39	93	41	50	223
<b>AB.</b>	01	02	05	04	12
<b>TOTAL</b>	127	225	126	110	288

**List of 1st Class Students  
December - 2012  
B.A. SEM – I - ENGLISH**

No.	Name of the Student	Marks obtained	Total Marks	Remarks
1	PATEL SHITALBEN KISHORKUMAR	513	700	
2	GARASIYA VAISHALIBEN PRAKASH	495	700	
3	JADAV BIPIN BHARATBHAI	490	700	
4	PRIYADARSHI KOMALBEN K.	479	700	
5	PRAJAPATI VAISHALI HIMMATLAL	468	700	
6	BHEDI MAYUR DINESHBHAI	457	700	
7	RATHOD NIRALIBEN RAKESHKUMAR	454	700	
8	BHABHOR NAVALSINH KIKABHAI	453	700	
9	MUNIYA DIPIKABEN BACHUBHAI	452	700	
10	SHAIKH AASIYA AHEXAZHUSSAIN	451	700	
11	PASAYA HETALBEN ABHESINH	447	700	
12	MAVI PRADIP BHURSINGBHAI	446	700	
13	NINAMA PAYALBEN JAVSINGBHAI	440	700	
14	KALARA VIPUL MAHENDRABHAI	439	700	
15	BHABHOR YOGINABEN KABURBHAI	438	700	
16	PRAJAPATI RAJESH KIRANBHAI	432	700	
<b>GUJARATI</b>				
1	MAKRANI ROSHANARA R.	527	700	
2	NINAMA JYOTSANABEN DITABHAI	509	700	
3	BHURIYA BHARATIBEN GUMJIBHAI	465	700	
4	MEDA MANISHABEN SHENIYABHAI	452	700	

5	RATHOD NEELAMBEN DHANABHAI	452	700	
6	AED RASILABEN BHHIMSINGBHAI	446	700	
7	MALEK SHABNAMBANU GULAMBHAI	445	700	

**HINDI**

No.	Name of the Student	Marks obtained	Total Marks	
1	BARIYA VIPULKUMAR NAVALSING	479	700	
2	GOHIL RINKALBEN VASANABHAI	470	700	
3	MAHAVAR DURGA JAGDISH	470	700	
4	SING MANOJ ANANTPRADAD	448	700	
5	SHARMA SHWETA VEDPRAKASH	438	700	
6	DANGI BHERUBHAI BACHUBHAI	434	700	

**ECONOMICS**

1	RATHOD LAKSHMI BABUBHAI	426	700	
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**List of 1st Class Students  
December - 2012**

**B.A. SEM – III - ENGLISH**

No.	Name of the Student	Marks obtained	Total Marks	Remarks
1	JOSHI NILAMBEN RAMCHANDRA	442	600	
2	RATHOD VIJAY DILIPBHAI	438	600	
3	MUNIYA KINJAL RAMESHBHAI	436	600	
4	AJEDIYA JAGRUTIBEN RAMANBHAI	433	600	
5	HATHILA PINKALBEN SURESHBHAI	419	600	
6	PRAJAPATI VARUN RAMANBHAI	405	600	
7	BHATT JAYATI NALINKUMAR	405	600	
8	ANSARI RAHIMBIBI BASIRUDDIN	403	600	
9	MEKWAN PRIYANKA VINFRENBHAI	402	600	
10	PATEL KAJAL ARVINDBHAI	395	600	
11	BHABHOR RAKHABEN MOTIBHAI	391	600	
12	BHATIYA PRIYANKA ASHOKBHAI	391	600	
13	PATEL JUHIBEN DILIPKUMAR	390	600	
14	BAMAN ROSHNIBEN MANGILAL	381	600	
15	MANSURI KUDSHIYA AHMEDBHAI	377	600	
16	PASAYA REENA NATHUSING	375	600	
17	BAMANIYA VAISHALIBEN BABUBHAI	374	600	
18	GUJARATI BHARATKUMAR KANUBHAI	372	600	

**GUJARATI**

1	HATHILA NAYANA RAMANBHAI	419	600	
2	KATARA VIPUL RUPSINH	409	600	
3	SANGADA VIJAYLAXMIBEN LUNJIBHAI	407	600	
4	BAMANIYA MINESH MAKANSINH	402	600	
5	TADVI VARSHABEN SABRBHAI	398	600	
6	VASAIYA AROHIBEN SHANTILAL	396	600	



7	BHARVAD PRIYANKA RUPABHAI	395	600	
8	ROZ LAXMAN BACHUBHAI	392	600	
9	BHABHOR KALPANA BHIMABHAI	389	600	
10	GUNDIYA PARESH MERSING	389	600	
11	CHAUHAN SANDIP NATHUBHAI	385	600	
12	GOHIL SHAILESH RAJENDRABHAI	385	600	
13	SARAGARA NEHABEN RAJESHKUMAR	379	600	
14	BHABHOR SANJAY DHULIYABHAI	374	600	
15	BHURIYA DHARMANDRA DITABHAI	366	600	
16	KALARA KAILASH RANGIBHAI	364	600	
17	PRAJAPATI MEHUL MOHANBHAI	363	600	

**List of 1st Class Students**

**December - 2012**

**B.A. SEM – III - HINDI**

No.	Name of the Student	Marks obtained	Total Marks	Remarks
1	JADAV ARPITABEN VAJESINH	370	600	

**ECONOMICS**

1	RATHVA DIPIKABEN MANGALSINH	406	600	
2	SOLANKI ANILKUMAR DARBARSINH	393	600	
3	BHABHOR NAYNABEN LIMJIBHAI	376	600	
4	MEDA AJITBHAI DITIYABHAI	362	600	

**List of 1st Class Students**

**APRIL - 2013**

**B.A. SEM – II - ENGLISH**

No.	Name of the Student	Marks obtained	Total Marks	Remarks
1	PATEL SHITALBEN KISHORKUMAR	543	700	
2	BHABHOR YOGINABEN KABURBHAI	512	700	
3	JADAV BIPINKUMAR BHARATBHAI	510	700	
4	MUNIYA DIPIKABEN BACHUBHAI	509	700	
5	RATHOD NIRALIBEN RAKESHKUMAR	497	700	
6	GARASIYA VAISHALIBEN PRAKASHBHAI	497	700	
7	PRIYADARSHI KOMAL KIRITKUMAR	495	700	
8	BHABHOR NAVALSINH KIKABHAI	493	700	
9	MAVI PRADIPKUMAR BHURSINGBHAI	492	700	
10	KALARA VIPULKUMAR MAHENDRABHAI	491	700	
11	PASAYA HETALBEN ABHESINH	488	700	
12	PRAJAPATI RAJESH KIRANBHAI	475	700	
13	PRAJAPATI VAISHALIBEN HIMMATLAL	466	700	
14	BHABHOR ANKURBHAI HIRABHAI	464	700	

15	BHEDI MAYURBHAI DINESHBHAI	464	700	
16	PARGI KOMALBEN MOGJHIBHAI	450	700	
17	PARGI JAYESH TERSINGBHAI	448	700	
18	KALMI METABHAI ZEETHRABHAI	440	700	
19	NINAMA MAMTABEN BHURABHAI	432	700	

**GUJARATI**

1	NINAMA JYOTSANABEN DITABHAI	520	700	
2	MAKRANI ROSHANARA RASHIDMAHAMMAD	489	700	
3	MALEK SHABNAMBANU GULAMBHAI	463	700	
4	RATHOD NEELAMBEN DHANABHAI	459	700	
5	BHABHOR ANILBHAI RAMESHBHAI	450	700	
6	PARMAR SHARMISHTHABEN BABUBHAI	439	700	

**HINDI**

No.	Name of the Student	Marks obtained	Total Marks	
1	DANGI BHERUBHAI BACHUBHAI	470	700	
2	BILWAL AJAYKUMAR MITHABHAI	452	700	
3	MAHAVAR JYOTI PRAKASH	446	700	
4	GOHIL RINKALBEN VASANABHAI	429	700	

**ECONOMICS**

1	HATHILA SONALBEN KAMLESH	468	700	
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**APRIL- 2013  
B.A. Sem – II**

	Eng.	Guj.	Hin.	Eco.	Total
<b>Dist</b>	04	01	00	00	
<b>I</b>	15	05	04	01	
<b>II</b>	39	38	23	22	
<b>III</b>	08	51	18	15	
<b>FAIL</b>	54	153	88	96	
<b>AB.</b>	00	03	01	01	
<b>TOTAL</b>	120	251	134	135	

**List of 1st Class Students  
APRIL - 2013  
B.A. SEM – IV - ENGLISH**

No.	Name of the Student	Marks obtained	Total Marks	Remarks
1	RATHOD VIJAYKUMAR DILIPBHAI	429	600	
2	MUNIYA KINJALBEN RAMESHBHAI	423	600	
3	JOSHI NILAMBEN RAMCHANDRA	404	600	

4	NINAMA HINABEN SOMABHAI	403	600	
5	BHATT JAYATI NALINKUMAR	398	600	
6	PATEL KAJALBEN ARVINDBHAI	388	600	
7	MAKWANA SONALBEN MAGANBHAI	387	600	
<b>GUJARATI</b>				
1	HATHILA NAYANABEN RAMANBHAI	411	600	
2	PARMAR SAILESHBHAI MAJIBHAI	406	600	
3	TADVI VARSHABEN SABURBHAI	398	600	

**HINDI**

No.	Name of the Student	Marks obtained	Total Marks	
1	.....NIL.....			

**ECONOMICS**

1	.....NIL.....			
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**APRIL- 2013  
B.A. Sem – IV**

	Eng.	Guj.	Hin.	Eco.	Total
<b>Dist</b>					
<b>I</b>	07	03	NIL	NIL	
<b>II</b>	45	41	24	16	
<b>III</b>	26	59	20	18	
<b>FAIL</b>	37	98	64	60	
<b>AB.</b>	01	--	--	--	
<b>TOTAL</b>	116	201	108	94	

**List of 1st Class Students**

**MARCH - 2013**

**T.Y.B.A - ENGLISH**

No.	Name of the Student	Marks obtained	Total Marks	Remarks
1	MISHRA CHHAYA ARVIND	588	700	
2	MALEK ARZOO IMTIYAZHISAMUDDIN	552	700	
3	RAO PREETI SATYAVEER	540	700	
<b>GUJARATI</b>				
1	BHURIYA TAJUBHAI BABUBHAI	561	700	
2	KHATRI SULATANABANU YUSUFBHAI	554	700	
<b>HINDI</b>				
1	BARIA NAYANABEN JAGDISHBHAI	552	700	
<b>ECONOMICS</b>				
1	BARIA SUNITABEN SHANTILAL	639	700	
2	BARIYA UMABEN SHANUBHAI	594	700	

**List of 1st Class Students  
DECEMBER - 2013  
B.A. SEM – I - ENGLISH**

No.	Name of the Student	Marks obtained	Total Marks	Remarks
1	SAIYAD HEENA SHAHJIDMIYA	502	700	
2	SAIYAD MOHAMMAZIM M.	494	700	
3	DAMOR HARESHBHAI RAMANBHAI	490	700	
4	PRAJAPATI NIKHIL DINESHBHAI	474	700	
5	NISARTA SATISH SAMUBHAI	469	700	
6	DAMOR RUPALBEN MAHESHBHAI	464	700	
7	BILWAL TOFANBHAI PARUBHAI	461	700	
8	PARMAR ANJANABEN KIRTANSINH	459	700	
9	NINAMA SHOBHANABEN GURSINGBHAI	448	700	
10	PRAJAPATI RAKESH MOHANBHAI	427	700	

**GUJARATI**

1	TADVI CHETNABEN SOMJIBHAI	488	700	
2	BHABHOR KANTILAL HABELBHAI	487	700	
3	MORI MANOJKUMAR ZAMPUBHAI	475	700	
4	BHURIA SAROJBEN UDESINH	474	700	
5	DINDOD SWETABEN KASINGBHAI	471	700	
6	BHURIYA NARESHBHAI RAMESHBHAI	464	700	
7	PARMAR HIRALBEN RAYSINGBHAI	464	700	
8	BARIYA MILESH CHANDUBHAI	456	700	
9	DAMOR NILESH MAVJIBHAI	451	700	
10	BARIA MEENABEN LUNJIBHAI	438	700	
11	JATVA BHARGAVIBEN LAXMANBHAI	421	700	

**HINDI**

No.	Name of the Student	Marks obtained	Total Marks	
1	DAMOR SANGITA BABUBHAI	478	700	
2	DAMOR SHARMISHTHA DINESHBHAI	468	700	
3	BILWAL SANGITABEN GENDALBHAI	464	700	
4	SHARMA PRIYA KAMLESH	462	700	
5	MALIK GULNAZ IMTIYAZ	461	700	
6	JADAV SUNANDA MAHESHBHAI	460	700	
7	BHABHOR SHEETALBEN MAHESHBHAI	445	700	

**ECONOMICS**

1	PARMAR NIRALIBEN UDESINH	462	700	
2	DAMOR JASHODABEN BABUBHAI	449	700	
3	CHAUHAN VANDANABEN ABHESINH	516	700	

**List of 1st Class Students  
December - 2013  
B.A. SEM – III - ENGLISH**

No.	Name of the Student	Marks obtained	Total Marks	Remarks
1	PATEL SHITALBEN KISHORKUMAR	474	600	
2	JADAV BIPINKUMAR BHARATBHAI	444	600	
3	PRIYADARSHI KOMALBEN KIRITKUMAR	434	600	
4	BHABHOR YOGINABEN KALUBHAI	418	600	
5	GARASIYA VAISHALI PRAKASHCHANDRA	413	600	
6	PRAJAPATI RAJESH KIRANBHAI	405	600	
7	KALMI METABHAI ZEETHRABHAI	399	600	
8	MUNIYA DIPIKABEN BACHUBHAI	398	600	
9	MAVI PRADIP BHURSINGBHAI	397	600	
10	KATARA VIPUL MAHENDRABHAI	395	600	
11	BACHANI LAVINA HIRANAND	381	600	
12	DAMOR RITABEN KANUBHAI	380	600	
13	NINAMA MAMTABEN BHURABHAI	379	600	
14	BHABHOR NAVALSINH KIKABHAI	377	600	
15	BHABHOR ANKUR HIRABHAI	376	600	
16	RATHOD NIRALIBEN RAMESHBHAI	371	600	
17	HATHILA SANDIP DINESHBHAI	370	600	
18	PARGI JAYESH TERSINGBHAI	370	600	
19	PRAJAPATI VAISHALI HIMMATLAL	365	600	
<b>GUJARATI</b>				
1	NINAMA JYOTSANABEN DITABHAI	431	600	
2	RATHOD NEELAMBEN DHANABHAI	414	600	
3	KISHORI VANITABEN MANSUKHBHAI	412	600	
4	MORI UMESHBHAI MARARSINGBHAI	408	600	
5	MAKRANI ROSHANARA RASHIDMAHAMMAD	408	600	
6	MALEK SHABNAMBANU GULAMBHAI	399	600	
7	HANDA SANJAY RASIKBHAI	376	600	

**HINDI**

No.	Name of the Student	Marks obtained	Total Marks	Remarks
1	GOHIL RINKALBEN VASANABHAI	366	600	

**ECONOMICS**

1	HAHILA SONALBEN KAMLESHBHAI	408	600	
2	RATHOD TRUPTIBN DHULABHAI	390	600	

**List of 1st Class Students  
APRIL - 2014  
B.A. SEM – IV - ENGLISH**

No.	Name of the Student	Marks obtained	Total Marks	Remarks
1	KALARA VIPULKUMAR MAHENDRABHAI	381	600	

2	GARASIYA VAISHALIBEN PRAKASHCHANDRA	398	600	
3	MUNIYA DIPIKABEN BACHUBHAI	397	600	
4	PATEL SHITALBEN KISHORKUMAR	299	600	
5	PRIYADARSHI KOMALBEN KIRITKUMAR	396	600	
<b>GUJARATI</b>				
1	MALEK SHABNAMBANU GULAMBHAI	433	600	
2	MAKRANI ROSHANARA RASHIDMAHAMMAD	416	600	
3	KISHORI VANITABEN MANSUKHBHAI	405	600	

**HINDI**

No.	Name of the Student	Marks obtained	Total Marks	
1	MAHAVAR JYOTI PRAKASH	403	600	
2	BILWAL AJAYKUMAR MITHABHAI	370	600	
3	GOHIL RINKALBEN VASANABHAI	367	600	
4				

**ECONOMICS**

1	DAMOR YOGESHBHAI BHAVSINH	370	600	
2	HATHILA SONALBEN KAMLESH	400	600	
3	NINAMA SOMJIBHAI KALUBHAI	382	600	
4	NINAMA SONALBEN KALUBHAI	410	600	

**APRIL- 2014  
B.A. Sem – IV**

	Eng.	Guj.	Hin.	Eco.	Total
<b>Dist</b>	NIL	01	NIL	NIL	
<b>I</b>	05	03	03	04	
<b>II</b>	49	52	33	36	
<b>III</b>	74	92	48	51	
<b>FAIL</b>	39	128	70	80	
<b>AB.</b>	01	02	01	01	
<b>TOTAL</b>	135	278	155	94	740

**5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?**

The institution facilitates student progression to higher level of education by informing the final year students about various options available after UG and PG and informs about various programs available.

The parents are encouraged to send their children for higher education in India and abroad.

The institution has “UDISHA” placement cell and career guidance cell which help students by organizing expert lectures on career guidance.

**5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?**

- The faculty members identify the students at risk of failure on the basis of class presentation, performance in internal and university exams.
- They are given personal attention, extra assignments, asked to write past years university papers, use PPTs for clarity and encouraged to interact with fellow students or scholarly students so that they can solve their problems.
- There is a provision of simplified study material for weaker students
- Counselling is done to minimize the drop out ratio as we find that the majority of Arts faculty students belong to the economically backward strata of society who are sometimes compelled to leave the college and earn their livelihood. Such students are convinced not to leave the college.
- The socio economic, cultural and psychological issues contribute to the drop out factor. To deal with the socio cultural problems, the counselling cell and grievance cell address the problems of the students and sometimes parents too.
- The college also arranges cost free remedial classes for the weak students.

### 5.3 Student Participation and Activities

#### 5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

The activities done under swarnim Gujarat are of the nature of cultural and extracurricular activities The following is the list of range of cultural and other extracurricular activities-

Under **Gnan Dhara** activities covered are, essay writing, elocution, quiz etc.

Under **Geet sangeet Nrutya Dhara** activities covered are solo dance, group dance

Under **Natya Dhara** activities covered are one act play and mimicry.

Under **Vyayam Yog- khel kud Dhara** activities covered are cricket, table tennis, volley ball, chess, carom, Badminton. Under the same Dhara Athletic Events like 100mtrs, 400mtrs running, long jump, javelin throw, shot put, discuss throw etc.

Under **Sarjanatmak abhivyakti Dhara** activities covered are poetry recitation.

Under **Rang kala kaushlya Dhara** activities covered are Poster making, Best out of Waste, Rangoli and Mehendi competition.

Under **Samudayik Seva Dhara** the activities covered are related to social service and Environmental Upkeep.

Academic Year	Name of the Dhara	Number of Participants
2009-10	Geet, sangit, Nrutya Dhara	29
	Natya Dhara	09
	Vyayam Yog khel kud Dhara	253
	Sarjanatmak abhivyakti Dhara	136
	Rang kala kaushlya Dhara	21
	Samudayik Seva Dhara	223
	Gnan Dhara	179
2010-11	Geet, sangit, Nrutya Dhara	28
	Natya Dhara	08
	Vyayam Yog khel kud Dhara	95

	Sarjanatmak abhivyakti Dhara	26
	Rang kala kaushlya Dhara	06
	Samudayik Seva Dhara	101
	Gnan Dhara	157
<b>2011-12</b>	Geet, sangit, Nrutya Dhara	23
	Natya Dhara	07
	Vyayam Yog khel kud Dhara	38
	Sarjanatmak abhivyakti Dhara	05
	Rang kala kaushlya Dhara	10
	Samudayik Seva Dhara	355
	Gnan Dhara	49
<b>2012-13</b>	Geet, sangit, Nrutya Dhara	11
	Natya Dhara	07
	Vyayam Yog khel kud Dhara	601
	Sarjanatmak abhivyakti Dhara	09
	Rang kala kaushlya Dhara	33
	Samudayik Seva Dhara	315
	Gnan Dhara	27
<b>2013-14</b>	Geet, sangit, Nrutya Dhara	25
	Natya Dhara	11
	Vyayam Yog khel kud Dhara	506
	Sarjanatmak abhivyakti Dhara	08
	Rang kala kaushlya Dhara	20
	Samudayik Seva Dhara	Entire College
	Gnan Dhara	33

**Cultural Activities  
2009-10**

<b>Date</b>	<b>Activities</b>
July 29,2009	Formation of Students' Union and other Committees
Aug. 3, 2009	Rakshabandhan Celebration
Aug. 10,2009	Tree Plantation Program in association with NSS & Prakruti Mandal
Sept.5, 2009	Teachers' Day Celebration
Sept. 18-19, 2009	Youth Festival at Baroda
Dec.5to 8, 2009	Celebration of Days (Traditional Day, Senior Citizen Day, Environmental Day)
Jan.9,2010	Musical Day & Prize Distribution Program
Jan.12, 2010	Lecture & Elocution Competition on Vivekananda

**Cultural Activities  
2010-11**

<b>Date</b>	<b>Activities</b>
July 5,2010	Induction Meeting FBA/BCom
Aug.10, 2010	Formation of Students' Union and other Committees
Aug. 23,2010	Rakshabandhan & Guru Purnima Celebration
Sept.5, 2010	Teachers' Day Celebration
Sept. 22-23,	Youth Festival at Kakanpur



2010	
Oct.1, 2010	Lecture on Gandhiji
Oct.12,2010	Navratri Celebration & Garba
Dec.9, 2010	Dance Program on Pratibadhata Divas
Jan.12, 2011	Formation of Red Ribbon Club
Jan.21, 2011	Musical Day & Prize Distribution Program

**Cultural Activities  
2011-12**

<b>Date</b>	<b>Activities</b>
July 4,2011	Induction Meeting FBA/BCom
July15, 2011	Guru Purnima Celebration
July 30, 2011	Mehandi Competition
Aug.1, 2011	Formation of Students' Union and other Committees
Sept. 5, 2011	Teachers' Day Celebration
Sept.17-18, 2011	Youth Festival at Santrampur
Oct.12, 2011	Participated in Inter Zonal (Group Song) Youth Festival
Dec.30, 2011	Blood Group test (700 Students)
Jan.19, 2012	Musical Day & Prize Distribution Program

**Cultural Activities  
2012-13**

<b>Date</b>	<b>Activities</b>
July 2,2012	Induction Meeting FBA/BCom
Aug. 6, 2012	Formation of Students' Union and other Committees
Sept. 5, 2012	Teachers' Day Celebration
Sept.24-25, 2012	Youth Festival at Munpur
Jan.21-22, 2013	Thalassemia Camp
Feb.11,2013	Musical Day & Prize Distribution Program

**Cultural Activities  
Calendar 2013-14**

The cultural committee of the college is dedicated to cater the need of the students to be associated to our culture and heritage. It encourages learners to develop their talents, improve their team spirit and boosts their confidence and morale.

Prof. D. B. Muniya is the convener of this committee.

Cultural activities organised by the committee are Annual Day, which is usually organized in the month of February. Other activities are Mehndi, Rangoli, Poetry Recitation, Debate, Traditional Day, Singing (Solo & Group), Dance (Solo & Group), etc. Winners of the competitions are awarded certificates, and cash prizes.

Fresher's Welcome	June 29 <sup>th</sup> , 2013
Student union Formation	July 26 <sup>th</sup> , 2013
August 9 <sup>th</sup> , 2013	Debate Competition: Social Media is benefiting the youth
August 13 <sup>th</sup> , 2013	Singing competition
August 23 <sup>rd</sup> , 2013	Mehndi and Rangoli Competition
August 26 <sup>th</sup> , 2013	Quiz competition by student union
September	Youth Festival
9 <sup>th</sup> Dec., 2013	Society Establishment Day Celebrations
24 <sup>th</sup> Feb. 2014	Safai Day
25 <sup>th</sup> Feb. 2014	Saree Day
26 <sup>th</sup> Feb. 2014	Traditional Day
27 <sup>th</sup> Feb., 2014	Speech on Women Empowerment
28 <sup>th</sup> Feb., 2014	Poetry Recitation Programme
1 <sup>st</sup> March, 2014	Story writing competition
3 <sup>rd</sup> March, 2014	Extempore
4 <sup>th</sup> March, 2014	Essay Competition: Swarnim Gujarat
Feb.-March, 2014	Annual day

### **Cultural Activities Calendar 2014-15**

The cultural committee of the college is dedicated to cater the need of the students to be associated to our culture and heritage. It encourages learners to develop their talents, improve their team spirit and boosts their confidence and morale.

Prof. D. B. Muniya is the convener of this committee.

Cultural activities organised by the committee are Annual Day, which is usually organized in the month of February. Other activities are Mehndi, Rangoli, Poetry Recitation, Debate, Traditional Day, Singing (Solo & Group), Dance (Solo & Group), etc. Winners of the competitions are awarded certificates, and cash prizes.

Calendar of college Activities

Aug.5 <sup>th</sup> 2014	Fresher's Welcome
Aug., 19 <sup>th</sup> 2014	Student union Formation
August 23 <sup>rd</sup> , 2013	speech Competition: Female Infanticide.
August 25 <sup>th</sup> , 2013	Singing competition (solo+ group)
August 27 <sup>th</sup> , 2013	Mehndi and Rangoli Competition
August 26 <sup>th</sup> , 2013	Quiz competition by student union
September	Youth Festival
2 <sup>nd</sup> Oct., 2014	Safai Day
9 <sup>th</sup> Dec., 2013	Society Establishment Day Celebrations
20 <sup>th</sup> Jan. 2015	Saree Day
27 <sup>th</sup> Jan. 2015	Traditional Day
28 <sup>th</sup> Jan., 2015	Debate: Is BJP a democratic party
29 <sup>th</sup> Jan., 2015	Poetry Recitation Programme
30 <sup>th</sup> Jan., 2015	Story writing competition
31 <sup>st</sup> Jan., 2015	Extempore
4 <sup>th</sup> Feb., 2015	Essay Competition: Govt. Foreign Policy
Feb.-March, 2015	Annual day

**List of Participation in various Sports (2011-14)**

Year	Various level of participation				
	Inter class	Inter college	District	State	Inter University
2011-12	Athletics - 66 Cricket - 44 Volleyball - 14 Kho-kho - 22	Athletics - 8	Athletics - 8	Football - 16	-
	<b>Total 178 Players Participated in various level of competition.</b>				
2012-13	Athletics – 344 Carom – 52 Chess – 20 Cricket – 273 Badminton- 46 Table Tennis-30 Volley Ball- 49 Kho-Kho- 36	Cross-Country – 10 Kabaddi – 12 Archery – 8 Athletics – 7 Hockey – 16 Foot Ball- 16 Chess- 2 Badminton- 4 Table Tennis- 4	Football – 3 Volleyball – 8 Athletics – 15 Chess – 1 Yoga - 1 Badminton- 4 Table Tennis-4 Kho-Kho- 12	Hockey – 3 Volleyball – 4 Football- 3 Athletics- 1	Hockey – 4 Athletic- 1 Badminton- 1 Football – 2 Table Tennis-2 <b>Note :</b> (This four player was selected for Gujarat Uni. Team trial selection) <b>One Player Selected for all India Inter Uni. Athletic</b>
	<b>Total 998 Players Participated in various level of competition.</b>				
2013-14	Athletics – 382 Carom – 28 Chess – 14 Cricket – 320 Badminton – 22 Table Tennis- 26 Volleyball – 24	Chess – 2 Football – 16 Athletics – 11 Hockey - 16 Volleyball – 10 Badminton – 4 Cross Country- 8	Athletics- 3 Hand Ball- 2 Football – 4 Volleyball – 2 Hockey - 3	Hockey- 3 Volleyball- 2 Football – 4 Athletic - 3	Football – 4 Hockey – 5 Athletic - 4 <b>Note :</b> (These four players were selected for Gujarat Uni. Team trial selection) <b>Two Players Selected for all India Inter Uni. Football</b>
	<b>Total 922 Players Participated in various level of competition.</b>				

Various level of participation					
	Inter class	Inter college	District/Zonal	State	Inter University
2014-15	Athletics – 269 Carom – -- Chess – 24 Cricket – 208 Badminton – 55 Table Tennis- 32 Volleyball – --	Chess – 01 Football – 16 Athletics – 05 Hockey - 16 Volleyball – 12 Badminton- 02 Table Tennis-03 Cross Country- 05 Kho-Kho- 12	Athletics- Hand Ball- Football – 03 Football – 16 (Khel Mahakumbha) Volleyball – 01 Volleyball- 07 Khel Mahakumbha) Hockey - 03 Table Tennis- 02 Table Tennis- 02 (Khel Mahakumbha) Badminton- 01 Kho-Kho- 02	Volleyball- 07 Football – 11 Table Tennis-01	Football – 01
	Total 717 Players Participated in various competitions. Combined Sports Meet Organized by the Governing Body on Feb.9-10, 2015 in 37 students of our college participated.				

**Student's achievement list (2011-14)**

<b>Year</b>	<b>Name of the player</b>	<b>Sports</b>	<b>Level of Participation</b>	<b>Medal</b>
<b>2011-12</b>	Yadav Chandrashakhaer	Hockey	District	Participated
	Rathod Anand	Hockey	District	Participated
	Sing Shailesh	Football	District	Participated
	Rao Priti	Table Tennis	District	1 <sup>st</sup>
	Survay Rahul	Volley Ball	District	Participated
	Survay Dhaval	Volley Ball	District	Participated
<b>2012-13</b>	Bilwal Mamta	Cross Country	University Team Selection Trial	Participated
	Shaikh Khalid	Bad Minton	Guj.Uni.South Zone Inter College, Badminton Men Single & Uni. Team Selection Trial	Champion
	Dravidar Rahul Abbasi Mozafir	Football	University Team Selection Trial	2 players Selected for trial
	Yadav Chandrashakhaer Parmar Mahul Rathod Anand Solanki Priyank	Hockey	Guj.Uni.South Zone Inter College, Hockey Men & Uni. Team Selection Trial	Runner up & 4 players Selected for trial
	Rao Priti Parmar Sarita	Table Tennis	Guj.Uni.South Zone Inter College, Badminton Women Single & Double & Uni. Team Selection Trial	Women Single Champion & Women Double Champion
<b>2012-13</b>	Shaikh Khalid Pathan Zamir Shristav Payal Mavi Asha Bilwal Mamta	Athletics	Guj.Uni.South Zone Inter College, Athletics	400mtr – 1 <sup>st</sup> Hammer Throw – 1 <sup>st</sup> 100mtr Hur.- 1 <sup>st</sup> Longjump – 3 <sup>rd</sup> 1500mtr- 3 <sup>rd</sup>
	Survay Rahul Survay Dhaval Damor Hitesh Katar Mohar Roz Laxman Pamar Harshad Shaikh Khalid	Volley Ball	District	Champion
	Singh Shailesh	Chess	District	Champion
	Damor Rahul	Yoga	District	3 <sup>rd</sup>
<b>2013-14</b>	Rathod Anand Shaikh Fahad Solanki Priyank Mali Ankur Parmar Kayur Mori Harish Mori Ajit Mori Dipak Rathod Kalu Gurnani Lokesh Mori Manish Mori Paresh Singh Shailesh Bhuriya Jayesh Mandod Vinod Bharwad Jayesh	Hockey	Guj.Uni.South Zone Inter College, Hockey Men & Uni. Team Selection Trial	Runner up 5 players Selected for Uni. Team Trial  1. Parmar Kayur 2. Shaikh Fahad 3. Rathod Anand 4. Solanki Priyank 5. Mali Ankur

	Mandod Vinod Singh Shailesh Thakur Prashant Rajput Hitesh Singh Diwakar Bhagel Deepak Garasiya Sanjay Katara Ridham Yadav Harshvardhan Chhipa Saddam Damor Rahul Porwal Bhavesh Chauhan Chirag Dravidar Rahul Rathod Anand Survay Rahul	FootBall	Guj.Uni.South Zone Inter College, FootBall Men & Uni. Team Selection Trial	Champion 4 players Selected for Uni. Team Trial  1. Mandod Vinod 2. Rajput Hitesh 3. Dravidar Rahul 4. Chauhan Chirag  2 Players Selected for All India Inter Guj.Uni. Team
2013- 14	Shaikh Khalid Pathan Zamir Chhatriya Ankur Shristava Payal	Athletic	Guj.Uni.South Zone Inter College, Athletic	4 Players Selected for Trial

Year	Name of the player	Sports	Level of Participation	Medal
2014- 15	Baberia Ravindra	Table Tennis	Guj.Uni.South Zone Inter College	IV Rank
	Ninama Kalpesh	Table Tennis	Guj.Uni.South Zone Inter College	III Rank
	Ninama Kalpesh	Table Tennis	District	I Rank (Champion)
	Rao Priti	Table Tennis	District	I Rank (Champion)
	Survay Rahul	Volley Ball	Guj.Uni.South Zone Inter College	Participated
	Shaikh Abdul Khalid	Badminton	Guj.Uni.South Zone Inter College	Runner Up
	Shaikh Abdul Aabid	Badminton	Guj.Uni.South Zone Inter College	Runner Up
	Mandod Vinod & Team	Football	Guj.Uni.South Zone Inter College	Runner Up
	Mandod Vinod	Football	All India Inter University	Paticipation
	Rajput Hitesh	Football	Guj.Uni.Team Selection Trial	Paticipation
	Baberia Ravindra	Football	Guj.Uni.Team Selection Trial	Paticipation

**5.3.2 Furnish the details of major student achievements in co-curricular, extracurricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years.**

**National Level :**

Eight students participated in Inter Zonal (Group Song) Youth Festival in Oct. 2011-12

**5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?**

The college has taken feedback from its students covering attributes such as teaching environment, quality of infrastructure, faculty support and its quality, fee structure and library support. The result of the analysis from the period 2009-15 has been done and necessary steps have been taken to improve the performance of the college.

**5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.**

Notice is circulated to the students inviting their articles. The faculty motivate and guide them. The college has published college magazine **Aadim** in which the achievements of the students and their articles have been published.

**5.3.5 Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.**

Yes. A student council is formed as per guideline of Gujarat University.

The topper from each class is selected as student's representative in the Union.

The constitution of the Students Union comprises of General Secretary, Ladies

Representative, Cultural GS, Library Secretary, Sports Secretary and Discipline Secretary.

The Student Council organizes Annual Day and Cultural Day.

**5.3.6 Give details of various academic and administrative bodies that have student representatives on them.**

The details regarding various academic /administrative bodies have been given below:

Sr. No.	Academic/ Administrative Bodies
1	Students Union
2	NSS
3	NCC
4	Cultural Committee
5	College Magazine Committee
7	Sports Committee
8	CWDC
9	Grievance Redressal Committee
10	Library Committee
11	IQAC

**5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution.**

The institution keeps in touch with the Alumni through the Alumni Association and tries to involve them in the development of the institution. Some of the past faculty members have been invited for guest lectures. The Alumni are also aware of NAAC guidelines as some of them are serving as faculty members in other colleges and universities. Hence we get their valuable contribution to improve our teaching quality.

**Criterion - VI**

**CRITERION VI**

**Governance, Leadership and Management**

**Criterion - VI**  
**Governance, Leadership and Management**

**6.1 Institutional Vision and Leadership**

**6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?**

**Vision:**

The vision of our Institution is to aim at the overall development of all our students to enable them to meet the challenges of life at national and global level.

We wish to make our tribal and weaker section of students more aware and uplift them and thereby make all the students competent citizens of the nation.

**Mission**

- Our mission is to provide value based education.
- To widen the horizon of their knowledge of humanities and commerce.
- To motivate them for social services.
- To enlighten them to become responsible citizens and partake in economic and social development of the nation.

The vision and mission of the Institution is communicated to the students, teachers, staff and other stake holders through-

- Regular dialogue in the form of meetings, get together, one to one interaction.
- Display on the boards at the entrance of the college and in the prospectus.
- By informing the students about the same through Induction meeting
- By communicating to the parents during parent teacher meeting.
- Through motivational talks during various programmes conducted by the institution.

The institution seeks to provide quality education which increases the employability potential of the students.

**6.1.2 What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?**

The top management comprises of the Managing Trustee, President, Vice President, Secretary and Treasurer. They play a very important role in designing and implementing its quality policy and plans.

The principal is the chairman of IQAC and of various college committees. He executes the policies and plans designed by management. He forms various committees of the college which are expected to discharge responsibilities under his supervision.

The faculty frames the teaching plan and implements it.

In the beginning of the academic year the faculty members plan and implement the curricular and co curricular activities.

**6.1.3 What is the involvement of the leadership in ensuring :**



- **The policy statements and action plan for fulfillment of the stated mission.**
- **Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan**
- **Interaction with stakeholders**
- **Proper support for policy and planning through need analysis , research inputs and consultations with the stakeholders**
- **Reinforcing the culture of excellence**
- **Champion organizational change**
- **The policy statements and action plan for fulfillment of the stated mission.**

The Principal/Incharge of the institution frames the action plans. Once in a month he

attends meetings with the management and conveys the progress and issues of the college and seeks guidance for further action.

- **Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan**

The college being grant-in-aid is dependent upon top management for its infrastructural requirements hence the Incharge of the college has to prepare action plans and put them before the management for their approval.

- **Interaction with stakeholders**

The college follows participatory management style in taking all decisions. Our stakeholders are faculty members, students, parents, alumni and the governing body.

The college has a Student Council who looks after the interests of the students' community and occasionally interacts with the Incharge for the problems faced by them.

The college conducts PTA meetings and the parents are informed about the college activities and the expectations of college from the students. Parents are also informed about the opportunities of higher education available for the students.

The college has constituted an Alumni Association and some of them have given valuable advice to the governing body and the chair for the development of the college.

The experts and the professionals of our Dahod town occasionally visit the college and deliver lectures on Right to Information Act and voting awareness.

- **Proper support for policy and planning through need analysis , research inputs and consultations with the stakeholders**

The stake holders like the governing body, the faculty and the students interact with each other. This results into creation of academic plans for the betterment of the college eg. finalizing UGC plans in context of the college needs, finalizing the requirement of books, equipment etc.

- **Reinforcing the culture of excellence**

The college is aware of the fact that the majority of its students belong to the weaker strata of the society who need to be uplifted, which requires the college to take up social responsibility to nurture

such students. The college wants to focus on overall development of its students.

- **Champion organizational change**

The college has adopted CBCS from Annual pattern which was a fundamental change which all have accepted and the new change is smoothly implemented.

#### **6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?**

In order to monitor and evaluate policies, the IQAC has been established under the leadership of the head of the Institution which makes a quality policy for improving the teaching learning processes. For the purpose of the effective implementation and improvement in the policy, suggestions are taken from the members of faculty, stakeholders-through the Student feedback, and occasional suggestions from select Alumni and Parents are taken.

The members of the governing body are always available to guide the college for its overall development.

#### **6.1.5 Give details of the academic leadership provided to the faculty by the top management?**

The Principal/Incharge of the college provides the best of guidance to the college in their efforts for achieving excellence towards quality teaching. Constant motivation is provided by the Incharge to the faculty members and students for higher education. The teaching staff is encouraged to take up research work and present papers at conferences and seminars. The Principal and Incharge along with the governing body meet on last Thursday of every month and discuss all the college issues, decide policies and plans in the interest of the college.

#### **6.1.6 How does the college groom leadership at various levels?**

The governing body is developing leadership qualities at various levels in our college. Based on its interaction with faculty members and non teaching staff dynamic members are drawn out and given leadership roles to head the committee or to look after the college affairs. The faculties identify students possessing leadership qualities, such students are encouraged to take up curricular co-curricular and extra-curricular responsibilities. This helps to develop leadership qualities of the students.

#### **6.1.7 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?**

The Heads of Departments are given the autonomy in the matters of allocation of syllabus/workload, allotment of classes and assigning other responsibilities in the department. As part of their duty, the heads independently work out a schedule and supervise the implementation for the smooth functioning of the department. The

Heads also plan in consultation with the department members the other co-curricular and extra-curricular activities.

For the smooth functioning of the college, different committees like Admission Committee, Time table Committee, Library Committee, Examination

Committee, Cultural Committee, Saptdhara Committees, Sports Committee, Anti Ragging Committee, UGC Committee, IQAC Committee, NAAC Committee etc. are constituted and coordinators appointed.

All of them work independently and report to the Principal.

**6.1.8 Does the college promote a culture of participative management? If 'Yes', indicate the levels of participative management.**

Yes. The institution takes inputs from staff before deciding on a policy. Various committees and the departments help in the decision making process of the institution.

In the beginning of each academic year the Principal/Incharge forms different committees like:

IQAC	UGC Committee
Admission Committee	Finance Committee
Time-Table Committee	Research Committee
Library Committee	Saptdhara Committee
Grievance Redressal Committee	Career Guidance Centre
Cultural Committee	Women Development Cell
Sports Committee	NSS
Examination Committee	NCC
Anti Ragging Committee	Office Administration Committee

**6.2 Strategy Development and Deployment**

**6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?**

Yes, the Institution has the Vision, Mission, Goals and Objectives which reflects its quality policy.

The college has developed its quality policy by analyzing its local scenario and synchronizing the same with the guidelines of NAAC, UGC and state government.

When the institution implements the goals and ideas of these esteemed bodies a good quality policy automatically takes shape.

- . The Vision, Mission and Objectives are:
- displayed on the college campus.
  - mentioned in the prospectus of the college.
  - Conveyed to the First year BA/BCom students during the Induction meeting.
  - As we want to uplift our students in the same context the UDISHA cell shows the direction to the students to secure appropriate jobs.
  - The KCG an initiative of government of Gujarat promotes teaching faculty to take up research work and deliver expert lectures at SANDHAN.
  - The IQAC is concerned about the maintenance of quality education hence it continuously reviews the teaching and learning process which finally helps in delivering a good quality policy.
  - Under “Chalo College Abhiyan” a peer team from KCG visits the college and reviews its college activities which in turn also helps the college to know where it stands.

- The Management occasionally holds formal and informal meetings with the staff
- Faculties are encouraged to participate in seminars, conferences, workshops and refresher and orientation courses to update their knowledge and skill base.
- The Head of the Departments have been provided with separate rooms
- Teaching faculty is involved in administrative activities like admissions, attendance, internal result, UGC, exam work etc. due to shortage of office staff.

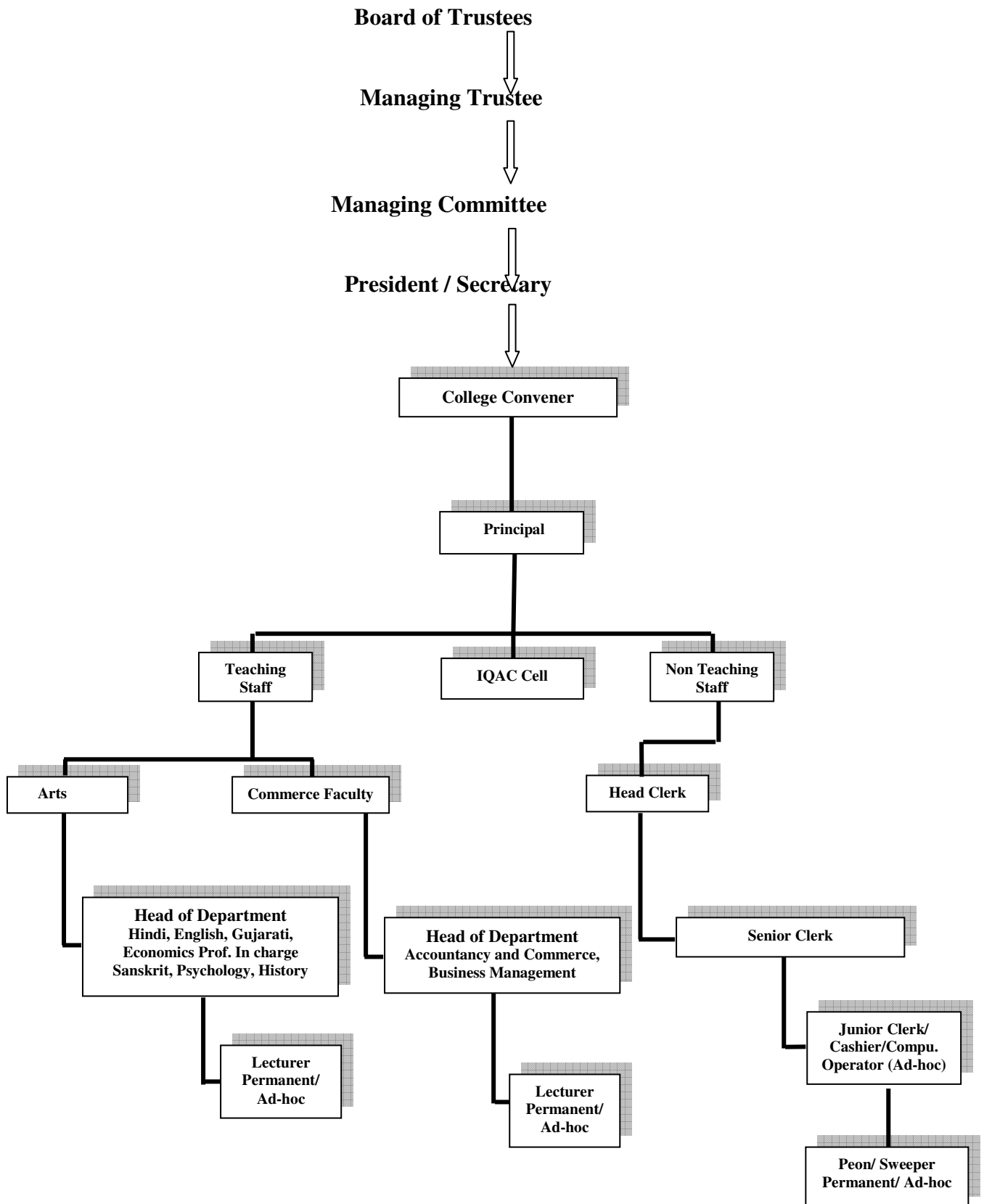
**6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.**

Yes, the Institute has a perspective plan for development. The aspects considered for inclusion in the plan are:

- To avail the maximum benefits of UGC Plans.
- To pass on the benefits of UGC Plans to needy students of our college.
- To provide merit scholarship to meritorious students.
- To encourage students to take part in extra-curricular and co-curricular activities.
- To inculcate self discipline among students to attend college regularly and improve their academic records.
- To start new batches for Digital English Language Lab (DELL)
- To add new equipments for Computer Assisted Learning.
- To enrich our library with new books for UG and PG program.
- We wish to submit the proposal of new Career Oriented Programs.
- To construct a Seminar Hall.

6.2.3 Describe the internal organizational structure and decision making processes.

Organizational Structure



**Management:**

In context of decision making processes the governing body takes decisions pertaining to finance and infrastructure. The decisions taken by the governing body are conveyed to the Convener and the Principal of the college.

**Principal:**

The Principal implements the decisions of the governing body, Commissioner of Higher education, University and UGC. And for smooth and effective execution of the above he has to form various committees at college level. He also interacts with College convener and IQAC .

**IQAC:**

The IQAC is concerned about the maintenance of quality education hence it continuously reviews the teaching and learning process which finally helps in delivering a good quality policy.

**Departments:**

The Head of the Department and staff members take decisions about departmental work load, time table, assignments, viva etc.

**Staff:**

Staff members participate in the planning and execution.

**Student Council:**

The decisions regarding co curricular and extra- curricular activities are taken in consensus with the student council.

**6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following**

- **Teaching & Learning :**
- **Research & Development :**
- **Community engagement :**
- **Human resource :**
- **Industry interaction :**
- **Teaching & Learning:**

The college mainly follows the conventional teaching learning methodology and additionally also relies on present day techniques of teaching. It stresses on interactive discussions and class presentations under the new CBCS.

On some occasions power-point presentations are used with LCD projectors.

Some departments use interactive methods, student seminars and project based methods of learning.

In some departments, industrial visit is also arranged.

The institution has a well equipped library with a number of books and journals which

help the faculty to enhance the teaching and learning

The feedbacks of students are collected, analyzed and the suggestions for improvement are communicated to the faculty member.

Meritorious students are encouraged and honoured

- **Research & Development :**

Some of the faculties have completed their Ph. D and some are pursuing it. Sufficient motivation is given to all faculty members to take up research work.

- **Community Engagement :**

The college strictly follows the state government policy in giving admission to the SC/ST and other backward students.

Further to motivate the weaker students it seriously implements the policy of providing scholarships.

The NSS unit and CWDC conduct extension activities like Blood Donation

Camps, tree plantation, save the girl child, traffic safety week, removal of blind beliefs,

AIDS awareness programs, Thalessemia check up etc.

The NSS prepares its service oriented programs by analyzing the requirement of its local area.

Our students are actively involved in Adult literacy program, AIDS Rally, Sickle cell detection , support to Blind school etc. which are interlinked with surroundings and social needs.

- **Human Resource Management:**

The head of the institution takes care of HRM function and through manpower planning he calculates the staff requirement which is conveyed to CHE office and based on this the college is provided manpower. However no fresh recruitment has been done since 1998. Hence the governing body has to manage the staff requirement by appointing Ad hoc staff.

The governing body and the chair provide motivation to the staff to maintain their morale.

The office takes care of the retirement related paper work of teaching and non teaching staff.

- **Industry interaction**

The college has recently conducted industrial visit at Mundra Port, Kuchchh. The PG students regularly interact with banks and small scale industries for their Project work.

### **6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?**

The head of the institution makes adequate information available for the top management and the stakeholders to review the activities of the institution by taking feedback from the students, staff and parents. By displaying them on the notice board, conducting result analysis, reporting co-curricular and extra- curricular activities to the governing body during its regular meetings.

### **6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?**

The Management encourages and supports the involvement of the staff in the improvement of the effectiveness and efficiency of the institutional process.

It invites suggestions from the faculties towards quality improvement in teaching, learning and research work.

The different Departments and committees are given full autonomy in planning and implementing various activities.

Staff is motivated to participate in Refresher/Orientation Courses, Seminars, Workshops and paper presentations.

Annual motivational program and lecture is organized by the management on its establishment day “Pratibadhata Divas”.

**6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.**

The following are the resolutions made by the Management Council from November 2006 To August 2014, along with status of the resolution.

Sl.No.	Date	Resolution done by governing body	Status of Resolution
1	23-11-06	To appoint official Principal & Professor in charge	appointment done
2	04-1-08	Swarnim Gujarat in activities to be implemented.	Work done.
3	04-12-08	To install CCTV Camera in college premises	Installation is completed.
4	29-01-09	Change of Electrical fittings of the institution.	Work completed.
5	02-06-09	Appointment of required teaching and non-teaching staff on adhoc basis	Necessary appointment of adhoc staff is done
6	02-06-09	Discussion of schemes to be utilized under XI <sup>th</sup> plan of UGC	Discussion is done to utilized merged schemes and college development grant
7	18-07-09	Construction of women Hostel Under XI <sup>th</sup> plan of UGC.	The construction of women hostel is completed
8	05-01-12	To submit the accounts of XI <sup>th</sup> plan UGC	Submission done and NOV received.
9	28-09-13	Renovation of College premises ( College gate, Security cabin & internal Road)	Work in progress
10	16-01-14	Construction of Auditorium on second floor of the college building	Construction work is in progress
11	11-09-14	To establish academic council of all HOD	Formation completed

**6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?**

Yes, the affiliating university has a provision for according the status of autonomy to any affiliated institution.

The institute has made no efforts to obtain autonomy.

**6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyse the nature of grievances for promoting better stakeholder relationship?**

Institute has constituted a Grievances Redressal Committee. This committee discusses the matter with Principal to solve the problem.

**6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute ? Provide details on the issues and**



### **decisions of the courts on these?**

Since last 4 years there are 3 court cases, 2 cases both by Prof. V.P.Dhandukia are filed by him against the CHE, Dept. of Edu.Govt. of Gujarat in which the college is made a subsidiary party. In the third case the institute has filed case against the CHE, Dept. of Edu.Govt. of Gujarat, where Dr. H.A.Hasan is made a subsidiary party. The result of two cases one of Prof. V.P.Dhandukia (for receiving his back wages and one of Dr. H.A.Hasan (Response to Initial petition filed by Dr. H.A.Hasan against the CHE, Dept. of Edu.Govt. of Gujarat in which the college has filed a case against the CHE, Dept. of Edu.Govt. of Gujarat about the reinstatement of Dr. H.A.Hasan) are pending. In the first case filed by Prof. V.P.Dhandukia against the CHE, Dept. of Edu.Govt. of Gujarat, the court had directed to reinstate Prof. V.P.Dhandukia in its decision against the CHE, Dept. of Edu.Govt. of Gujarat and accordingly the college has reinstated him.

#### **6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?**

Yes, the institution has a feedback mechanism where the students are given forms and they are asked to fill up these feedback forms for assessment of the faculty members as well as the subjects taught by them.

Forms are then analyzed confidentially and the needful is done.

The Management also takes keen interest in the development and improvement of institution's performance.

### **6.3 Faculty Empowerment Strategies**

#### **6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non-teaching staff ?**

The faculty members are encouraged to participate and present papers in the professional workshops, conferences, seminars, related to their area of specialization.

They are also encouraged to take up research work like Ph.D, Minor and Major Research Projects.

They are motivated to participate in the capacity building workshop organized by KCG.

As part of the professional development of the teaching and non teaching staff of the institution, the management organizes motivational program every year.

#### **6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?**

The strategies adopted by the institution are mainly implementing consensus decision making

and participative style of management.

- Various committees are formed and the work is decentralized through them.
- Staff members are encouraged to participate in training programs organized by KCG(Knowledge Consortium of Gujarat) and UGC.
- Under SAPTDHARA each faculty takes up his role in one or two dharas which are conducted at college, district or zonal level. The report of each dhara is prepared and sent to district coordinator. This is highly satisfying experience for them.

- They are encouraged to present papers in seminars and conferences at various levels.

Faculty members of the institute are invited for expert lectures for which the institute grants duty leave and other facilities

**6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.**

Yes, the Commissioner of Higher Education, Government of Gujarat has provided us with API norms which the teaching faculty must follow, based on filling the proforma of API norms and its subsequent assessment by CHE Gandhinagar, the faculties are given their due promotions, hence the scientific performance appraisal system is in place. The following is the Blank proforma of API norms, which was recently followed to give promotion to our faculty members.

**ACADEMIC PERFORMANCE INDICATORS**

**(Please see detailed instructions of this PBAS proforma before filling out this section)**

**CATEGORY: I. TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES**

- (i) Lecturers, Seminars, Tutorials, Practicals, Contact Hours ( Give semester-wise details, where necessary)

Sl. No.	Course/Paper	Level	Mode of teaching*	Hours per week allotted	% of classes taken as per documented record

- Lecture (L), Seminar (S), Tutorial (T), Practical (P), Contact Hours (C)

		API Score
(a)	Classes taken (max 50 for 100% performance & proportionate score up to 80% performance, below which no score may be given	
(b)	Teaching Load in excess of UGC norm (max score:10)	

- (ii) **Reading / Instructional material consulted and additional knowledge resource provided to students.**

- (iii)

Sl.No.	Course / Paper	Consulted	Prescribed	Additional Resource Provided
API score based on preparation and imparting of knowledge / instruction as per Curriculum & syllabus enrichment by providing additional resources to students (max.score:20)				API Score

- (iv) **Use of Participatory and innovative Teaching – Learning Methodologies, Updating of Subject Content, Course Improvement etc.**

Sl.No.	Short Description	API Score
	Total Score (Max.Score:20)	

- (v) **Examination Duties Assigned and Performed**

Sl.No.	Type of Examination Duties	Duties Assigned	Extent to which carried out (%)	API Score
	(Total Score Max:25)			

**CATEGORY: II. CO-CURRICULAR, EXTENSION, PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES**

Please mention your contribution to any of the following:

Sl.No.	Type of Activity	Average Hrs. / week	API Score
	(i)Extension, Co-curricular & field based activities.		
	Total (Max:20)		
	(ii)Contribution to Corporate Life and Management of the Institution	Yearly / Semester wise responsibilities	API Score
	Total (Max:15)		
	(iii)Professional Development Activities		
	Total (Max:15)		
	Total Score(i+ii+iii) (Max:25)		

**CATEGORY:III. RESEARCH,PUBLICATION AND ACADEMIC CONTRIBUTIONS**

**A) Published papers in Journals.**

Sl. No	Title with page nos.	journal	Year of Publication	ISSN / ISBN No.	Referred or not	Latest Impact Factor if any	No.of Authors	Whether you are the main Author / sole author	API Score

**B) (i) Articles / Chapters published in Books**

Sl.No	Title with page nos.	Book Title, editor & publisher	Year of Publication	ISSN/ ISBN No.	Whether peer reviewed	No.of Authors	Whether you are the main Author/ sole author	API Score

**(ii) Full Papers in Conference Proceedings**

Sl.No	Title with page nos.	Details of Conference Publication	Year of Publication	ISSN/ ISBN No.	No.of Authors	Whether you are the main Author/ sole author	API Score

**(iii) Book Published as single author or as editor**

Sl.No	Title with page nos.	Types of Book & Authorship	Year of Publication	ISSN/ ISBN No.	Whether peer reviewed	No.of Authors	Whether you are the main Author/ sole author	API Score

**III. C) Ongoing and Completed Research Projects and consultancies****(c) (i & ii) ongoing Project / Consultancies**

Sl.No.	Title	Agency	Period	Grant / Amount Mobilised (Rs.In Lakh)	API Score

**(c) (iii & iv) Completed Projects / Consultancies**

Sl.No.	Title	Agency	Period	Grant / Amount Mobilised (Rs.In Lakh)	Whether policy document / patent as outcome	API Score

**(D) Research Guidance**

Sl.No.	Number Enrolled	Thesis Submitted	Degree Awarded	API Score
M.Phil or equivalent				
Ph.D. or equivalent				

**(E) (i) Training courses, Teaching-Learning-Evaluation Technology Programmes, Faculty Development Programmes ( Not less than one week duration)**

Sl.No.	Programme	Duration	Organised by	API Score

**(E) (ii) Papers presented in Conferences, Seminars, Workshops, Symposia**

Sl.No	Title of the paper presented	Title of Conference / Seminar	Date with Year	Organised by	Whether international / national	API Score

(E) (iii) Invited Lectured and Chairmanships at national or international conference / seminar etc.

Sl.No	Title of the Lecture / Academic Session	Title of Conference / Seminar etc.	Date with Year	Organised by	Whether international / national	API Score

**IV) SUMMARY OF API SCORES**

	Criteria	Last Academic Year	Total – API Score for Assessment Period	Annual Av. API Score for Assessment Period
I	Teaching, Learning and Evaluation related activities			
II	Co-Curricular, Extension, Professional development etc.			

**PART C: OTHER RELEVANT INFORMATION**

Please give details of any other credential, significant contributions, awards received etc. not mentioned earlier.

Sl.No.	Details (Mention Year, Value etc. Where relevant)

**LIST OF ENCLOSURES:**

*(Please attach, copies of certificates, sanction orders, papers etc. wherever necessary)*

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

**6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?**

The Management is concerned about the appraisal reports of the faculty and collects feedback from the students. The Management keeps an eye on the teaching as well as the non-teaching faculty. The Principal and the management of the Institute, have regular meetings with the faculty members. The faculty members are motivated to take more active part in academic activities.

As mentioned in 6.3.3 a scientific performance appraisal system is in place which tries to assess the faculty on the guidelines of NAAC which is comprehensive and complete in its own self. The duly filled API forms are studied by the Stakeholders to assess the strength of the faculty.

**6.3.5 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?**

The Institution is a grant-in-aid college so besides payment of salary from government, the governmental welfare measures include....

- Reimbursement of expenses done on critical illness.
- Facility to withdraw GPF before retirement for specific needs of the employee.

In addition to the above the Institution's welfare measures include the loan facility for employee's various needs are provided by Dahod Anaj Mahajan Education Society, Employees' Co-operative Credit Society established in the year 1959. Since this date the office premises of the employee's credit society are provided free of charge by the Management of the Institution.

**95% staff has availed the benefit of such schemes in the last four years.**

**6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?**

The institution being Grant in Aid, the recruitment and selection process is as per rules and regulations of Gujarat University and Government of Gujarat. However, the institution provides a healthy working environment.

**6.4 Financial Management and Resource Mobilization**

**6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?**

The governing body collects its financial resources by way of students' fee, maintenance grant received from government, funds received through UGC schemes. These funds are utilized in the best possible manner. The governing body has specially employed a college convener who in consultation with the secretary, Incharge, Principal and the managing committee decides its utilization. Often he interacts with faculty members and students to understand the need relating to books, infrastructure and equipment of the college. On completion of the financial year a general feedback is taken from students and faculty about the lacking areas of the college which are rectified in the coming academic year, such mechanism has been maintained towards resource mobilization and utilization.

The funds from UGC are scheme specific and the governing body utilizes them in the best possible manner and gets the accounts audited and the same are presented to the UGC in time.

The accounts of maintenance grant received from the state government are duly audited by the internal as well as government auditor.

**6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.**

The internal audit is carried out by the officials deputed by the governing body.

The external audit is carried out by a chartered accountant (Mr. A R Manan) Financial audit (esp. for grant purposes) is carried out by an official deputed by the

Department of Higher Education, Government of Gujarat.

Internal audit is a continuous process and is done on regular basis.

Statutory audit is done at the end of every financial year. The last audit was completed

on 8<sup>th</sup> and 9<sup>th</sup> October for the period 2005-06 to 2009-10.

Internal audit of the college for the financial year 2013-14 was completed on 19<sup>th</sup> May 2014.

No major audit objections were raised. However, routine audit queries were complied.

**6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.**

This is a Grant in Aid institution and 100% salary expenditure is borne by the Government of Gujarat.

The institution receives Rs. 60 per student per year from the Government of Gujarat against miscellaneous expenditure.

Special grant from UGC is received for equipments, library etc.

Special grant under various government and university schemes is received (i.e.Saptadhara, NSS)

The deficit is borne by the management out of donation and income of the trust.

**6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).**

The institution tried to procure grant under Rastriya Uchhatar Shikshan Abhiyan in Dec. 2013. No communication has so far been received in this context.

The institution has made efforts to get UGC funds. The funds sanctioned have been

utilized as per the rules and regulations and for the purpose for which they have been

sanctioned.

The following grant has been received by the institution from UGC:

Sr. No.	Plan	Scheme	Amount Received	Amount Utilized
1	XI	Merged Scheme	Rs.14,66,600	Rs. 15,03,017
2	XI	College Development Grant	Rs. 8, 87,808	Rs.10,15,948
3	XII	Grant-in-aid (31)	Rs.2,16,000	Rs 2,39,577
4	XII	Capital Assets	Rs. 5,04,000	Rs 5,58,325
5	XII	Remedial Coaching	Rs. 2,00000	Rs 2,08,175

The college has also received NOC for XI<sup>th</sup> plan of UGC (Merged Schemes) by its letter dated. 24-11-2014, No. F.14-66/07(WRO) & NOC for XI<sup>th</sup> plan of UGC ( College Development Scheme) by its letter dated. 29-01-2015, No. F.14-66/07(WRO)

## **6.5 Internal Quality Assurance System (IQAS)**

### **6.5.1 Internal Quality Assurance Cell (IQAC)**

- a. Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?
- b. How many decisions of the IQAC have been approved by the management / authorities for implementation and how many of them were actually implemented?
- c. Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.
- d. How do students and alumni contribute to the effective functioning of the IQAC?
- e. How does the IQAC communicate and engage staff from different constituents of the institution?

Yes, the institution established an Internal Quality Assurance Cell (IQAC) on July 01, 2009.

The institution has framed its quality assurance policy broadly on the lines as required by NAAC.

The vision, mission and objectives of the institution clearly reflect the quality policy of the institution.

IQAC consists of senior faculty, senior administrative staff, representatives from the management and nomination from the local community with the principal as a chairperson.

The decisions taken for quality improvement are participatory and democratic. The IQAC meets twice in a year to discuss policy and action plan and to frame policy with regard to quality assurance. Students and Alumni give their effective feedback and suggestions for quality improvement in the College.

**b. How many decisions of the IQAC have been approved by the management / authorities for implementation and how many of them were actually implemented?**

The Head of the Institution, the IQAC and the staff follow participatory style of functioning and derive a consensus on important issues of the college which are conveyed to the governing body and most of the time they are approved by the governing body and hence implemented.

**c. Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.**

Yes, the IQAC has two external members on its committee.

External members provide necessary input, guidance and suggestions on various issues.

They act as a link between the college and the society.

They help the institution in planning and organizing various programs and expert lectures.

**d. How do students and alumni contribute to the effective functioning of the IQAC?**



Students and Alumni are parts of IQAC. They give their effective feedback and suggestion for quality improvement. Their feedbacks play very important role in IQAC decision and proposal making.

Some faculty members are Alumni also who actively contribute to the effective functioning of the IQAC.

**e. How does the IQAC communicate and engage staff from different constituents of the institution?**

The IQAC consists of members from different constituents (i.e. teaching, non teaching, management) of the institutions so the decisions of the IQAC are communicated to all concerned through circulars, notices and meetings.

**6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.**

Yes, the institution has an integrated framework for Quality assurance of the academic and administrative activities.

At the beginning of the academic year an action plan is chalked out.

The IQAC in its meetings takes up matters related to admissions, teachers participation in seminars, extension activities, proper implementation of academic calendar, improvement in library services, implementing Swarnim Gujarat activities, utilization of UGC grants, implementing co curricular and extra- curricular, monitoring remedial teaching for weaker students, preparing and duly implementing the academic calendar, taking into consideration students' feedback, closely implementing and monitoring CBCS etc.

**6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.**

Yes, the Institution makes an effort to provide training to its staff for effective implementation of the Quality assurance procedures by arranging KCG workshops and trainings like time management, stress management etc. Such training enhances the ability and quality work of staff.

Faculty members are encouraged, permitted and rendered financial support for attending Refresher/Orientation courses, Seminars, Workshops and Conferences.

The staff participated in the capacity building one week training organized by KCG (Knowledge Consortium of Gujarat)

The governing body conducts motivational seminar on 9<sup>th</sup> of December every year which it celebrates as "Pratibaddhta Divas," (Establishment Day of governing body) on the

same day, every year it invites expert motivational speaker to deliver motivational lecture to its employees. The Managing Trustee Shri Sureshbhai Sheth who is the leader of the governing body is highly respected by the employees of all the 28 institutions managed by it. He normally delivers a soul searching speech on this day.

**6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?**

Though there is no formal academic audit, the institution undertakes informal Academic Audit.

The IQAC and its members monitor various institutional activities in the light of NAAC guidelines and the strength of the institution is utilized in the best possible manner and its weaknesses are tried to overcome.

The college is in tribal district hence the emphasis of the institution is towards

inculcating a value system among students and also we try to make them competent so that they can survive in highly competitive job market scenario. The above emphasis is also a reflection of our vision, mission and objectives. A good synergy is created as there exists a Parivaar bhavna since the establishment of this college.

**6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?**

The internal quality assurance mechanism is aligned with the requirements of the relevant external quality assurance agencies like NAAC and UGC.

The IQAC also takes into account the quality measures set by Gujarat University and the Commissioner of Higher Education, Government of Gujarat.

The college involves teachers and students in activities that sensitize them to social and environmental issues like Swachhh Bharat Abhiyan.

Contribution from stakeholders is of great importance to IQAC

**6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?**

Yes, the college has institutional mechanisms are in place to continuously review the

teaching learning process which comprises of Principal/ Incharge, IQAC and its body, Heads of the Departments and members of non teaching staff.

The Incharge often interacts with the staff and mobilizes the opinion of the staff to strengthen the teaching learning process. The feedback of the staff is given to the governing body which finalizes the mannerism to review the teaching learning process.

The result of the outcome of the above is seen in the form of improvement in the teaching quality.

**6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?**

**Any other relevant information regarding Governance Leadership and Management which the college would like to include.**

The college communicates its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders in the form of conducting meetings with the staff, parent teachers meet, meeting with alumni and governing body. Feedbacks are given and taken in mutual manner and based on this follow up plans are prepared.

**Criterion – VII**  
**Innovations and Best Practices**

**Criterion - VII**  
**Innovations and Best Practices**

**7.1 Environment Consciousness**

**7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?**

The college so far has not formally conducted green Audit of its campus and facilities but the same shall be done in coming future, however, it has taken efforts to maintain Garden, plant trees and maintain the Eco green Environment around the campus. The NSS wing conducts plantation Program and also does campaigning for Cleanliness around college campus.

Students are made Environment conscious by a Subject introduced in Semester II on, "Environment Awareness". The Governing body knows the topography and its impact on college & its environment.

**7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?**

The college has initiated the following steps to make the campus Eco-friendly. Our NSS wing is very active in this regard.

**Energy conservation :-** We have large sized class rooms which are airy, well lit and ventilated. The college staff and students are made aware of the importance of electricity, so they utilize minimum electricity and shut down the power switches when the classes get over.

\* **Use of renewable energy :-** As this is Arts and Commerce College, our energy needs are quite limited, other than domestic power consumption, the college has to lift water to overhead tanks .

In view of the above, the college has not adopted any renewable energy.

**Water harvesting :-** As mentioned earlier the college is outside Dahod Town Municipal limits, hence till date it is managing its water requirements through Water Tankers. Dahod town and District falls under " Scarce Rainfall Region", however since last 4 years we had good monsoon hence there is no water shortage and in near future the college shall get its water supply from " Kadana Dam Pipeline for which the Pipeline work is completed. The college tried to drill tube wells and a well has been constructed behind our Science College, however we were not successful in getting potable water.

\* **Check dam construction :-** The college has not constructed any check dam around it, as the topography and the land availability around the campus restrict the governing body in doing so.

\* **Efforts for carbon Neutrality :-** The college has a separate covered parking area, waste papers and dead leaves are properly disposed off as per Eco-friendly Environment norms.

\* **Plantation :-** The college Parivar and NSS unit Whole heartedly work in the direction of Tree plantation, NSS unit organizes tree plantation Program every year.

\* **Hazardous waste management :-** Being Arts and Commerce College, there is no generation of any hazardous waste and hence its management is not required.

\* **E-waste management :-** E-waste is generated when any electronic product is nearing end of its useful life.

The college does not allow any electronic product to be improperly disposed as it can leach lead and other substances into soil and groundwater. So most of the electronic Products are refurbished, UPS batteries are phased out properly.

## 7.2 Innovations

### 7.2.1 Give details of innovations introduced during the last four years which have

**created a positive impact on the functioning of the college.**

The staff and the governing body is aware of the innovative ideas and practices and they have made their best efforts to implement the below given Innovative Practices

- a. **Feedback Mechanism :-** Students Feedback is collected and analyzed and rectification steps are undertaken. PTA meeting are held and suggestions from Parents are taken & implemented, where found possible.
- b. **Grievance Redressal Mechanism :-** Student grievance / complains are resolved by putting complaint Box in the college campus. This is managed by the I/c in consultation with IQAC.
- c. **Industrial Tour / Study Tour :-** In Sept. 2014, study Tour at Kutch Mundra Port was undertaken, which proved very useful for the students and the faculty members. Historical tour at Bavka and Champaner were organized.
- d. **Remedial Teaching :-** The college manages Remedial Teaching for slow learners, which helps them to cover up their gaps in learning.
- e. **Computerisation of Administrative Functions: -** The Tally software enables faster accounts and administrative procedure.  
The college utilizes electronic mail for its correspondence, softwares pertaining to student fee collection and its management and internal results preparation are working efficiently. Online students' form filling is also done.
- f. **Library Software :-** Library software has been installed and the same work is in full Progress.
- g. **Extension Activity :-** is taken up as a regular activity for example the college took up the work to promote Adult Literacy at Dhanpur, Women Empowerment program was undertaken at Chosala and Environmental Awareness Program at Ratanmahal.
- g. **Career Guidance :-** Career guidance work is a regular feature.
- h. **Question Bank Preparation and its distribution to student is also done.**
- i. **The DELL (Digital Education Learning Lab.) established by Government of Gujarat has helped students to improve their English.**

## 7.3 Best Practices

### 7.3.1 Best practice - I

Elaborate on any two best practices as per the annexed format (see page .. )

**which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.**

**Two Best Practices of the Institution.**

**1. Title of the Practice:-**

**COMPULSORY ATTENDANCE**

**2. Goal :-**

The University has made it mandatory to maintain 80% students' attendance in the college. Our college has made it as a goal in practical life to have 80% attendance.

**3. The Context:-**

The above practice helps the college to develop a culture of punctuality and discipline.

**4. The Practice:-**

The attendance is taken for all the lectures and the students are administered the attendance sheet wherein he has to put his signature in front of his roll number. The attendance sheets are collected and are analysed. On analyses students with poor attendance are informed, warned and their parents are invited by the head of the institution.

**5. Evidence of Success.**

On implementing the above practice the overall attendance has improved to a great extent.

**6. Problems encountered and resources required.**

(a) Students of Arts faculty travel approximately 10 to 20 k.m. to reach the college. The buses are irregular in monsoon, as a result the students are not able to attend the first lecture.

(b) The above problem worsens in rainy season.

The College has requested GSRTC - Dahod depot to increase the number of buses and we are awaiting their action.

**1. Title of the Practice:-**

**MOTIVATION TO FACULTIES TO PARTICIPATE IN NATIONAL AND INTERNATIONAL SEMINAR AND RESEARCH ACTIVITY.**

**2. Goal:-**

- The goal of the practice was to achieve maximum participation and presentation of papers in state national and International Seminars and Research Activity.

**3. The Context:-**

- The above practice helps the college to develop a culture of gaining knowledge through faculty interactions at seminars and conferences and do research work.

**4. The Practice:-**

- The college constantly encourages the faculty to take part in seminars and conferences at different levels and do research work.

Maximum numbers of faculties try and attend as well as present papers and do their research work.

**5. Evidence of Success:-**

- Kindly refer to the table given below
- **Recommendations made by the committee for implementation and their impact:**

<b>Recommendation</b>	<b>Impact</b>
Honouring faculty members for obtaining and guide ship Ph.D. degree and guide ship	Faculty members who obtained Ph.D. degree and guide ship are honoured
To develop research aptitude among faculty members	The faculty members have presented their research papers regularly in national / state/International level conferences.
To encourage faculties to pursue M.Phil., Ph.D. degree and Guide ship.	One faculty member is a recognized research guide. Five faculties are pursuing Ph.D. degree And two completed their work during last five years Two faculties have completed their Minor Research Projects
Encourage faculty to attend and present Maximum number of papers in seminars and conferences	Faculty members have attended 87 and presented 114 papers at state, national & at international level conferences/seminars and workshop.
To publish more research papers	During last five years 17 research papers have been published by teachers.
To increase the research facilities	Computer and internet facilities are made available

**6. Problems encountered and resources required:-**

- (a) It is difficult to get letter of invitation for paper presentation in all the subjects taught in our college.
  - (b) The teaching strength of the college is about 50% hence college teachers have to sometimes skip the seminar invitation and remain in the college to maintain the flow of teaching.
- The government of Gujarat has assured to appoint “Adhyapak Sahayaks” to fill up the due vacancies; once the vacancies are filled the above problems will get solved.

#### 4. EVALUATIVE REPORT OF THE DEPARTMENTS.

##### EVALUATIVE REPORT OF ACCOUNTANCY AND COMMERCE

##### DEPARTMENT

1. Name of the Department: DEPARTMENT OF ACCOUNTANCY & COMMERCE.
2. Year of Establishment: JUNE, 1964.
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters, Integrated Ph.D., etc.) : U.G. & P.G.
4. Names of Interdisciplinary courses and the departments / units involved: NA.
5. Annual / semester / choice based credit system (program wise): CBCS -FOR B.COM. & M.COM.
6. Participation of the department in the courses offered by other departments: NIL.
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: NIL.
8. Details of courses / programmes discontinued ( if any ) with reasons: NA.
9. Number of Teaching posts: FOUR

	Sanctioned	Filled
Professor	--	--
Associate Professor	04	04
Asst. Professor	--	--

10. Faculty profile with name, qualification, designation, specialization, ( D.Sc. / D.Litt. / Ph.D. / M.Phil.etc)

Name	Qualification	Designation	Specialization	No. of Year of Experience	No. of Ph.D. Students guided for the last 4 years
Prof. R.M. ELECTRICWALA	M.COM. M.Phil	ASSOCIATE PROFESSOR	ACCOUNTANCY	37 YEARS	--
DR. N.K. RAI	M.COM., Ph.D.	ASSOCIATE PROFESSOR	ACCOUNTANCY	33 YEARS	--
Prof. B.K.PATEL	M.COM.	ASSOCIATE PROFESSOR	COMMERCE & ACCOUNTANCY	22 YEARS	--
Prof. V.P. DHANDHUKIA	M.COM.	ASSOCIATE PROFESSOR	COMMERCE	27 YEARS	--

11. ist of senior visiting faculty: M.COM. TWO VISITING FACULTY

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 8% SIX LECTURE



PER WEEK BY K.B.SHARMA IN T.Y.B.COM. BUSINESS LAWS

13. Student-Teacher Ratio ( programme wise ) 120:1.(2013-14)  
158:1 (2014-15)

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: NIL (GRANT-IN-AID – ARTS & COMMERCE COLLEGE)

15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D./M.Phil/P.G.:  
ONE FACULTY Ph.D., ONE FACULTY M.Phil, AND TWO P.G. FACULTY MEMBERS

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: NIL

17. Departmental projects funded by DST-FIST; UGC,DBT,ICSSR, etc. and total grants received: NIL

18. Research Centre / facility recognize by the University: NIL

19. Publications:

a) Publication per faculty: (TWO FACULTY MEMBERS)

R.M.ELECTRICWALA – 01

N.K.RAI – 01

Published a Paper, on E-Banking in a Journal Named Mangalam Publications, New-Delhi,(First Edition) ISBN NO. 978-93-81142-15-8.

- Number of papers published in peer reviewed journals (national / international) by faculty and students: NIL
- Number of publications listed in International Database ( For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Sciences Directory, EBSCO host, etc.) NIL
- Monographs: NIL
- Chapter in Books:  
R.M.ELECTRICWALA – 2
- Books Edited: NIL
- Books with ISBN/ISSN numbers with details of publishers :  
R M Electricwala: Co-Author in two Text Book of Garg Publication.  
Publishing Year 2014-15
  1. ISBN NO. 979-82-320-2535-5
  2. ISBN NO. 979-82-320-2530-8
- Citation Index: NIL
- SNIP: NIL
- SJR: NIL
- Impact factor: NIL
- h-index: NIL

20. Areas of consultancy and income generated: NIL

21. Faculty as members in

- a) National committees b) International Committees c) Editorial Boards...NIL

**22. Student Projects**

- a) Percentage of students who have done in-house projects including inter departmental / programme.

100% P.G. STUDENTS IN SEM – IV UNDERTAKE PROJECT WORK.

- b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / Industry / other agencies: NA.

**23. Awards / Recognitions received by faculty and students: NIL**

**24. List of eminent academicians and scientists / visitors to the department: NIL**

**25. Seminars/Conferences/Workshops organized & the source of funding**

- a) National: NIL

- b) International: NIL

**ORGANIZED ONE WORKSHOP FOR STUDENTS**

**26. Student Profile Programme / course wise:2013-15.**

Name of the Course / Programme (refer question no.4)	Applications received	Selected	Enrolled *M	Pass Percentage
B.Com. (Accountancy) – semester-I.	183 238	183 238	97 86 128 110	
B.Com. (Accountancy) – semester-VI.				92.11% (2013-14) 76.37% (2014-15)

\*M = Male, F = Female

**27. Diversity of Students**

Naem of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.Com. (Accountancy)	100%	--	--

How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

More than 40% of the students of the department belong to SC, ST and OBC Category who pass the above given examinations after Completing their Graduation, However Exact Data of Student passing

the above exams is not available with the college, as the student loose contact with the college.

- Student progression.

Student Progression	Against% enrolled
UG to PG	80%
PG to M.Phil	--
PG to Ph.D.	--
Ph.D. to Post-Doctoral	--
Employed <ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	-- Data not available
Entrepreneurship / Self-employment	50%

- Details of Infrastructural facilities

a) Library

College General Library is available for all the Departments of the college.

b) Internet facilities for Staff & Students

Yes, Available.

c) Class rooms with ICT facility

Not Available.

d) Laboratories

Not Applicable. (Arts and Commerce College)

- Number of students receiving financial assistance from college, university, government or other agencies:

YEAR	ST STUDENTS	SC STUDENTS	OBC STUDENTS	TOTAL
2009-10	26	02	08	36
2010-11	21	-	08	29
2011-12	25	02	08	35
2012-13	31	7	12	50
2013-14	45	08	08	61
2014-15	08	58	10	76

- Details on student enrichment programmes ( special lectures / workshops / seminar )

SPECIAL LECTURE PROF. SAIFEE KUNDANPURWALA

ONE DAY WORKSHOP DR. H.C. SARDAR AND HIS TEAM.

- Teaching methods adopted to improve student learning  
LECTURES, INTERACTIVE DISCUSSION, PPT, CP, ASSIGNMENT.
- Participation in Institutional Social Responsibility (ISR) and Extension activities  
ACTIVE PARTICIPATION AND SUPPORT IN ALL INSTITUTIONAL SOCIAL RESPONSIBILITY AND EXTENSION ACTIVITIES.
- SWOC analysis of the department and Future plans.

### **STRENGTH OF THE DEPARTMENT.**

- (1) Highly experienced and highly qualified faculty member.  
Prof. R.M.Electricwala Secured Highest Marks in University in Accountancy in M.Com. Part – One  
Prof. N.K.Rai – Awarded Ph.D. Degree in 2012
- (2) Faculty member playing various roles and contributing in a maximum possible manner in the corporate life of the institution and the governing body.
- (3) Involvement of faculty member in NAAC, IQAC, Exam, UGC, Admission, Time-Table Etc.
- (4) Students motivated by faculty to gain self-employment, or to become a professional like Lawyer, Chartered Accountant, Tax consultant etc. The students are also encouraged to attain degrees like MBA, LLB, ICWA, CA etc.
- (5) The new CBCS semester system, w.e.f 2011-12, has helped the students of the department in getting gainfully employed or start/expand/diversify their own business.

### **WEAKNESS OF THE DEPARTMENT.**

- (1) Negligible Research-work.
- (2) Higher education programmes like MBA, MCA, MSW, CA, CS, LLB etc from highly reputed university/professional bodies are not available to the students of the department in Dahod town.
- (3) No scope for collaboration with Industries/Institutes/Professional Bodies as geographically the town is in a remote tribal area, far away from the hub of metros.

### **OPPORTUNITIES FOR THE DEPARTMENT.**

- (1) The Students can take up banking jobs in finance, insurance companies and in any private or public sector companies in the area of Accountancy.
- (2) The Student have opportunity to pursue M.Com. after Graduation & can also take up additional courses in IGNOU & BAOU study centers of our college.

### **CHALLENGES OF THE DEPARTMENT.**

- (1) 50% of the students belong to economically poor strata of the society, providing them constant motivation to excel is a challenge.
- (2) Students are studying in Gujarati medium language, hence their knowledge of English is very limited. Motivating them to improve their English language is also challenging for the faculty.  
As this is a Grant- in- Aid college, all Programmes and Courses are guided and regulated by Gujarat University, CHE, Government of Gujarat, hence any additional programme can only be undertaken with the permission of above authorities.

**EVALUATIVE REPORT OF BUSINESS MANAGEMENT**  
**DEPARTMENT**

1. Name of the Department: DEPARTMENT OF BUSINESS MANAGEMENT.
2. Year of Establishment: JUNE, 1989.
3. Names of Programmes / Courses offered ( UG, PG, M.Phil., Ph.D., Integrated Masters, Integrated Ph.D., etc.) : B.COM (BUSINESS MANAGEMENT)
4. Names of Interdisciplinary courses and th departments / units involved: NA.
5. Annual / semester / choice based credit system ( programme wise ) : CBCS -FOR B.COM. (BUSINESS MANAGEMENT).
6. Participation of the department in the courses offered by other departments: NA & NIL.
7. Courses in collaboration with other universitites, industries, foreign institutions, etc.: NA & NIL.
8. Details of courses / programmes discontinued ( if any ) with reasons: NA.
9. Number of Teaching posts: ONE

	<b>Sanctioned</b>	<b>Filled</b>
<b>Professor</b>	--	--
<b>Associate Professor</b>	01	01
<b>Asst. Professor</b>	--	--

10. Faculty profile with name, qualification, designation, specialization, ( D.Sc. / D.Litt. / Ph.D. / M.Phil.etc)

Name	Qualificatio n	Designation	Specilization	No.of Year of Experience	No.of Ph.D. Students guided for the last 4 years
K.H.ELAVI A	M.COM. (B+)	ASSOCIATE PROFESSOR	BUSINESS MANAGEMENT	31 YEARS	--

11. List of senior visiting faculty: NIL
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: NIL
13. Student-Teacher Ratio ( programme wise ) 126:1.(2013-14)
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: NIL (GRANT-IN-AID – ARTS & COMMERCE COLLEGE)
15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D./M.Phil/✓P.G.: ONE FACULTY WITH P.G. QUALIFICATION.
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: NIL
17. Departmental projects funded by DST-FIST; UGC,DBT,ICSSR, etc. and total grants received: NIL

18. Research Centre / facility recognize by the University: NIL

19. Publications:

• a) Publication per faculty: Two

1. Published a Paper, on E-Banking in a Journal Named Mangalam Publications, New-Delhi, (First Edition) ISBN NO. 978-93-81142-15-8.

2. Published a Paper on, “Improving Works Performance Through Motivation- Current Trends”, With ISBN No. 978-93-5104-481-9. Paper Presented in International Conference of 13-04-2012 & 14-04-2012 in the subject/theme of contemporary Innovative Practices in management, Paper Presented as its Author at International Conference, Managed by faculty of Management Studies, Pacific Academic of Higher Education & Research University, Rajasthan.

• Number of papers published in peer reviewed journals (national / international) by faculty and students: NIL

• Number of publications listed in International Database ( For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Sciences Directory, EBSCO host, etc.)

• Monographs: NIL

• Chapter in Books

1. Wrote 4 chapters, for In- House Study Material of Dr. Baba Saheb Ambedkar Open University (Gujarat State Government Open University) for its Book Titled “Human Resource Management” for M.Com. Students, In the Year 2011. (Reference of University Invitation Letter No. BAOU/CONT/113194/2011) Received Royalty Rs. 3850/- by Cheque No. 256846 of SBI, Ahmedabad.

• Books Edited: NIL

• Books with ISBN/ISSN numbers with details of publishers : Four Text Books as Co-Author and One Text Book as Sole Author.

As Sole Author, Text Book Titled ‘Distribution Management.’ ISBN No. 978-82-9265-12-8. Publishing Year – 2014-15.

As Co-Author (2015-16)

No.	Name of the Publisher	Subject Title	ISBN N.
1.	Garg Publication, Ahmedabad	HRM (Sem- I)	978-81-92-6512-0-1
2.	Garg Publication, Ahmedabad	M.M (Sem- II)	978-81-317-2738-8
3.	Garg Publication, Ahmedabad	P.M (Sem- IV)	978-81-317-2738-7
4.	Garg Publication, Ahmedabad	F.O.Fin.Mgmt. (Sem- VI)	979-82-320-2535-9

• Citation Index: NIL

• SNIP: NIL

• SJR: NIL

• Impact factor: NIL

• h-index: NIL

20.Areas of consultancy and income generated: NIL

21.Faculty as members in

b) National committees b) International Committees c) Editorial Boards...  
Member of the Editorial Board of, Journal of Commerce and Management  
( Invitation Letter Dated: 25-08-2009, No. CHE/9-10/10586-10661)  
Journal Published by Department of Higher Education, Government of Gujarat.

22.Student Projects

a) Percentage of students who have done in-house projects including inter departmental / programme.

100% Students of T.Y.B.Com.Sem – VI Completed their Minor Project, in the year 2012-13,towards 50% fulfillment of core elective paper no-CE304c. (27 Students)

b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / Industry / other agencies: NA.

23.Awards / Recognitions received by faculty and students

1. Awarded Karmasheel Award by The Governing Body, i.e. The Dahod Anaj Mahajan Sarvajanic Education Society, Dahod, for maximum contribution towards college management, as well as getting prestige and name for the institutions through personal Achievement, on 09-12-2010 .

2. Award given by Rotary Club, Dahod, (Rotary International R.I. District-3040 Club, I.D. No. 30904), on 13-09-2014 for Dedicated and Value Based Sincere Service, given to the general Society of Dahod. (Award Given of the form of Letter of Recognition / Felicitation).

24.List of eminent academicians and scientists / visitors to the department: NIL

25.Seminars/Conferences/Workshops organized & the source of funding

c) National: NIL

d) International: NIL

26.Student Profile Programme / course wise:2013-15.

Name of the Course / Programme (refer question no.4)	Applications received	Selected	Enrolled		Pass Percentage
			*M	*F	
B.Com. (B.M.) –semester-I.	44	44	29	15	
	39	39	31		
B.Com. (B.M.) –semester- B.Com. (B.M.) –semester-VI					82.6%(2013-14) 76.67% (2014-15)

\*M = Male, F = Female

27. Diversity of Students

Naem of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.Com. (B.M.)	100%	--	--

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

More than 50% of the students of the department belong to SC, ST and OBC Category who pass the above given examinations after Completing their Graduation, However Exact Data of Student passing the above exams is not available with the college, as the student loose contact with the college.

29. Student progression.

Student Progression	Against% enrolled
UG to PG	--
PG to M.Phil	--
PG to Ph.D.	--
Ph.D. to Post-Doctoral	--
Employed	--
• Campus selection	--
• Other than campus recruitment	1%
Entrepreneurship / Self-employment	80%

30. Details of Infrastructural facilities

- e) Library  
College General Library is available for all the Departments of the college.
- f) Internet facilities for Staff & Students  
Yes, Available.
- g) Class rooms with ICT facility  
Not Available.
- h) Laboratories  
Not Applicable. (Arts and Commerce College)

31. Number of students receiving financial assistance from college, university, government or other agencies:

Following Number of students belonging to ST & SEBC Category have received Financial assistance in the form of Govt. Scholarship from Govt. of Gujarat.

Academic Year 2013-14	ST	SEBC
F.Y.B.com.	07	06
S.Y.B.com.	09	01
T.Y.B.com.	06	06
Academic Year 2014-15	ST	SEBC
F.Y.B.com.	10	09
S.Y.B.com.	06	04
T.Y.B.com.	07	02



32.Details on student enrichment programmes ( special lectures / workshops / seminar ) with external experts

1. Conducted One Day Workshop on 18-01-2010 (Monday) on Career Guidance for Final Year B.Com.(B.M.) Students with a focus on “Pursuing MBA”, after Graduation and Entrance Exam Preparation. Key note Speakers (1) Nimesh Bhatt. (2) Hardik Nagar, from International Business School of Management, Ahmedabad.(B-School from Ahemdabad)

2. Invited “Mahindra & Mahindra Financial Services”, in December 2009 for Job placement of Final year B.Com. Students.

33.Teaching methods adopted to improve student learning

Lectures, Interactive Discussion, PPT, CP, Assignment.

34.Participation in Institutional Social Responsibility (ISR) and Extension activities

Active participation and support in all institutional social responsibility and extension activities.

35.SWOC analysis of the department and Future plans.

As this is a Grant- in- Aid college, All Programmes and Courses are guided and regulated by Gujarat University, CHE, Government of Gujarat, hence any additional programme can only be undertaken with the permission of above authorities. The SWOC of the institution mentioned in executive summary, also to some extent, get reflected on the department.

**STRENGTH OF THE DEPARTMENT.**

(1)Highly experienced faculty member.

(2)Faculty member playing various roles and contributing in a maximum possible manner in the corporate life of the institution and the governing body.

(3)Involvement of faculty member in NAAC as its co-ordinator, IQAC co-ordinator, in Admission ,Exams, UGC, RUSA etc.

(4)Faculty member fluent with English, Gujarati, Hindi and Marathi.

(5) Students motivated by faculty to gain self-employment, or to become a professional like Lawyer, Chartered Accountant, Tax consultant etc. The students are also encouraged to attain degrees like MBA, LLB,ICWA,CA etc.

(6)The new CBCS semester system, w.e.f 2011-12, has helped the student of the department in getting gainfully employed or start/expand/diversify their own business.

**WEAKNESS OF THE DEPARTMENT.**

(4) Negligible Research-work.

(5) Higher education programmes like MBA,MCA,MSW,CA,CS,LLB etc from highly reputed university/professional bodies are not available to the students of the department in Dahod town.

(6) No scope for collaboration with Industries/Institutes/Professional Bodies as geographically the town is in a remote tribal area, far away from the hub of metros.

**OPPORTUNITIES FOR THE DEPARTMENT.**

(1)Encouragement given by governing body to bring out new ideas that would be beneficial for the noble cause of education, hence, the faculty

member's idea of starting a Law college has been adopted and preliminary work in the same direction has started.

(2) Faculty of the department is constantly explaining/counseling about the new opportunities to the department students, about the new businesses, jobs, professions, employment opportunities, niche careers.

#### CHALLENGES OF THE DEPARTMENT.

(3) 50% of the students belong to economically poor strata of the society, providing them constant motivation to excel is a challenge.

(4) Students are studying in Gujarati medium language, hence their knowledge of English is very limited. Motivating them to improve their English language is also challenging for the faculty.

As this is a Grant- in- Aid college, All Programmes and Courses are guided and regulated by Gujarat University, CHE, Government of Gujarat, hence any additional programme can only be undertaken with the permission of above authorities.

## EVALUATIVE REPORT OF THE ECONOMICS DEPARTMENT

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the Department: **Economics**
2. Year of Establishment: **1964**
3. Names of Programmes / Courses offered ( UG, PG, M.Phil., Ph.D., Integrated Masters, Integrated Ph.D., etc.): **B.A. ( ECO)**
4. Names of Interdisciplinary courses and the departments / units involved: **N.A.**
5. Annual / semester / choice based credit system ( programme wise ): **C.B.C.S. B.A.(ECONOMIC)**
6. Participation of the department in the courses offered by other departments.: **N.A.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **N.A.**
8. Details of courses / programmes discontinued ( if any ) with reasons: **N.A.**
9. Number of Teaching posts: 2013-14 and 2014-15

	Sanctioned	Filled
Professor	--	--
Associate Professor	01	01
Asst. Professor	02	Yet to be filled

10. Faculty profile with name, qualification, designation, specialization, ( D.Sc. / D.Litt. / Ph.D. / M.Phil.etc)

Name	Qualification	Designation	Specialization	No.of Year of Experience	No.of Ph.D. Students guided for the last 4 years
P.P. VALAND	M.A.	ASS. PROF.	ECONOMICS	40 YEARS	NIL
R.S. BAMANIYA	M.A. B.ED.	AD-HOC	ECONOMICS	05 YEARS	--
S.B.GANAVA	M.A. B.ED.	AD-HOC	ECONOMICS	01 YEARS	--

Manual for self-study-affiliated colleges

- Convener of Exam Committee
- Convener of Exam Time-Table Committee
- Convener of Gyandhara & Rang – Kala Kaushalya Committee
- Attended three state level seminar
- Gujarat University Exam work. (Invigilator, Senior Supervisor & Examiner)
- Attended one faculty Development Programme
- IGNOU councilor
- Organised one day Workshop.
- Member of admission Committee

11. List of senior visiting faculty: **Nil**

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **66%**
13. Student-Teacher Ration ( programme wise ) : **B.A. (ECONOMICS) 127:1**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **Nil**
15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D./M.Phil/P.G. :**3 with P.G.**
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **Nil**
17. Departmental projects funded by DST-FIST; UGC,DBT,ICSSR, etc. and total grants received: **Nil**
18. Research Centre / facility recognize by the University: **Nil**
19. Publications:
  - a) Publication per faculty: **Nil**
  - Number of papers published in peer reviewed journals (national / international) by faculty and students: **Nil**
  - Number of publications listed in International Database ( For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database – International Socieal Sciences Directory, EBSCO host, etc.): **Nil**
  - Monographs: **Nil**
  - Chapter in Books: **Nil**
  - Books Edited: **Nil**
  - Books with ISBN/ISSN numbers with details of publishers: **Nil**
  - Citation Index: **Nil**
  - SNIP: **Nil**
  - SJR: **Nil**
  - Impact factor: **Nil**
  - h-index: **Nil**
20. Areas of consultancy and income generated: **Nil**
21. Faculty as members in:
  - c) National committees b) International Committees c) Editorial Boards.: **Nil**
22. Student Projects
  - a) Percentage of students who have done in-house projects including inter departmental / programme : **Nil**
  - b) Percentage of students placed for projects in organizations outside the institution 21. i.e. in Research laboratories / Industry / other agencies: **Nil**
23. Awards / Recognitions received by faculty and students: **Nil**
24. List of eminent academicians and scientists / visitors to the department: **Nil**
25. Seminars/Conferences/Workshops organized & the source of funding
  - a) Institutional: - (1)Workshop for Students.  
(2)Organized 7 days Co-Operative training Programme during 2011-12 & 2013-14
  - b) National : **Nil**
  - c) International : **Nil**
26. Student Profile Programme / course wise: (2013-15)

Name of the Course / Programme (refer question no.4)	Applications received	Selected	Enrolled		Pass Percentage
			*M	*F	
B.A.Sem-I	170	153	116	37	
	182	166	41	125	
BA SemVI					76.40% (2013-14) 66.98% (2014-15)

\*M = Male, F = Female

### 27. Diversity of Students

Naem of the Course	% of students from the same state	% of students from other states	% of students from abroad
<b>B.A. Economics</b>	<b>100%</b>	<b>--</b>	<b>--</b>

28. How many students have cleared national and state competitive examinations such as

NET, SLET, GATE, Civil services, Defense services, etc.?

More than 80% Student are from S.C., S.T. Category Who open above given Exam after passing out of this college, so data is not available

### 29. Student progression.

Student Progression	Against% enrolled
UG to PG	Local P.G. Center not functioning students goes to other P.G. Centers so, data is not available.
PG to M.Phil	--
PG to Ph.D.	--
Ph.D. to Post-Doctoral	--
Employed	
• Campus selection	<b>Nil</b>
• Other than campus recruitment	<b>Nil</b>
Entrepreneurship / Self-employment	<b>Nil</b>

### 30. Details of Infrastructural facilities

i) Library: **College General Library for all department**

j) Internet facilities for Staff & Students: **Available**

k) Class rooms with ICT facility: **Not Available**

l) Laboratories: **Not Available**

### 31. Number of students receiving financial assistance from college,

university, government or other agencies: total number of students :

370 (SC = 0, ST= 359, SEBC = 11) Students gets govt. assistance.

32. Details on student enrichment programmes ( special lectures / workshops / seminar ) with external experts: **Workshop for B.A. Students**
33. Teaching methods adopted to improve student learning: **Lecture, PPT, CP, Assignment and Inter active method.**
34. Participation in Institutional Social Responsibility (ISR) and Extension activities: **Nil**
35. SWOC analysis of the department and Future plans:

As this is a grant in aid college, all programmes and courses are guided & regulated by University, Gujarat Government and CHE office hence any new additional programme to be undertaken requires permission of above authorities.

## EVALUATIVE REPORT OF ENGLISH DEPARTMENT

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the Department- **English**
2. Year of Establishment- **15<sup>th</sup> June 1979**
3. Names of Programmes / Courses offered ( UG, PG, M.Phil., Ph.D., Integrated Masters, Integrated Ph.D., etc.)--- **U.G. & P.G.**
4. Names of Interdisciplinary courses and the departments / units involved : **NIL**
5. Annual / semester / choice based credit system ( programme wise )--- **CBCS**
6. Participation of the department in the courses offered by other departments.; **CC & GEN. ENGLISH IN COMMERCE DEPARTMENT**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **NIL**
8. Details of courses / programmes discontinued (if any) with reasons: **NIL**
9. Number of teaching posts

	Sanctioned	Filled
Professor	-----	-----
Associate Professor	02	02
Asst. Professor	02	-----

10. Faculty profile with name, qualification, designation, specialization, (D.Sc. / D.Litt. / Ph.D. / M.Phil.etc)

Name	Qualification	Designation	Specialization	No. of Year of Experience	No. of Ph.D. Students guided for the last 4 years
Dr.. Neeta Modi	M.A., Ph.D.	HOD & Associate professor	Drama & Fiction	19 years	01
Dr. A.M.Sharma	M.A., Ph.D.	Associate professor	Indian English	17 years	--

11. List of senior visiting faculty---- **-Two Faculty (for P.G. Classes)**
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty--- **50%**
13. Student-Teacher Ratio ( programme wise )---**81:1**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled - **Nil**
15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D./M.Phil/P.G.-- **-Two Ph.D.**
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received - **Nil**
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received-**Dr. Neeta Modi - UGC Sponsored Minor Research Project**

**Total Grant Received 75,000/-**

**Dr. A.M.Sharma - UGC Sponsored Minor Research Project**

**Total Grant Received 48,000/-**

18. Research Centre / facility recognize by the University- **Nil**
19. Publications: **List enclosed in Personal File**
  - a) Publication per faculty
  - Number of papers published in peer reviewed journals (national / international) by faculty and students- International journal:  
**Dr. Neeta Modi (06)**  
**Dr. A.M.Sharma (06)**
  - Number of publications listed in International Database ( For Eg: Web of Science, Scopus, Humanities International Complete, Dare
  - Database – International Social Sciences Directory, EBSCO host, etc.)  
: **Nil**
  - Monographs: **Dr. A.M.Sharma (01)**
  - Chapter in Books: **Dr. Neeta Modi (02)**
  - **Dr. A.M.Sharma (05)**
  - Books Edited: **Dr. A.M.Sharma (02)**
  - Books with ISBN/ISSN numbers with details of publishers – **Dr. Neeta Modi (01)**
  - Citation Index: **Nil**
  - SNIP : **Nil**
  - SJR : **Nil**
  - Impact factor : **Nil**
  - h-index : **Nil**
20. Areas of consultancy and income generated- **Nil**
21. Faculty as members in :
  - c) National committees b) International Committees c) Editorial Boards...  
**Editorial Boards**
22. Student Projects :
  - c) Percentage of students who have done in-house projects including inter departmental / programme - **P.G. Students have one Paper in every Semester as Seminar so almost all P.G. students do in-house projects**
  - d) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / Industry / other agencies- **Nil**
23. Awards / Recognitions received by faculty and students—**Dr. A.M.Sharma (01)**
24. List of eminent academicians and scientists / visitors to the department---**Nil**
25. Seminars/Conferences/Workshops organized & the source of funding -  
--
  - e) National
  - f) International  
**Dr. A.M.Sharma – 01 National Level Seminar**
26. Student Profile Programme / course wise: (2013-15)



Name of the Course / Programme (refer question no.4)	Applications received	Selected	Enrolled		Pass Percentage
			*M	*F	
B.A. Sem - I English Core Course	100 114	100 114	M-50 M- 49	F-50 F- 65	
B.A. Sem - VI English Core Course					89.29% (2013-14) 81.91% (2014-15)

\*M = Male, F = Female

#### 27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.A. English	100%	--	--
M.A. English	100%	--	--

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? More than 88% students belong to S.C, S.T. OBC categories that appear for above exams after passing out from this college. Hence exact data is not available.: **Data not available as the institution does not maintain any such record of outgoing final year students.**

#### 29. Student progression.

Student Progression	Against% enrolled
UG to PG	50%
PG to M.Phil	NA
PG to Ph.D.	NA
Ph.D. to Post-Doctoral	NA
Employed <ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	Data not available
Entrepreneurship / Self-employment	Data not available

#### 30. Details of Infrastructural facilities: **General College Library**

- m) Library- General library for all departments
- n) Internet facilities for Staff & Students- **Available**
- o) Class rooms with ICT facility- **Nil**
- p) Laboratories- **N.A.**

31. Number of students receiving financial assistance from college, university, government or other agencies-**90% S.T./ S.C./OBC students (non creamy layer) receive financial assistance from government**

2013-14	ST	SEBC	SC	Total
BA Sem I	70	14	04	88
BA Sem III	82	09	05	96
BA Sem V	55	36	09	100
<b>Total</b>	<b>207</b>	<b>59</b>	<b>18</b>	<b>284</b>

2014-15	ST	SEBC	SC	Total
BA Sem I	83	12	05	100
BA Sem III	62	15	02	79
BA Sem V	71	12	06	89
<b>Total</b>	<b>216</b>	<b>39</b>	<b>13</b>	<b>268</b>

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: **One day workshop for Commercial Communication students by Dr. Chetan Mewada.**
33. Teaching methods adopted to improve student learning- **Lecture PPT, Interactive Discussion, Group Discussion, Role Play etc.**
34. Participation in Institutional Social Responsibility (ISR) and Extension activities- **Active participation & support to all Institutional Social Responsibility**
35. SWOC analysis of the department and Future plans

As this is granting net college all programmes and courses are guided and regulated by Gujarat University and DEO office. Hence any new additional programme requires the permission of above authorities.

**Strength:**

- Qualified, resourceful and experienced faculty
- P.G. Classes
- DELL to develop the communicative ability of students and faculty members .
- Projector facility
- Well equipped college library
- Peaceful environment
- Good Infrastructure
- Faculty takes lectures in both Arts & Commerce

**Weakness:**

- Shortage of permanent faculty.
- Inadequate research facilities for enthusing faculty members
- Limitation of beginning job oriented & skill development courses for students
- Lack of campus placement facilities
- Rural Back ward Area
- Poor communication skills of students
- Dealing students from Vernacular medium.
- Knowledge gap of students at entry level.

**Opportunities.**

- To introduce job oriented & skill development courses & other emerging subjects
- Educational empowerment of rural students
- Overcoming educational backwardness of the region

- Unexploited potentials of students.

**Challenges**

- To start research activities
- Unsatisfactory attention of parents
- Poverty & illiteracy
- Due to poor economic background of the area it is difficult to open self financed job oriented courses.

As this is a grant in aid college, all programmes and courses are guided & regulated by University, Gujarat Government and CHE office hence any new additional programme to be undertaken requires permission of above authorities.

## EVALUATIVE REPORT OF GUJARATI DEPARTMENT

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the Department: **GUJARATI**
2. Year of Establishment: **1964**
3. Names of Programmes / Courses offered ( UG, PG, M.Phil., Ph.D., Integrated Masters, Integrated Ph.D., etc.): **U.G. & P.G.**
4. Names of Interdisciplinary courses and the departments / units involved: **NIL**
5. Annual / semester / choice based credit system ( programme wise ): **choice based credit system**
6. Participation of the department in the courses offered by other departments.: **NIL**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **NIL**
8. Details of courses / programmes discontinued ( if any ) with reasons: **NIL**
9. Number of Teaching posts

	Sanctioned	Filled
Professor		
Associate Professor	<b>02</b>	<b>02</b>
Asst. Professor	<b>02</b>	

10. Faculty profile with name, qualification, designation, specialization, ( D.Sc. / D.Litt. / Ph.D. / M.Phil.etc)

Name	Qualification	Designation	Specialization	No.of Year of Experience	No.of Ph.D. Students guided for the last 4 years
DR.SHD	Ph.D.	ASSO. PROF.	GUJARATI NOVEL	25	NIL
DR.VAC	Ph.D.	ASSO. PROF.	GUJARATI NOVEL	30	NIL

11. List of senior visiting faculty; **04, - 1. PROF. R.D.KAPURI, 2. PROF. H.B.SURVE, 3. PROF. J.U.NAYAK, 4. PROF. R.K.MAKWANA**
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **50%**
13. Student-Teacher Ration ( programme wise ) : **200:01**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **NIL**

15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D./M.Phil/P.G.: **Ph.D. – 02, VISITING- M.Phil. – 1, P.G. – 1,**  
**DR.S.H.DESAI**  
**DR.V.A.CHAUDHARI**  
**AD-HOC – PROF. S.M.MOHANIYA – M.Phil.**  
**AD-HOC – PROF. V.J.BHAGAT – M.A.**
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **NIL**
17. Departmental projects funded by DST-FIST; UGC,DBT,ICSSR, etc. and total grants received: **NIL**
18. Research Centre / facility recognize by the University: **NIL**
19. Publications: **NIL**
20. a) Publication per faculty
- Number of papers published in peer reviewed journals (national / international) by faculty and students **NIL**
  - Number of publications listed in International Database ( For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Sciences Directory, EBSCO host, etc.) **NIL**
  - Monographs **NIL**
  - Chapter in Books **NIL**
  - Books Edited **NIL**
  - Books with ISBN/ISSN numbers with details of publishers **NIL**
  - Citation Index **NIL**
  - SNIP **NIL**
  - SJR **NIL**
  - Impact factor **NIL**
  - h-index **NIL**
21. Areas of consultancy and income generated: **NIL**
22. Faculty as members in: **NIL**  
 d) National committees b) International Committees c) Editorial Boards...
23. Student Projects: **100% P.G. STUDENT**  
 e) Percentage of students who have done in-house projects including inter departmental / programme: **NIL**  
 f) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / Industry / other agencies: **NIL**
24. Awards / Recognitions received by faculty and students: **NIL**
25. List of eminent academicians and scientists / visitors to the department: **NIL**
26. Seminars/Conferences/Workshops organized & the source of funding : **NIL**  
 g) National  
 h) International

**27. Student Profile Programme / course wise: 2013-15**

Name of the Course / Programme (refer question no.4)	Applications received	Selected	Enrolled		Pass Percentage
			*M	*F	
B.A.SEM-I	342	306	177	129	
	350	317	195	122	
BA Sem VI					78.69%(2013-14) 56.72%(2014-15)

\*M = Male, F = Female

**27. Diversity of Students**

Naem of the Course	% of students from the same state	% of students from other states	% of students from abroad
<b>B.A.</b>	<b>100%</b>	<b>NIL</b>	<b>NIL</b>

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?: **DATA NOT AVAILABLE**

29. Student progression.

Student Progression	Against% enrolled
<b>UG to PG</b>	<b>50%</b>
PG to M.Phil	--
PG to Ph.D.	--
Ph.D. to Post-Doctoral	--
Employed <ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	--
Entrepreneurship / Self-employment	--

30. Details of Infrastructural facilities

- q) Library: **COLLEGE LIBRARY**
- r) Internet facilities for Staff & Students: **YES**
- s) Class rooms with ICT facility: **NIL**
- t) Laboratories: **NIL**

31. Number of students receiving financial assistance from college, university, government or other agencies:

YEAR	ST STUDENTS	SC STUDENTS	OBC STUDENTS	TOTAL
2013-14	609	27	43	679
2014-15	672	19	44	735

32. Details on student enrichment programmes ( special lectures / workshops / seminar ) with external experts:

**EXPERTS LECTURES**

1. PROF. R.D.KAPURI – SUBJECT: POET UMASHANKAR JOSHI

2. DR.. A.J.GADHVI - SUBJECT: CHAND ANE ALANKAR

33. Teaching methods adopted to improve student learning: **Lecture PPT, C.P, Assignment and interactive discussion method.**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

Active participation and support in all institutional social responsibility and extension activities.

35. SWOC analysis of the department and Future plans

**STRENGTH**

- Well qualified faculty
- Most popular subject in Arts faculty
- Good collection of Gujarati books in the library

**WEAKNESSES**

- Inadequate Faculty
- Students are not well versed with Gujarati language at entry level due to rural background
- Less inclined in using library

**OPPURTUNITIES**

- Results can be improved
- Workshops/guest lecturers of eminent personalities can be organized
- Preparing the students for Civil Services and other competitive exams.
- Scope for research work

**CHALLENGES**

- To encourage the students to participate actively in seminars, group discussions, essay writing.
- To organize Study Tours.
- To encourage the students for PG Program
- Faculty strength to be improved
- Students need to be strongly motivated

As this is a grant in aid college, all programmes and courses are guided & regulated by University, Gujarat Government and CHE office hence any new additional programme to be undertaken requires permission of above authorities.

## EVALUATIVE REPORT OF HINDI DEPARTMENT

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the Department : **HINDI**
2. Year of Establishment : **15-06-1983**
3. Names of Programmes / Courses offered ( UG, PG, M.Phil., Ph.D., Integrated Masters, Integrated Ph.D., etc.) : **U.G. AND P.G.**
4. Names of Interdisciplinary courses and the departments / units involved : **NIL**
5. Annual / semester / choice based credit system ( programme wise ) : **CBCS**
6. Participation of the department in the courses offered by other departments. **NIL**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. **NIL**
8. Details of courses / programmes discontinued ( if any ) with reasons : **N.A.**
9. Number of Teaching posts

	Sanctioned	Filled
Professor	--	--
Associate Professor	<b>02(Including 01 Part time)</b>	<b>1&amp; 01 part time</b>
Asst. Professor	<b>1</b>	--

10. Faculty profile with name, qualification, designation, specialization, ( D.Sc. / D.Litt. / Ph.D. / M.Phil.etc)

Name	Qualification	Designation	Specilization	No.of Year of Experience	No.of Ph.D. Students guided for the last 4 years
DR.B.R.BODAR	M.A., Ph.D.	ASSO.PROFES SOR	HINDI NOVEL AND SHOST STORY	19	NIL
A.B.AGANIHOTRI	M.A., M.Phil, P.hd.	PART TIME LECTURER	POETRY HINDI NOVEL & STORY	19	NIL
GAYATRI LALWANI	M.A.	AD-HOC	HINDI POETRY NOVEL	01	NIL



11. List of senior visiting faculty : **03**
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **50%**
13. Student-Teacher Ratio ( programme wise ) : **150:1**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : **NIL**
15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D./M.Phil/P.G.: **Ph.D**
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : **NIL**
17. Departmental projects funded by DST-FIST; UGC,DBT,ICSSR, etc. and total grants received : **NIL**
18. Research Centre / facility recognize by the University : **NIL**
19. Publications:
  - a) Publication per faculty : **NIL**
  - Number of papers published in peer reviewed journals (national / international) by faculty and students : **04+02 ARTICLES PUBLISHED**
  - Number of publications listed in International Database ( For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Sciences Directory, EBSCO host, etc.) : **NIL**
  - Monographs : **NIL**
  - Chapter in Books : **NIL**
  - Books Edited : **NIL**
  - Books with ISBN/ISSN numbers with details of publishers : **NIL**
  - Citation Index : **NIL**
  - SNIP : **NIL**
  - SJR : **NIL**
  - Impact factor : **NIL**
  - h-index : **NIL**
20. Areas of consultancy and income generated : **NIL**
21. Faculty as members in : **NIL.**
  - e) National committees
  - b) International Committees
  - c) Editorial Boards...
22. Student Projects
  - g) Percentage of students who have done in-house projects including inter departmental / programme : **NIL**
  - h) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / Industry / other agencies : **NIL**
23. Awards / Recognitions received by faculty and students : **NIL**

24. List of eminent academicians and scientists / visitors to the department  
: **NIL**

25. Seminars/Conferences/Workshops organized & the source of funding :  
**N.A.**

i) National : **NIL**

j) International : **NIL**

26. Student Profile Programme / course wise:2013-15

Name of the Course / Programme (refer question no.4)	Applications received	Selected	Enrolled		Pass Percentage
			*M	*F	
<b>B.A.SEM - I</b>	<b>260</b>	<b>218</b>	<b>132</b>	<b>86</b>	
	<b>310</b>	<b>265</b>	<b>172</b>	<b>93</b>	
BA Sem VI					78.00% (2013-14) 53.68% (2014-15)

\*M = Male, F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
	<b>100%</b>	<b>---</b>	<b>----</b>

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

29. Student progression.

Student Progression	Against% enrolled
UG to PG	<b>75%</b>
PG to M.Phil	<b>NIL</b>
PG to Ph.D.	<b>NIL</b>
Ph.D. to Post-Doctoral	<b>NIL</b>
Employed <ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	
Entrepreneurship / Self-employment	

30. Details of Infrastructural facilities

u) Library : **YES**

v) Internet facilities for Staff & Students : **YES**

- w) Class rooms with ICT facility : **NO**  
x) Laboratories: **N.A.**
31. Number of students receiving financial assistance from college, university, government or other agencies
  32. Details on student enrichment programmes ( special lectures / workshops / seminar ) with external experts : **SPECIAL LECTURES**
  33. Teaching methods adopted to improve student learning : **LECTURES C.P. SEMINARS AND GROUP DISCUSSION**
  34. Participation in Institutional Social Responsibility (ISR) and Extension activities : **YES**
  35. SWOC analysis of the department and Future plans

#### STRENGTH

- Well qualified faculty
- Hindi medium students fare better in Public Service Exams
- Good collection of Hindi books in the library

#### WEAKNESSES

- Inadequate Faculty

#### OPPURTUNITIES

- Students have the facility of good library
- More workshop or guest lecturers of eminent personalities can be organized
  
- Preparing the students for Civil Services and other competitive exams.

#### CHALLENGES

- To encourage the students to participate actively in seminars, group discussions, essay writing.
- Students from Higher Secondary have Hindi as an optional subject hence their basic knowledge of Hindi is insufficient to match at UG level
- Faculty strength to be improved
- Students need to be motivated

As this is a grant in aid college, all programmes and courses are guided & regulated by University, Gujarat Government and CHE office hence any new additional programme to be undertaken requires permission of above authorities.

## EVALUATIVE REPORT OF HISTORY DEPARTMENT

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the Department- **HISTORY**
2. Year of Establishment- **1969**
3. Names of Programmes / Courses offered ( UG, PG, M.Phil., Ph.D., Integrated Masters, Integrated Ph.D., etc.)--- **B.A with subsidiary subject History**
4. Names of Interdisciplinary courses and the departments / units involved: **Nil**
5. Annual / semester / choice based credit system ( programme wise )--- **CBCS with B.A**
6. Participation of the department in the courses offered by other departments.: **Nil**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of courses / programmes discontinued (if any) with reasons: **Nil**
9. Number of teaching posts

	Sanctioned	Filled
Professor	-----	-----
Associate Professor	1	1
Asst. Professor	1	-----

10. Faculty profile with name, qualification, designation, specialization, (D.Sc. / D.Litt. / Ph.D. / M.Phil.etc)

Name	Qualification	Designation	Specialization	No. of Year of Experience	No. of Ph.D. Students guided for the last 4 years
D.B.MUNIYA	M.A. B.Ed., Ph.D.	Associate professor	HISTORY	17 years	-----

11. List of senior visiting faculty---- **-Nil-**
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty--- **50%**
13. Student-Teacher Ratio ( programme wise )---**391:1**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled-**Nil**
15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D./M.Phil/P.G.-- **-One faculty with Ph D and Ad hoc faculty with P.G**

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received-**Nil**
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received-**Nil**
18. Research Centre / facility recognize by the University-**Nil**
19. Publications: √
- a) Publication per faculty
  - Number of papers published in peer reviewed journals (national / international) by faculty and students- **DB Munia (1)**
  - Number of publications listed in International Database ( For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Sciences Directory, EBSCO host, etc.) **NIL**
  - Monographs **NIL**
  - Chapter in Books **DB Munia 3**
  - Books Edited
  - Books with ISBN/ISSN numbers with details of publishers –
  - Citation Index
  - SNIP
  - SJR
  - Impact factor
  - h-index
20. Areas of consultancy and income generated-**Nil**
21. Faculty as members in -----**Nil**-----
- f) National committees b) International Committees c) Editorial Boards...
22. Student Projects
- i) Percentage of students who have done in-house projects including inter departmental / programme-**Nil**
- j) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / Industry / other agencies-**Nil**
23. Awards / Recognitions received by faculty and students--**Nil**
24. List of eminent academicians and scientists / visitors to the department---**Nil**
25. Seminars/Conferences/Workshops organized & the source of funding - -- **Nil**
- k) National
- l) International
26. Student Profile Programme / course wise:

Name of the Course / Programme (refer question no.4)	Applications received	Selected	Enrolled		Pass Percentage
			*M	*F	
B.A with subsidiary subject History	NA	NA	M- NA	F-	NA

\*M = Male, F = Female

This being subsidiary subject, taught at F.Y. & S.Y. B.A. only, hence cannot compute pass percentage data.

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.A with subsidiary subject History	100%	--	--

28 How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

**More than 80% students belong to S.C, S.T. OBC categories who appear for above exams after passing out from this college. Hence exact data is not available.**

29. Student progression.

Student Progression	Against% enrolled
UG to PG	<b>This is a subsidiary subject taught in F.Y. &amp; S.Y. B.A. only.</b>
PG to M.Phil	-----
PG to Ph.D.	-----
Ph.D. to Post-Doctoral	-----
Employed <ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	-----
Entrepreneurship / Self-employment	-----

30. Details of Infrastructural facilities

- y) Library- **College General library for all departments**
- z) Internet facilities for Staff & Students-**available**
- a)Class rooms with ICT facility-**Not available**
- b)Laboratories-**Not applicable**

31. Number of students receiving financial assistance from college, university, government or other agencies-**90% receive Govt. scholarship**

YEAR	ST STUDENTS	SC STUDENTS	OBC STUDENTS	TOTAL
2013-14	279	05	18	316
2014-15	318	02	14	359

32. Details on student enrichment programmes (special lectures / workshops / seminar) with: **NIL**

33. Teaching methods adopted to improve student learning- **Lecture PPT, C.P, Assignment and interactive discussion method.**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities-**Nil**

### 35. SWOC analysis of the department and Future plans

#### **Strengths :**

- Qualified and competent faculty

#### **Weaknesses:**

- Poor communication among the students as most of the students are from the rural back ground
- Poor academic standards of the admitted students

#### **Opportunities :**

- Encouraging the students to develop Historical Sense.
- Chances to organize workshops/guest lecturers of eminent personalities from the Dept. of History
- Preparing the students for Civil Services and other competitive exams.

#### **Challenges:**

- To encourage the students to participate actively in seminars, group discussions, essay writing.
  - To Organize Tours for Historical Places.
  - To encourage the students to do post graduate degree in History
- As this is a grant in aid college, all programmes and courses are guided & regulated by University, Gujarat Government and CHE office hence any new additional programme to be undertaken requires permission of above authorities.

**EVALUATIVE REPORT OF PSYCHOLOGY**  
**DEPARTMENT**

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the Department- Psychology
2. Year of Establishment- 1969
3. Names of Programmes / Courses offered ( UG, PG, M.Phil., Ph.D., Integrated Masters, Integrated Ph.D., etc.)--- B.A with subsidiary subject Psychology
4. Names of Interdisciplinary courses and the departments / units involved: N.A.
5. Annual / semester / choice based credit system ( programme wise )--- CBCS with B.A
6. Participation of the department in the courses offered by other departments.N.A.
7. Courses in collaboration with other universities, industries, foreign institutions, etc. N.A.
8. Details of courses / programmes discontinued (if any) with reasons: N.A.
9. Number of teaching posts

	Sanctioned	Filled
Professor	-----	-----
Associate Professor	1	1
Asst. Professor	1	Yet to be filed

10. Faculty profile with name, qualification, designation, specialization, (D.Sc. / D.Litt. / Ph.D. / M.Phil.etc)

Name	Qualification	Designation	Specialization	No. of Year of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. R.S.Saiyed	M.A., Ph.D.	Associate professor	Psychology	22 years	--

11. List of senior visiting faculty---- -Nil-
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty--- Nil-
13. Student-Teacher Ratio ( programme wise )---425:1
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled-Nil
15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D./M.Phil/P.G.- P.G- One faculty with Ph.D.
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received-Nil
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received-Nil
18. Research Centre / facility recognize by the University-Nil



19. Publications:

- a) Publication per faculty
- Number of papers published in peer reviewed journals (national / international) by faculty and students- International journal (1)
- Number of publications listed in International Database ( For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Sciences Directory, EBSCO host, etc.)
- Monographs: Nil
- Chapter in Books: Nil
- Books Edited: Nil
- Books with ISBN/ISSN numbers with details of publishers –1.ISBN 978-93-82935-05-6
- 2.ISSN-23208767, ISSN – 0378-1003
- Citation Index: Nil
- SNIP
- SJR
- Impact factor
- h-index

20. Areas of consultancy and income generated- Nil

21. Faculty as members in -----Nil-----

- a) National committees b) International Committees c) Editorial Boards...

22. Student Projects

- k) Percentage of students who have done in-house projects including inter departmental / programme- Nil
- l) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / Industry / other agencies- Nil

23. Awards / Recognitions received by faculty and students-- Nil

24. List of eminent academicians and scientists / visitors to the department--- Nil

25. Seminars/Conferences/Workshops organized & the source of funding - -- Nil

- m) National  
n) International

26. Student Profile Programme / course wise:

Name of the Course / Programme (refer question no.4)	Applications received	Selected	Enrolled		Pass Percentage
			*M	*F	
B.A with subsidiary subject Psychology	NA	NA	M NA	F	NA

This being subsidiary subject, taught at F.Y. & S.Y. B.A. only hence, cannot compute pass percentage data.

\*M = Male, F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.A with subsidiary subject Psychology	100%	--	---

27. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

More than 88% students belong to S.C, S.T. OBC categories that appear for above exams after passing out from this college. Hence exact data is not available.

29. Student progression.

Student Progression	Against% enrolled
UG to PG	This is a subsidiary subject taught in first and second year B.A only.
PG to M.Phil	-----
PG to Ph.D.	-----
Ph.D. to Post-Doctoral	
Employed <ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	
Entrepreneurship / Self-employment	

30. Details of Infrastructural facilities

- aa) Library- General library for all departments
- bb) Internet facilities for Staff & Students-available
- cc) Class rooms with ICT facility-Nil
- dd) Laboratories-Nil

31. Number of students receiving financial assistance from college, university, government or other agencies-90% receiving Govt. Scholarship

YEAR	ST STUDENTS	SC STUDENTS	OBC STUDENTS	TOTAL
2013-14	142	08	06	156
2014-15	166	07	09	182

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts : Nil

33. Teaching methods adopted to improve student learning-PPT, C.P, Assignment and interactive discussion method.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities-Nil

35. SWOC analysis of the department and Future plans

**Strength:**

- Highly qualified faculty
- Faculty contributes to the optimal limit for the development of students and institute.
- Faculty counselling helps students to fight stress and depression
- Faculty often goes to deliver expert lecture to various places
- Faculty counsels for improved mental health of students

**Weaknesses:**

- Lack of research work
- Psychology as major is not offered
- Less opportunity for collaboration
- No lab for experiments
- No new appointments

**Opportunities:**

- Psychology as Major can help students form better future
- Lab can help students
- Appointments can help students to learn better

**Challenges:**

- Students of BPL strata do not feel competent with main stream. It consumes much energy to make them speak in the class.
- Language is a barrier as most of the books are available in English while students have very limited vocabulary.

As this is granting net college all programmes and courses are guided and regulated by Gujarat University and DEO office. Hence any new additional programme requires the permission of above authorities.

## EVALUATIVE REPORT OF SANSKRIT DEPARTMENT

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the Department- **SANSKRIT**
2. Year of Establishment- **1969**
3. Names of Programmes / Courses offered ( UG, PG, M.Phil., Ph.D., Integrated Masters, Integrated Ph.D., etc.)--- **B.A with subsidiary subject Sanskrit**
4. Names of Interdisciplinary courses and the departments / units involved: **Nil**
5. Annual / semester / choice based credit system ( programme wise )--- **CBCS with B.A**
6. Participation of the department in the courses offered by other departments.: **Nil**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of courses / programmes discontinued (if any) with reasons: **Nil**
9. Number of teaching posts

	Sanctioned	Filled
Professor	-----	-----
Associate Professor	1	1
Asst. Professor	1	Yet to be filled

10. Faculty profile with name, qualification, designation, specialization, (D.Sc. / D.Litt. / Ph.D. / M.Phil.etc)

Name	Qualification	Designation	Specialization	No. of Year of Experience	No. of Ph.D. Students guided for the last 4 years
G.G.SANGADA	M.A	Associate professor	SANSKRIT	25 years	--

11. List of senior visiting faculty---- **-Nil-**
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty--- **Nil-**
13. Student-Teacher Ratio ( programme wise )---**153:1**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled-**Nil**
15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D./M.Phil/P.G.-- **-P.G**
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received-**Nil**
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received-**Nil**
18. Research Centre / facility recognize by the University-**Nil**

19. Publications: **NIL**
- a) Publication per faculty
  - Number of papers published in peer reviewed journals (national / international) by faculty and students- **Nil**
  - Number of publications listed in International Database ( For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Sciences Directory, EBSCO host, etc.)
  - Monographs: **Nil**
  - Chapter in Books: **Nil**
  - Books Edited **Nil**
  - Books with ISBN/ISSN numbers with details of publishers –**Nil**
  - Citation Index **Nil**
  - SNIP **Nil**
  - SJR **Nil**
  - Impact factor: **Nil**
  - h-index **Nil**
20. Areas of consultancy and income generated-**Nil**
21. Faculty as members in -----**Nil**-----  
 29 National committees b) International Committees c) Editorial Boards...
22. Student Projects  
 m) Percentage of students who have done in-house projects including inter departmental / programme-**Nil**  
 n) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / Industry / other agencies-**Nil**
23. Awards / Recognitions received by faculty and students--**Nil**
24. List of eminent academicians and scientists / visitors to the department---**Nil**
25. Seminars/Conferences/Workshops organized & the source of funding - -- **Nil**  
 o) National  
 p) International
26. Student Profile Programme / course wise:

Name of the Course / Programme (refer question no.4)	Applications received	Selected	Enrolled		Pass Percentage
			*M	*F	
B.A with Compulsory & subsidiary Sanskrit subject	NA	NA	M NA	F	NA

\*M = Male, F = Female

This being subsidiary subject, taught at F.Y. & S.Y. B.A. only, hence cannot compute pass percentage data.

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.A with subsidiary subject Sanskrit	<b>100%</b>	--	--

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? More than 88% students belong to S.C, S.T. OBC categories that appear for above exams after passing out from this college. Hence exact data is not available.

29. Student progression.

Student Progression	Against% enrolled
UG to PG	This is a subsidiary subject taught in first and second year B.A only.
PG to M.Phil	-----
PG to Ph.D.	-----
Ph.D. to Post-Doctoral	
Employed <ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	
Entrepreneurship / Self-employment	

30. Details of Infrastructural facilities

ee) Library- **General library for all departments**

ff) Internet facilities for Staff & Students-**available**

gg) Class rooms with ICT facility-**Nil**

hh) Laboratories-**Not applicable (Arts & Commerce College)**

31. Number of students receiving financial assistance from college, university, government or other agencies-**90% receiving Govt. Scholarship**

YEAR	ST STUDENTS	SC STUDENTS	OBC STUDENTS	TOTAL
2013-14	221	11	22	254
2014-15	299	08	12	319

32. Details on student enrichment programmes (special lectures / workshops / seminar) with: **NIL**

33. Teaching methods adopted to improve student learning- **C.P, Assignment and interactive discussion method.**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities-**Actively Participated in all Ext. activities.**

35. SWOC analysis of the department and Future plans

**Strength:**

➤ Sanskrit speaking courses are organized from time to time

**Weaknesses:**

➤ Shortage of Faculty

- No Departmental Library.
- Short fund for purchasing books
- There is no department office

**Opportunities :**

- Encouraging the students to develop Sanskrit Language.
- Chances to organize workshops and invite guest lecturers of eminent personalities from the Dept. of Sanskrit
- Preparing the students for various exams.

**Challenges:**

- To motivate young mind to speak Sanskrit
- Propagate Sanskrit as a culture learning tool

As this is a grant in aid college, all programs and courses are guided & regulated by University, Gujarat Government and CHE office hence any new additional programme to be undertaken requires permission of above authorities.

## **5.Post – Accreditation Initiatives.**

**( RECOMMENDATIONS FOR QUALITY ENHANCEMENT OF THE INSTITUTION GIVEN BY PEER TEAM MEMBERS ON 20<sup>th</sup> JANUARY 2009)**

**Specific responses of the college toward each of the recommendations made by the Peer Team visit (19-01-2009 & 20-01-2009) for Quality Enhancement of the Institution.**

### **Recommendations:-**

**(A) Vacant Teaching & Non – Teaching posts including Principal may be filled in.**

### **Institution's Response:-**

The college is grant-in-aid college & is entirely dependent on the office of commissioner of Higher Education, Dept. of Education, Govt. of Gujarat for –

- g) Filling up of any Teaching & Non-Teaching posts in college
- h) The last appointment of Teaching post was in the year 1998-99, thereafter no appointments are made by the commissioner of Higher Education's office.
- i) Every year workload data sheet is submitted to commissioner of Higher Education's office the college is awaiting to get its Teaching, Non-Teaching posts filled including the principals post.
- j) The governing body ( i.e. the management of the college ) has appointed Ad hoc staff members (Teaching, Non-Teaching and class IV) and is bearing the Remuneration cost since 1998-99.
- k) The college is given assurance that shortly its vacant posts including the post of the principal shall be filled in, as it has opted for centralized mode of recruitment.

**(B) More encouragement needs to be given to staff for Ph.D. research and minor and major research projects of UGC & other funding agencies.**

### **Institution's Response:-**

The teaching staff is encouraged to take research work ( in spite of college facing the problem of manpower shortage in teaching and non-teaching )

As result since the last accreditation following progress is seen-

2009-10:- One faculty was pursuing MRP and one faculty member had completed MRP.

2010-11:- Two faculty members had completed MRP and one was under Implementation, 3 faculty registered for Ph.D.

2011-12:- One faculty completed MRP.

2014-15:- We have 9 Ph.D. holders, 2 are pursuing Ph.D. closer towards completion, 1 faculty is Ph.D. guide under whom one student has completed his Ph.D. Doctoral work.

So far No major research project has been completed.

As this is Arts & Commerce college, the college faculties have approached UGC for its MRP funding.



From 2009-15 most of our faculty member's participated and presented papers in State , National & International Seminars.

**(C)Network with all the stakeholders needs to be strengthened.**

**Institution's Response:-**

Our IQAC was established on 01-07-2009.

	Academic Year	Date of submission of AQAR to NAAC, Bangalore
AQAR	2009-10	01/01/2010
AQAR	2010-11	01/10/2011
AQAR	2011-12	23/07/2012
AQAR	2012-13	26/04/2014
AQAR	2013-14	18/09/2014
AQAR	2014-15	14/08/2015

In the year **2009-10** the IQAC had following composition total members 12 Including IQAC coordinator. 7 were from teaching faculty staff ( Including IQAC coordinator) ( Ad hoc ) rest 5 Including principal belonged to the governing body.

In the year **2010-11**, the IQAC had following composition-

Total members 13 including the IQAC coordinator

Out of 13, 7 belonged to teaching staff including IQAC coordinators ( HOD'S ) 4 members including the principal belonged to the governing body & 2 members belonged to the local / general society of Dahod town.

In the year **2011-12** the total number of IQAC members were 36. The break up is as follows-

5 were Alumni's , 6 were from governing body, 2 were external experts, 1 Co-coordinator, 1 Principal, and 7 were from Teaching faculties, 2 belong to office staff members, 12 Student's from Student council, Total in to 36 members.

In the year **2012-13**, the total number of IQAC was 21, Including its IQAC coordinator.

**The classification of the above is –**

7 Faculty members including IQAC co-ordinator, 2 external experts , 2 employer's, 2 Alumni's, 4 Governing body represent a fives Including college principal, 1 College office representative, 1 Technical member and 2 Student's from Student Union.

In the year **2013-14**, the total number of IQAC members were 21. Its classification is -

7 Faculty members including IQAC coordinator, 2 external experts , 2 employer's, 2 Alumni's, 4 Governing body represent a fives Including college principal, 1 College office representative, 1 Technical member and 2 Student's from Student Union.

In the year **2014-15**, the total number of IQAC members were 16. Its classification is -

7 Faculty members including IQAC coordinator, 2 external experts , 01 employer, 01 Alumni, 01 Stakeholder, 01 Governing body including college principal, 1 College office representative, 01 Technical member and 01 Student from Students Union.

All the stake holders are given fair idea of university's NAAC, IQAC, CHE'S office guide line's rules and expectations and networking amongst members of IQAC encompass 7 criteria's of NAAC.

The result of the networking is a creation of Win-Win situation for the institution, governing body & the society in general.

**(D) System of feedback from academic peer employer's alumni and parents be developed.**

**Institution's Response:-**

In the year 2010-11 the governing body had provided the college with feedback forms, which were duly filled & necessary following steps were taken. oral feedback from employer's, alumni, academic peers, parents is collected in the regular interaction with these stakeholders. The college has collected students' feedback from 2009-2015 covering points relating to, faculty support, Infrastructure, Library, fee structure, teaching environment etc. Necessary steps are taken in the same context.

The suggestions of the governing body are conveyed every year through a "MESSAGE" from its managing trustee on 9<sup>th</sup> of December every year, (Establishment day-called-Pratibaddhta Divas ) Constant motivation to faculty members is given by the governing body.

**(E) Earn & Learn scheme may be started for UG / PG Students.**

**Institution's Response:-**

Our college has sizeable number of students with poor family income back ground, for such students who also excel in their studies, they are allowed to work elsewhere on part time basis & earn for themselves and their family. As the college timings are from 8:00 AM TO 01:00 PM. The students mainly have 3 Lectures which get over 10:40 AM, hence students get the opportunity to work or do their business (mainly ancestral) after 11 AM.

**(F) Faculty Development activity may be augmented –**

**Institution's Response:-**

Our institution gives duty leave & reimbursement of registration fee & travelling allowance to attend seminars, workshops & conferences. During 2009-10, 22 state level, 28 National level & 07 International seminars were attended & papers were presented by the faculties.

7 articles by Dr. H.A.Hasan, 5 articles by Dr. N.P.Modi, 2 articles by Dr. K.B.Vyas, one paper, a book review & a poem by Dr. A.M.Sharma were published during the academic year 2009-10. Dr. A.M.Sharma received Associate for 3 years from IAS, Shimla, in the year 2009-10.

Dr. V.A.Choudhary served as a member of vigilance squad of Gujarat Secondary Education Board in the year 2009-10.

Prof. K.H.Elavia was nominated as a member on the editorial Board of the Journal of Commerce & Management. A journal brought out by the effort of CHE, Gandhinagar ,Gujarat and was also appointed as a author for

inhouse self- study material on “Human Resource Management” at M.Com by Baba Saheb Ambedkar Open university.

During the academic year 2010-11, 51 state level, 24 national level & 05 International level seminars were attended & in all 63 papers were presented by the faculties.

One of our faculty members Prof. R.S.Saiyad gave her honorary services as a visiting faculty in the Govt. College of physiotherapy at Dahod in the year 2010-11.

In the year 2010-11, Dr. Anuradha Sharma had brought out an anthology with ISBN No. titled “Critical Interpretation of mind & Art of Stephen Gill.” She is the poetry editor of “ Writer’s Life Line”. Her poems have been anthologized in various volumes. She has also written Book Reviews & Introduction to Books. Her articles have been published in referred journals, anthologies & news-papers.

During 2011-12, 18 State level, 31 National level & 10 International Seminars Were attended & in all 46 papers were presented by the college faculty members.

Four of our faculty members also attended one day faculty Improvement programme at Ahmadabad. One week training & capability, programme in psychology was undertaken by Prof. R.S.Saiyed.

During the year 2012-13, 20 state level, 16 National level & 01 International level seminar was attended by our faculty members & 02 state level, 12 National level & 03 at International level seminar papers were presented by our faculties & in addition our faculties acted as resource person at National & State level seminars. Six our faculty benefitted in the staff training conducted by the university & 13 faculty got benefitted in staff training conducted by other institutions. The college organized National level conference in 2012-13 which was sponsored by Commission for Scientific & Technological Terminology ( MHRD, NEW DELHI).

During the academic year 2013-14, one faculty member presented paper at state level seminar.

During the year 2013-14 one Book with ISBN number was published & a faculty contributed some chapters in edited books. During the year 2014-15, one faculty member took initiative towards faculty development.

**(G) Adequate Remuneration should be paid to Adhoc faculty-**

**Institution’s Response:-**

The remuneration paid to the adhoc faculty has doubled since the last accreditation dated 20-1-2009.

**(H) Gymnasium needs to be developed for Boys & Girls students.**

**Institution’s Response:-**

The college does not have gymnasium, however, it has certain sports equipments which are utilized by our students for improving their physical fitness level.

The college has put up proposal under the XII<sup>th</sup> plan of UGC for 8 lane glass running track & has seeked a grant of Rs.7 lakhs for the same purpose, from UGC (WRO) on, 05-09-2014. Presently the college is managing its physical training & sports with the help of a Adhoc P.T.I. in-charge person since last couple of years, as the institution is dependent on

its Human resource requirements on the Commissioner of Higher Education's office, Dept. of Education, Gandhinagar, Gujarat State.

**(I) Professional courses may be started like BBA, BCA & BSW.**

**Institution's Response:-**

Following the Recommendation of the peer team (cycle1) the governing body applied to the Gujarat university in its form No.190, on 18-06-2010 to start B.B.A. & B.C.A. on self finance basis, for which it also paid Rs. 25,000/- each by D/D of Kotak Mahindra Bank dated 16-06-2010, D/D No. – 009250 of Rs. 25,000/- for B.B.A. & D/D No. – 009251 of Rs. 25,000/- for B.C.A. programme. It also paid Rs. 1500/- each for form No.-190 being the standard promforma Application form to establish a new college under the affiliation of Gujarat University. The university has so far not given any written reply to start the college. However, it was conveyed on phone that they could not sanction us the BBA & BCA college.

The governing body has recently applied to Bar council of India, Commissioner of Higher Education Govt.of Gujarat & Gujarat university all simultaneously to establish Law College, for the same it has also paid a fee of Rs. 1,55,000/- as the initial necessary fee to Bar Council of India, New Delhi in the Academic Year 2014-15.

**(J) Coaching should be provided to students preparing for competitive examinations**

**Institution's Response:-**

The institute has a placement cell named "UDISHA" an initiative of higher education department of Gujarat Government.

The related information is placed on the notice board by the in-charge of the "UDISHA". The information of the passing out students is uploaded on the "UDISHA" website.

The college library has been the subscriber of Career Guidance dailies and periodical magazines. Thus, it becomes handy and easy for the aspiring students.

The college does not maintain the record of the students going through this type of examinations.

Faculties individually provide career counseling to the students in context of various Public Service Exams after graduation.

**(K) College should try to mobilize more funds from various funding agencies such as UGC, DST, Ministry of social justice and empowerment, ICSSR etc.**

**Institution's Response:-**

The institution has made efforts to get UGC funds. The funds sanctioned have beenutilized as per the rules and regulations and for the purpose for which they have been sanctioned.

The following grant has been received by the institution from UGC:

Sr. No.	Plan	Scheme	Amount Received	Amount Utilized
1	XI	Merged Scheme	Rs.14,66,600	Rs. 15,03,017
2	XI	College Development Grant	Rs. 8, 87,808	Rs.10,15,948
3	XII	Grant-in-aid (31)	Rs.2,16,000	2,39,577
4	XII	Capital Assets	Rs. 5,04,000	5,58,325
5	XII	Remedial Coaching	Rs. 2,00000	2,08,175

The college has also received NOC for XI<sup>th</sup> plan of UGC by its letter dated, 24-11-2014, No. F.14-66/07(WRO),for merged schemes. Under College Development Scheme the College received its NOC on 29-1-2015,by letter no. F.14-66/07.

(L)College be prepared to come out as an autonomous institution.

**Institution's Response:-**

The college will require some more time to become an autonomous institution.

## **6. Declaration by the Head of the Institution**

I certify that the data included in this RAR are true to the best of my knowledge.

This RAR is prepared by the institution after internal discussions, and no part thereof has been outsourced.

I am aware that the Peer team will validate the information provided in this RAR during the peer team visit.

Signature of the Head of the  
Institution  
with seal: