The Annual Quality Assurance Report

(AQAR)

of the IQAC

2016-2017

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2016-2017

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The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

1.1 Name of the Institution	SHRI R. K. PARIKH ARTS AND SCIENCE COLLEGE, PETLAD.

1.2 Address Line 1	DANTALI ROAD
Address Line 2	---
City/Town	PETLAD
State	GUJARAT
Pin Code	388 450
Institution e-mail address	vsjoshi69@gmail.com, petladartsandscience@gmail.com
Contact Nos.	02697-252396

Name of the Head of the Institution:	Dr. VIMAL S. JOSHI
Tel. No. with STD Code:	02697-252396
Mobile:	9427004861

Name of the IQAC Co-ordinator:	KALPESH R. TRIVEDI
Mobile:	9428076677

IQAC e-mail address: krtrivedi1967@gmail.com

1.3 **NAAC Track ID** GJCOGN13064

1.4 **NAAC Executive Committee No. & Date:** EC(SC)/23/A&A/13.2 March 2017

1.5 Website address: http://petladcollege.org.in

Web-link of the AQAR: http://petladcollege.org/AQAR_REPORTS/AQARoftheIQAC2016-17.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	----	2007	2012
2	2nd Cycle	B+	2.61	2017	2022

1.7 Date of Establishment of IQAC : DD/MM/YYYY 15/06/2007

1.8 AQAR for the year **2016-17**

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

i. AQAR 2008-2009 _____ _____ (07/04/2010)

ii. AQAR 2009-2010_____ _____ (21/10/2011)

iii. AQAR 2010-2011_____ _____ (20/04/2012)

iv. AQAR 2011-2012 (Online)_____ _____ (01/10/2012)

v. AQAR 2012-2013_____ _____ (04/12/2014)

vi. AQAR 2013-14_____(04/12/2014)

vii. AQAR 2014-15 _____ (15/07/2015)

viii. AQAR 2015-16 _____ (02/02/2017)

1.10 Institutional Status

University   State [√] Central [ ] Deemed [ ] Private [ ]

Affiliated College   Yes [√] No [ ]

Constituent College   Yes [ ] No [√]

Autonomous college of UGC   Yes [ ] No [√]

Regulatory Agency approved Institution   Yes [ ] No [√]

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

Type of Institution   Co-education   Men   Women

Urban [ ]   Rural [√] Tribal [ ]

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

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

1.11 Type of Faculty/Programme

Arts [√]   Science [√] Commerce [ ] Law [ ] PEI (Phys Edu) [ ]

TEI (Edu) [ ]   Engineering [ ]   Health Science [ ]   Management [ ]

Others   (Specify)   [---   ]

1.12 Name of the Affiliating University   SARDAR PATEL UNIVERSITY, VALLABH VIDYANAGAR

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

Autonomy by State/Central Govt. / University   N.A.

University with Potential for Excellence   N.A.   UGC-CPE   N.A.

DST Star Scheme   N.A.   UGC-CE   N.A.

UGC-Special Assistance Programme   N.A.   DST-FIST   N.A.

UGC-Innovative PG programmes   N.A.   Any other (Specify)   N.A.

UGC-COP Programmes   N.A.

2. IQAC Composition and Activities

2.1 No. of Teachers

| 06 |

2.2 No. of Administrative/Technical staff

| 02 |

2.3 No. of students

| 02 |

2.4 No. of Management representatives

| 01 |

2.5 No. of Alumni

| 01 |

2. 6 No. of any other stakeholder and

   community representatives

| 01 |

2.7 No. of Employers/ Industrialists

| 01 |

2.8 No. of other External Experts

| 0 |

2.9 Total No. of members

| 14 |

2.10 No. of IQAC meetings held

| 02 |

2.11 No. of meetings with various stakeholders: No. | 02 | Faculty | 02 |

Non-Teaching Staff | 01 | Alumni | 01 | Students | 01 |

2.12 Has IQAC received any funding from UGC during the year?   Yes | | No | √ |

If yes, mention the amount | --- |

2.13 Seminars and Conferences (only quality related)

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

Total Nos. | 0 | International | 0 | National | 01 | State | 0 | Institution Level | 0 |

(ii) Themes | One day National Conference on "Adroitness in e-content development for higher education" on 12th Jan. 2017.

2.14 Significant Activities and contributions made by IQAC

> The IQAC plays dynamic role to cultivate quality within the institution. The initiatives taken by the Cell through the year are as under.
> - Strengthening campus placements through UDISHA.
> - Designing and implementation of academic annual planner.
> - IQAC is constantly evaluating teaching learning process through feedbacks.
> - Strengthen the Environmental Projects for Green Campus.
> - Encouraging activities for girl students through CDWC.
> - The students and teachers are encouraged for Cleanliness drives, health checkups, debated competitions, guest lectures etc.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
▪ To organize seminar/workshop/conference	▪ U.G.C. sponsored National Seminar on "Adroitness in e-content development for Higher education" was organized.
▪ More focus on BAOU and PGDCA courses.	▪ Student enrollment and results improved.
▪ More alumni interaction for student support.	▪ The alumni association actively supports student's activities.
▪ To encourage departments to organize seminar/conference.	▪ Various Department organized student seminars and assemblies.
▪ Monitoring of completion of syllabus	▪ Executed.
▪ To strengthen the effective mentoring program.	▪ Mentoring program was effectively implemented.
▪ Upgradation of College website and upload old question papers.	▪ Website student corner was supported with university old question papers.
▪ Intense personality development & career guidance programs.	▪ Various personality & skill development programs through UDISHA.

See Academic Calendar of the year2016-17 as Annexure-1.

2.16 Whether the AQAR was placed in statutory body   Yes [ ]   No [√]

Management [ ]   Syndicate [ ]   Any other body [ ]

Provide the details of the action taken | --- |

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	0	0	0	0
PG	01	0	0	0
UG	02	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	0	0	0	0
Others	0	0	0	0
Total	03	0	0	0

Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

1.2　(i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options　-　**CBCS**
　　(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	03
Trimester	00
Annual	00

1.3 Feedback from stakeholders*　　Alumni ☐　Parents ☐　Employers ☐　Students ☑
　　(On all aspects)

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

*Please see an analysis of the feedback in the Annexure-2

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

NO

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

NO

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of Permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
20	0	14	01 (Principal)	05 (P.T. and A.S.)*

* P.T. – Part time lecturer, A.S. – Adhyapak Sahayak

2.2 No. of permanent faculty with Ph.D. | 10 |

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
01	10	0	0	0	0	0	0	01	10

2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest: 04	Visiting: 15	Temporary: 14

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	--	07	04
Presented papers	--	21	02
Resource Persons	--	02	06

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

- Extended Library hours.

- Active participation in Youth festival, sports activities at various levels.

- Mock tests, skill development program, computer basics and accounting training.

- Use of ICT in classroom seminars by students.

- Guest lectures, expert lectures and electronics project laboratory activities.

2.7 Total No. of actual teaching days during this academic year | 233 |

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

MCQ test for few subjects

2.9   No. of faculty members involved in curriculum

restructuring/revision/syllabus development

15	01	0

as member of Board of Study/Faculty/Curriculum Development workshops

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage : **(Nov. 2016)**

Title of the Programme	Total no. of students appeared	Total Pass %	Title of the Programme	Total no. of students appeared	Total Pass %
B.A.			**B.Sc.**		
Sem-1	83	40	Sem-1	190	19
Sem-3	101	56.86	Sem-3	193	34.5
sem-5	95	39.23	sem-5	216	32.5
M.A.					
Sem-1	35	88.57			
Sem-3	133	84.21			

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

The IQAC in alliance with head of the departments regularly interacts for the improvisation of academic and administrative quality through professional approach. The IQAC regularly interact with all the staff members to keep up and discuss the plans and prepare the road map for quality enhancement. Some of the points are mentioned below;

o   Preparation of academic calendar.

o   Close monitoring of admission and counseling process.

o   More stress on soft skill, computer literacy, career counseling activities.

o   Periodic review of documentation system.

o   Recognition of the achievements earned by the students and staff.

o   Computerization and data distribution among the departments.

o   Feedback from the students, its analysis and implementation of valued suggestions.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	0
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	0
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	0
Others	0

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	01	04	0	03
Technical Staff	05	03	0	01

Criterion – III

3. Research, Consultancy and Extension

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

Institute facilitate and support faculty members to initiate research, present and publish research papers. Many online journals are made available for research. Principal Dr. V. S. Joshi and Dr. J. A. Chaudhari are research guides and their research students are using research laboratory facilities.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	1
Outlay in Rs. Lakhs	0	0	0	1,55,000

3.4 Details on research publications

	International	National	Others
Peer Review Journals	17	04	01
Non-Peer Review Journals	0	0	0
e-Journals	01	02	0
Conference proceedings	01	0	0

3.5 Details on Impact factor of publications: **Please see Annexure:3**

Range [　] Average [　] h-index [　] Nos. in SCOPUS [　]

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned
Major projects	--	--	--
Minor Projects	--	--	--
Interdisciplinary Projects	--	--	--
Industry sponsored	--	--	--
Projects sponsored by the University/ College	--	--	--
Students research projects *(other than compulsory by the University)*	--	--	--
Any other(Specify)	--	--	--
Total	0	0	0

3.7 No. of books published   i) With ISBN No.   05   Chapters in Edited Books   0

ii) Without ISBN No.   0

3.8 No. of University Departments receiving funds from

UGC-SAP   0   CAS   0   DST-FIST   0

DPE   0   DBT Scheme/funds   0

3.9 For colleges   Autonomy   0   CPE   0   DBT Star Scheme   0

INSPIRE   0   CE   0   Any Other (specify)   0

3.10 Revenue generated through consultancy   0

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	--	--	--	--	--
Sponsoring agencies	--	--	--	--	--

3.12 No. of faculty served as experts, chairpersons or resource persons: | 02 |

3.13 No. of collaborations   International | 0 | National | 0 | Any other | 0 |

3.14 No. of linkages created during this year | 0 |

3.15 Total budget for research for current year in lakhs :

From funding agency | --- | From Management of University/College | --- |

Total | --- |

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	---
	Granted	---
International	Applied	---
	Granted	---
Commercialised	Applied	---
	Granted	---

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

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

3.18 No. of faculty from the Institution
who are Ph. D. Guides | 03 |

and students registered under them | --- |

3.19 No. of Ph.D. awarded by faculty from the Institution | 0 |

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

JRF | 0 | SRF | 0 | Project Fellows | 0 | Any other | 0 |

3.21 No. of students Participated in NSS events:

University level | 0 | State level | 10 |

National level | 0 | International level | 0 |

3.22 No. of students participated in NCC events:

University level | 0 | State level | 56 |

National level | 06 | International level | 0 |

3.23 No. of Awards won in NSS:

University level [0] State level [0]

National level [0] International level [0]

3.24 No. of Awards won in NCC:

University level [0] State level [0]

National level [01] International level [0]

3.25 No. of Extension activities organized

University forum [0] College forum [02]

NCC [02] NSS [04] Any other [0]

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

➢ More focus on community service through extension activities.

➢ Students blood group checkup program by Microbiology department and Indian Red Cross Society, Petlad.

➢ Students' felicitation and prize distribution by CWDC.

➢ Cooperative training sessions for girl students with District Industrial Centre.

➢ N.C.C. student participated in All India Para Jumping training by Indian Air Force.

➢ Community service through NGO like Rotary Club.

➢ Extensive activities of UDISHA serve students as well as community people.

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total in ₹
Campus area	25 Acre	---	---	---
Class rooms	12	---	---	---
Laboratories	09	---	---	---
Seminar Halls	01	---	---	---
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	---	---	---	---
Value of the equipment purchased during the year (Rs. in Lakhs)	---	---	---	---
Others	---	---	---	---

4.2 Computerization of administration and library

- Administrative office has TechSis MIS software with internet and LAN facilities. The admission process, enrolment and examination, salary data are completed through online process.
- College library is computerized and using SOUL software. Book Issue & collection through BAR Code system. It has also OPAC facility to enable browsing of library resources.
- The library provides free internet access to the students and faculty members.
- CCTV cameras are installed in the library.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value in ₹	No.	Value	No.	Value in ₹
Text Books	13,037	13,76,525.95	32	18,350	13,069	13,94,875.95
Reference Books	16,548		96		16,644	
e-Books	0	0	0	0	0	0
Journals	138	1,12,140	70	42,000	208	1,54,140
e-Journals	0	0	0	0	0	0
Digital Database	0	0	0	0	0	0
CD & Video	150	Gratis	0	0	150	Gratis
Others (specify)	---	---	---	---	---	---

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs (DELL)	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	89	25	20	04	27	06	18	09
Added	0	0	0	0	0	0	0	0
Total	89	25	20	04	27	06	18	09

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

- All the departments are provided internet broadband facilities. The classrooms are also provided internet facility through LAN connected with a server.

- The College website ensures that the stakeholders are well informed with updated information.

- Training to faculty, staff and students on ICT.

- Internet browsing is available in computer lab, DELL lab, library and the departments free of cost for the students and teachers.

- The College management arrange classes of computer software and Hardware maintenance free of cost.

4.6 Amount spent on maintenance and purchase in ₹ :

   i) ICT   65,000

   ii) Campus Infrastructure and facilities   5,09,110

   iii) Equipments   3,29,047

   iv) Others (Electrical, Furniture, gaarden)   5,12,877

          Total ₹:   14,16,034

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC monitors the students' grievances and redressed mechanism on a regular basis.
- Parent-teacher meetings and Alumni meetings.
- Scholarships are provided through various schemes.
- The admission brochure, College website, facebook page, are significant ways of communicating the vision and mission of the College.
- Grievances Redressal and anti ragging cell provides students support.
- National Service Scheme [NSS], & other clubs encourage the students to take part in community development activities.

5.2 Efforts made by the institution for tracking the progression

- PTA meetings and alumni meetings.
- Department meetings are being conducted twice in a month to monitor the progress of the action plan
- The student progression is monitored in laboratory, student seminar and mid semester exams.
- Feedback from students and suggestions received from the Suggestion box.
- The student progression is discussed in meetings with management body, staff and other stack holders. Career and Placement cell keeps track of student progression.

5.3 (a) Total Number of students : 1,115

UG	PG	Ph. D.	Others
B.A. 290	M.A. 154	0	0
B.Sc. 671	0	0	0

(b) No. of students outside the state — 0

(c) No. of international students — 0

Men
No	%
613	55.00

Women
No	%
502	45

Last Year **2015-16**						This Year **2016-17**					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
543	157	56	653	02	1411	527	103	41	440	04	1115

Students appear in examination during 2016-17 : 1050

Demand ratio : 1:1   Dropout % : 5.8%

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

> - Training on Aptitude/Quantitative/ Communication skills for students through placement cell.
>
> - SCOPE center [Society for creation of opportunity through proficiency in English] helps our students to improve English proficiency.
>
> - Students were taken special classes during placement hours informing various competitive exams available for them and the guidance were given to them to prepare for the examinations

No. of students beneficiaries   425

5.5 No. of students qualified in these examinations : Data not available.

NET | 0 | SET/SLET | 0 | GATE | 0 | CAT | 0

IAS/IPS etc | 0 | State PSC | 0 | UPSC | 0 | Others | 0

5.6 Details of student counselling and career guidance

> The Career Guidance Cell (UDISHA) actively support students in career guidance & training, opportunities in higher studies, internships and placements for both undergraduate students and post-graduate students. Some of the activities are given below;

NO.	DATE	DETAILS OF THE EVENT	GUEST / EXPERT	LOCATION OF THE EVENT	NO. OF STUDENT PARTICIPANTS
1	15/6/16 to 20/06/16	Yoga talim	---	College Campus	150
2	21/6/16	Yoga Day	---	College Campus	158
3	4/7/16	Introduction – UDISHA & Career Guidance	Dr. R.T.Jasrai Falguni Shah	College Campus	B.Sc.Sem1 157
4	19/7/16	Seminar: How to live College Life	Mr. Jayraj Pandya	College Campus	B.Sc.1 154
5	20/7/16	Introduction of Three club: Orientation programme	Mr. Jayraj Pandya	College Campus	54

6	27/7/16	Seminar : Goal Setting	Dr. R.T.Jasrai Falguni Shah	College Campus	B.A.1 34
7	4/8/16	Motivation to Account opening & use of SBI Buddy in Smart Phone	Mr. Ru. Badra Manager & SBI Team (Bhadran)	College Campus	B.Sc.-5 144
8	4/8/16	Formation of Three club : Orientation programme	Mr. Jayraj Pandya	College Campus	258
9	8/8/16	Information of Competitive exam	Mr.Nasibsingh JMTC	College Campus	243
10	8/8/16	How to design a career?	Mr. Jayraj Pandya	College Campus	All B.A. Students
11	9/8/16	Career in Gujarati	Mr. Jayraj Pandya	College Campus	B.A.with Gujarati Students
12	10/8/16	Career in Economics	Mr. Jayraj Pandya	College Campus	Economics Students
13	22/8/16	How to design a career?	Mr. Jayraj Pandya	College Campus	B.Sc. -1 Students
14	22/8/16	Career in Physics and Chemistry	Mr. Jayraj Pandya	College Campus	B.Sc. -3 Students
15	23/8/16	Career in Chemistry	Mr. Jayraj Pandya	College Campus	B.Sc. -5 Students
16	24/8/16	Career in Physics	Mr. Jayraj Pandya	College Campus	B.Sc. -5 Students
17	20/12/16	Seminar on Graphic Design & Animation	Kodiyar Care Center	College Campus	206
18	1/9/17	Career Guidance Session	SPEC	College Campus	B.Sc. -6 Students
19	1/9/17	Seminar on Cashless Awareness	Prakshal IT Anand	College Campus	174
20	25/7/17	Employment Skill	Development Management Ahmadabad Mr. Chetan Jani	College Campus	B.Sc. -6 Students
21	30/1/17	Seminar on Cyber Crime	Mr.R.C.Kansara	College Campus	173
22	7/2/17	Seminar on Competitive Exam Preparation	Mrs.Hiralben Thakar Chief Officer at Petlad	College Campus	89
23	17/2/17	Seminar on Further Studies at ARIBAS	Dr. Ritu Dixit ARIBAS V. V. Nagar	College Campus	B.Sc.-6 Students

24	18/2/17	Research in Chemistry	Dr. Bharat Makwana Kadi Vidhyalay Gandhinagar	College Campus	B.Sc.-6 Students
25	21/2/17	Studies & Research in Renewable Energy	Dr. A.Mahesh	College Campus	B.Sc.-6 Students
Interview					
1	22/2/17	Entrance Exam for Industry Training	Out Campus Interview	J & J Science College, Nadiad	12 B.Sc.Sem-6 Students

No. of students benefitted | 425 |

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
---	---	---	12

5.8 Details of gender sensitization programmes

1. CWD Cell organizes lectures and orientation program for girl students.

2. Female Health problems are addressed by guest lectures by doctors.

5.9 Students Activities

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

State /University level | 449 | National level | 08 | International level | --- |

No. of students participated in cultural events

State/University level | 18 | National level | 0 | International level | 0 |

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

Sports : State/ University level | 120 | National level | 02 | International level | 0 |

Cultural: State/ University level | 0 | National level | 0 | International level | 0 |

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	0	0
Financial support from government	536	Data Not Available
Financial support from other sources*	24*	1,20,000
Number of students who received International/ National recognitions	0	0

Note: ST, SC, EBC, OBC, PH, N.T.D.N.T. and Minority student's financial support deposited directly that amount is not included. Many students of our College receive scholarship from *Shri Sachchidanand Bhakti Niketan Ashram, Dantali, Petlad and Bhaikaka foundation, Vallabh Vidyanagar are deposited directly in the students account.

5.11   Student organised / initiatives

Fairs   : State/ University level | 0 | National level | 0 | International level | 0 |

Exhibition: State/ University level | 0 | National level | 0 | International level | 0 |

5.12 No. of social initiatives undertaken by the students | 03 |

5.13 Major grievances of students (if any) redressed: No major grievances.

Criterion – VI
6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: "To offer knowledge based, career oriented education in various disciplines and build better citizens for tomorrow".

Mission:

- To groom a student in areas of his/her career interest and impart necessary competence to make one successful in professional career

- To develop a conducive and rich infrastructure with modern and adequate facilities for academic, co-curricular and overall development of students and staff.

- To contribute to the development of the society with due focus on local economy.

- To bring continuous improvement in performance on basis of the feedback from all the stake holders (Students, Parents, Faculty, management, employers, concerned authorities).

- To build resource pool of alumni, ex-staff members, donors and well wishers.

6.2 Does the Institution has a management Information System

Yes. The institution has TECHSIS management Information System for the ease of office administration like fee module, General Register maintenance and SMS Alert.

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

6.3.1 Curriculum Development

- The Curriculum is designed by the University. The College does not play any important. The suggestions for the improvement in curriculum development are being sent to Sardar Patel University through BOS members.

- The Placement Cell to conduct programmes throughout the year so as to help students acquire the necessary soft skills for employment.

- The Choice Based Credit System followed at present in the college facilitates horizontal movement, enabling students to make their choices.

- The syllabus is reviewed and revised once in three years by BOS of the University. The major restructuring is done periodically.

6.3.2 Teaching and Learning

- Innovative methods using ICT are adopted for teaching and learning process as required in the course content.
- Establishment of the course plan for every subject well before the commencement of each semester along with the course handouts which are made available to all students on the start of the academic yea
- Apart from classroom interaction, meaningful learning is initiated through guided teaching and guided library assignments, group discussion, seminars, debates, quiz, viva, etc.

6.3.3 Examination and Evaluation

- Continuous evaluation of the students through objective tests, MCQ tests, project work, seminars and descriptive test.
- Internal examination results are monitored and reviewed by Principal and HODs.

6.3.4 Research and Development

- Faculties were inspired by the research committee to pursue research activities.
- Three faculty members are Ph. D. guides having three research students working under their guidance.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- The College Library fully functional with SOUL software and subscriber of N-LIST facility through which e-jorunals and e-books are made available to the faculty members.
- The students have also internet access in the library for browsing and reading of available online books.
- Library operational with Bar coding and OPAC.
- All science laboratories equipped with sophisticated equipments.
- Most of the classrooms are upgraded with multimedia projectors.
- All the departments are provided with computers, laptops, printer and scanner and internet connectivity.

6.3.6 Human Resource Management

- All faculty members are assigned various committees as per their interest to carry out all round activities throughout the year.
- The Institute organizes various orientation and enrichment programmes for both teaching and non-teaching staff members for upgrading their skills in the latest technology.
- Medical leave provision is given to the faculty and staff members based on the request.

6.3.7 Faculty and Staff recruitment

- The staff recruitment is done according to rules and regulation of the state government of Gujarat.
- The management recruits ad hoc faculty and staff as per requirement.

6.3.8 Industry Interaction / Collaboration

- Industrial Interface Cell (ICC) organizes industrial visits and guest lecture for the students.
- The students interact with industry people through UDISHA activities.

6.3.9 Admission of Students

The admissions procedure is as per University admission norms government reservation policy.

6.4 Welfare schemes for

Teaching	Provision of GPF
Non teaching	Provision of GPF
Students	Annexure-4

6.5 Total corpus fund generated   0

6.6 Whether annual financial audit has been done   Yes √   No ☐

6.7 Whether Academic and Administrative Audit (AAA) have been done? NO

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	---	Yes	IQAC committee
Administrative	Yes	B. C. Patel & Co., Anand	Yes	Chartered Accountant

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes   Yes ☐   No √

For PG Programmes   Yes ☐   No √

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

- The University has done computerization of the examination system. On-line registration of examination forms, on-line uploading of internal marks by Staff members and uploading the semester examination results are carried out.

- The mark statements, hall tickets, processing of examination application forms, allocation of register numbers and seating arrangement have been computerized.

- The highest parameter of efficiency with regard to the evaluation process in the college is honesty and impartiality.

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

N/A

6.11 Activities and support from the Alumni Association

Alumni association encourages and supports student activities.

Alumni meet is conducted every year. The valuable suggestions are collected and implemented.

6.12 Activities and support from the Parent – Teacher Association

Parent meet arranged annually for the review the progress of the student.

6.13 Development programmes for support staff

Computer training program is organized for non teaching staff.

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

Campus is made clean through cleanliness drive and tobacco free. We use energy saver eco friendly CFL tubes. Garbage is disposed in the dustbin placed at various locations. Rain water harvesting system is sited near chemistry department.

Criterion – VII

7. <u>Innovations and Best Practices</u>

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

- Electronics Project are carried out in Physics laboratory for B. Sc. students.
- Guidance for competitive examination, mock tests, personality development programs, computer based accounting training to the students.
- Celebration of Yoga Day, cultural events, poster and debate competitions.

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

- Most of the objectives are achieved as per plan of action.

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

- More focus on career development and soft skill activities.
- Intense classroom student seminars.

7.4 Contribution to environmental awareness / protection

- Environmental awareness programs in villages by N.S.S.
- Green campus.

7.5 Whether environmental audit was conducted?   Yes [ ]   No [√]

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

8. <u>Plans of institution for next year</u>

- Preparing for NAAC 2nd cycle.
- To obtain research funded projects.
- More focus on soft skill programs.
- To enhance e-resources in the library.
- More emphasis on classroom seminars.
- Intense personality development & career guidance programs programs

Name : Kalpesh Trivedi   *Name :   Dr. V. S. Joshi*

_____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____***_____

Abbreviations:

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

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Annexure-1
Academic Calendar for Ac. Year: 2015-2016

First Term: 13-06-2016 to 03-12-2016 = 25 Weeks	

Date	Event/Activity
13/06/2016	Beginning of the first term
16/06/2016	Staff Meeting for Committee formation
21/06/2016	Celebration of International Yoga Day
23/06/2016	Time Table Committee Meeting
27/06/2016	International Day Against Drug Abuse & Illicit Trafficking
02/07/2016	Welcome Function of FY Students
04/07/2016	Meeting of Time Table Committee
07/07/2016	Meeting of IQAC Committee
09/07/2016	Orientation Programme for NSS
11/07/2016	World Population Day: Events on population problems
17/07/2016	Cleaning of College Campus by NSS Unit
22/07/2016	Tree Plantation by NSS/ Nature Club Unit
24/07/2016	NSS One day camp
30/07/2016	Staff Academic Meeting
06/08/2016	Group discussion - SSC
13/08/2016	Selection of SRC
Second week of August 2016	Physical Education/ Yoga orientation
15/08/2016	NCC Pared & Celebration of Independence Day
19/08/2016	Meeting of Students Representative Committee (SRC)
24/08/2016	Celebration of Sanskrit Day
27/08/2016	Books information – Library visit/ Group discussion
01/09/2016	Orientation of students for Celebration of Teachers Day
03/09/2016	Celebration of Teachers Day
08/09/2016	Celebration of World Literacy Day
10/09/2016	Meeting of Exam. Committee for Internal Exam.
Second week of Sept. 2016	Training/ Orientation of students for participation in Youth Festival
Second week of Sept.2016	College level CWDC events
16/09/2016	Celebration of World Ozone Day
2nd/3rd Week of Sept. 2016	College Internal Practical Exam
21/09/2016	Celebration of International Day of Peace
24/09/2016	Celebration of NSS foundation day.
26/09/2016	IQAC Committee Meeting for preparation of AQAR.
1st week of Oct. 2016	College level CWDC events
1st/2nd Week of Oct. 2016	College Internal Theory Exam.
24/10/2016 to	Diwali Vacation

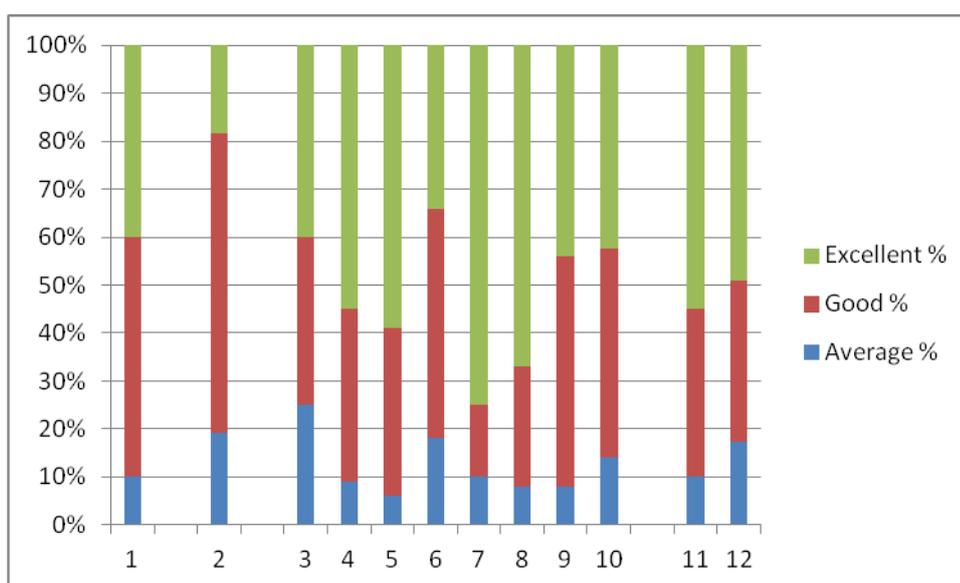| Second Term: 05-12-2016 to 10-06-2017 = 27 Weeks	
Date	**Event/Activity**
19/11/2016	College level - Power lifting competition
01/12/2016	World AIDS Day- AIDS Awareness Programme
2nd/3rd Week of Dec. 2016	NSS Annual Camp
22/12/2016	Celebration of National Mathematics Day : Birth Anniversary of Ramanujan
26/12/2016	Boxing day
28/12/2016	Study Tour/ Industrial Tour
02/01/2017	College Staff Meeting
First week of January 2017	College level CWDC events
07/01/2017	Sports Committee Meeting.
09/01/2017	Quiz Competition
12/01/2017	Celebration of National Youth Day
13/01/2017	Kite flying competition in college ground.
17/01/2017	Environment Awareness programme
21/01/2017	Examination committee meeting
25/01/2017	Celebration of National Voter's Day
Third Week of January 2017	Various Sports and Academic competitions.
26/01/2017	NCC Pared & Celebration of Republic Day
Last Week of Jan. 2017	Annual Day- Cultural Programme/ Musical Morning/ Farewell of last Semester students
30/01/2017	To observe Martyr's Day (Hutatma Din)
Second Week of Feb. 2017	Meeting of Examination Committee for Internal Exam.
02/02/2017	Celebration of National Girl Day – "Beti Bachao"
11/02/2017	IQAC Committee Meeting for preparation of AQAR.
28/02/2017	Celebration of National Science Day
Second Week of Feb. 2017	College Internal Practical Exams
First Week of March 2017	College Internal Theory Exams/ Assessment etc.
Last week of April 2017	Feedback from students.
24/04/2017 to	Summer Vacation & SP/ GUJ University Exams.

* **Important Notes**:

    (1) Some special day's celebrations have been changed due to public holidays.
    (2) Academic work will be done as per schedule of SPU/ Gujarat University.
    (3) Some events are subject to change as per prevailing situations.
    (4) Dates are given tentative for the ease of preparing academic calendar.

Student's Feedback Analysis

Sr. No.	Particulars	Average %	Good %	Excellent %
1	Admission process	10	50	40
2	Office Administration Response	20	65	19
3	General Discipline	25	35	40
4	Teaching and General Behaviour of Faculty Members	9	36	55
5	Conduct of Examination and its Evaluation	6	35	59
6	Extracurricular, cultural and social activities	18	48	34
7	Administration and General Behaviour of Principal	10	15	75
8	Seminar, workshop, quiz and project work	8	25	67
9	Overall impression of institute	8	48	44
10	N.S.S., N.C.C. and sports activities	15	46	45
11	College library facilities	10	35	55
12	Non-teaching and laboratory staff services	18	35	51

Target group: 377   final semester students.

Details on Impact factor of publications:

Sr. No.	Title of Paper	Journal (Please Mention: Peer reviewed/Non peer reviewed /e-Journal/Conference proceedings)	National/ International ISSN/ IF/ H-index/no. in Scopus	Year
Dr. Vimal Joshi				
1.	Ag-Mn mixed tartrate crystals: A Growth and Spectrometric Studies	International Journal of Innovative Research in Science, Engineering and Technology, [S.J.I.F.-2016: 5.442] Vol. 5, Issue 5, 2016, pp.1333-1340.	DOI:10.15680/IJIRSET 2016.0505126	Issue 5, 2016
2.	Thermal and FTIR studies of gel-grown Calcium tartrate tetrahydrate crystals	International Journal of Innovative Research in Science, Engineering and Technology, [S.J.I.F.-2016: 5.442]	DOI:10.15680/IJIRSET 2016.0505126	Vol. 5, Issue 1, 2016, pp.1333-1340
3.	Study the effect of some supernatant solutions on the formation of Liesegang Rings	International Journal of Innovative Research in Science, Engineering and Technology [S.J.I.F.-2014: 5.442]	DOI:10.15680/IJIRSET 2015.0501054	Vol. 5, Issue 1, 2016, pp.1027-1031
4.	Gel Growth, Powder XRD and FTIR Study of Magnesium Levo-Tartrate Crystals	International Journal of Innovative Research in Science, Engineering and Technology [S.J.I.F.-2014: 5.442]	DOI:10.15680/IJIRSET 2015.0501053	Vol. 5, Issue 1, 2016, pp.1020-1027,
Dr. R. T. Jasrai				
1	The role of algae in bioremediation of textile effluent.	International Journal of Engineering Research and General Science	2091-2730	2016
2	A review on nutritional facets of seaweed.	International journal of chemical science and Technology	2455-3263	2016
3	Comparison of physico-chemical parameters of sandhana and machhial village fishpond of matar taluka of Gujarat.	International journal of chemical science and Technology	2455-3263	2016

4	To study the contaminated soil of industrial estate around ankleshwar GIDC area of Gujarat, India.	International journal of chemical science and Technology	2455-3263	2016
5	Preliminary Study on Potential of Seaweeds in Decolorization Efficacy of Synthetic Dyes Effluent	International Journal of Plant, Animal and Environmental Sciences	2231-4490	2017
6	Resoluteness of biogas potential of Cr, Pb & Cd accumulated green algae Spirogyra sp. and Oscillatoria sp.	International Journal of Bioassays	2278-778X	2017

Dr. J. A. Chaudhary

1	"Studies on novel heteroaryl azo dyes" in Archives of Applied Science Research.	peer reviewed	International ISSN 0975-508X	2016
2	Computer Application Used In Studies On Novel Heteroaryl Azo Dyes" in International Journal of Advance Research and Innovative Ideas in Education.	conference proceedings	International-ISSN(O)-2395-4396	2017

Dr. S. D. Shukla

1	"Computational Model of Axial Oil Flow from a Rough Hole"	IJARIIE (e-journal)	ISSN(O)-2395-4396	2017
2	"Ferro Fluid Based Rough Porous Tilted Pad Bearing with Slip Effect"	Kalpa Publication in Engineering	ISSN: 2515-1770	2017
3	Hydromagnetic Squeeze Film in Rough Porous Narrow Journal Bearing: A Study of Slip Effect	Tribology Online	ISSN:1881-2198	2017

Dr. K. B. Anjaria				
	CREATING E CONTENT USING DELTA SOFTWARE FOR THE STUDENTS OF PLANT TAXONOMY	INTERNATIONAL JOURNAL OF ADVANCE RESEARCH AND INNOVATIVE IDEAS IN EDUCATION	INTERNATIONAL	VOL 2 ISSUE 1
Mr. K. R. Vankar				
1	A Journey and Orientation of E-learning by web Techoology for hogher Education	E- Journal	ISSN-2395-4396	2017
Mr. I. A. Saikh				
1	Indian Urban Family and Globalization	King of Education World (Referred & Peer Reviewed national Journal	ISSN : 2278-9189	4th, Issue : May - June,2016
Dr. G. D. Chaudhari				
1	A Journey and Orientation of E-learning by web Techoology for hogher Education	E- Journal	ISSN-2395-4396	2017
Dr. A. N. Patel				
1	"Keynsian Arthik Vichardhara ane Sidhdhant"	History of economic thoughts, development and the study of the system	ISBN No. 978-93-85536-83-0	2016
2	"Mudirokan Sabandhit Viklpo ane vyuhrachana"	Investment option in Present scenario	ISBN No. 978-9384190-33-0	2016
3	"Computer application in economic analysis"	International journal of advance research and Innovative ideas in Education	ISSN No.[0] 2395/4396	2017
Dr. A. R. Prajapati				
1	Internet Can Appeal as a Teacher Comparative Observation	IJARIIE (e-journal)	ISSN-2395-4396	2017

Annexure : 4

The welfare schemes for students :

- Free medical check up for first year students.

- Thalassemia check up facility for the students at subsidised rate.

- Hostel facility for boys and girls.

- College canteen within the campus to provide good quality of food.

- Remedial coaching classes for SC., S.T. OBC and slow learners.

- Book bank facility for all the students in library.

- Online access available for the students in computer laboratory and library.

- Government scholarships for the SC., S.T. OBC and minority students. Scholarships to meritorious students.