

SELF STUDY REPORT

SUBMITTED TO

NATIONAL ASSESSMENT & ACCREDITATION

COUNCIL, BANGALORE-560 072

PREPARED BY

SMT. J. C. DHANAK ARTS & COMMERCE

COLLEGE

BAGASARA-365440, DIST-AMRELI (Gujarat)

FOR

RE-ACCREDITATION PROCESS (CYCLE-2)

Year: 2016

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(A)

PREFACE

It is a matter of great pleasure to present this Self Study Report of our college to the National Assessment and Accreditation Council (NAAC) for assessment and accreditation.

We have made sincere effort and honest retrospection, while preparing this Self Study Report. We have tried to present this exactly in consonance with the guidelines formulated by NAAC.

At the time of submission of this SSR, we honestly believe that getting accreditation from an esteemed and autonomous body like NAAC is a matter of pride and privilege. We have highlighted our strengths and not ignored to mention our weaknesses. We know that our immediate task is to concentrate in formulating an elaborate plan and proper implementation of the same in the shortest span of time to overcome the weaknesses.

We whole-heartedly accept that NAAC has given us an opportunity to look into ourselves and to motivate us for hectic academic exercise. We hope and believe that we may come-up to the expectation of NAAC.

Dr. S. D. MORI
Principal

(B)

EXECUTIVE SUMMERY

After careful study of all the seven criteria, the SWOC analysis is given as under.

Strengths:

Our Strengths are given below.

- We have fully qualified and dedicated staff. Thirteen teachers have completed their Ph.D. while one are pursuing it. Six are M.Phil. Degree holders. One faculty is a Ph.D. level research guide. Four MRP is completed, three are apply of MRP.
- The institution offers affordable fee structure
- The help of visionary management, the institute has constructed new auditorium and administrative building. Our library is fully computerized. It has Xerox machine, printer, four computers and internet facility for both students and faculty members.
- Our Career Counseling and Placement Cell/UDISHA/student development programme organized by Saurashtra University is very helpful to the students because it not only prepares them for competitive examinations but also helps them to develop their skills.
- The Institution provides insurance coverage to all students. This policy is given from Saurashtra University.
- The administrative office is computerized. For effective and speedy administrative work, we have installed special software.
- The institute owned vast area of 8 acre which is green, clean and eco-friendly.

Weaknesses:

At the same time we have certain weaknesses.

- UGC MRPs and publications need to be strengthened.
- Frequent failure of electricity is a hurdle for developing IT zone in the institute.
- Experts are not available around the district for various services.
- There is no permanent English faculty. Govt. is not recruiting it.

- This district is financially and educationally backward.
- Most of the students are getting education not for employment, but just for finding good matches.

Opportunities

We have some opportunities as well.

- Introducing newer courses with a focus on employability.
- Starting of PG courses in Commerce stream.
- Making the existing college ICT enabled.
- Development of Research activities for Staff and Students.
- Construction of library building and computer lab.

Challenges:

There are some challenges before the institution. They are:

- Urbanization is a great challenge for villagers. The students are leaving villages and going towards cities for education/earning money.
- Rural and rustic catchment is another challenge for the institution because they have the tendency not to go for higher education.
- To make students and even faculty 'English Speaking' is also a challenge for us.
- To attract companies to the college campus is also very difficult for us.

Part – I

Institutional Data

1. Profile of the Affiliated/Constituent College

2. Name and Address of the College:

Name : **SMT. J. C. DHANAK ARTS & COMMERECE COLLEGE-
BAGASARA**

Address : **COLLEGE ROAD,**

City : **BAGASARA, DIST-AMRELI**

Pin Code : **365440**

State : **GUJARAT**

Website : **www.bvdhankcollege.org**

3. For Communication :

Designation	Name	Telephone With STD code	Mobile	Fax	Email
Principal	Dr. S. D. Mori	O-2796-222256	94272459 55	02796- 222256	jcdbagasara052@gmail.com
Steering Committee Co-coordinator	Dr.B.M.Dodiya	O-2796-222256	94280149 86	02796- 222256	bhavsindhodia@yahoo.com

4. Status of the Institution :

Affiliated College

Constituent College

Any other (specify)

5. Type of Institution:

5.1 By Gender :

5.1.1 For Men

5.1.2 For Women

5.1.3 Co-education

5.2 By Shift :

5.2.1 Regular

5.2.2 Day

5.2.3 Evening

6. It is cognized minority institution? No

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

7. Sources of funding: Grant-in-aid

8.

8.1 Date of establishment of the college: **1st August, 1988**

8.2 University to which the college is affiliated/or which governs the college. (If it is a constituent college) - **Saurashtra University, Rajkot**

8.3 Details of UGC recognition:

Under Section	Date, Month & Year	Remarks(If any)
i.2(f)	29-07-2008	----
ii.12(B)	29-07-2008	----

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

8.4 Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, and RCI etc.)- Not Available

Under Section/ clause	Recognition/Approval details Institution/Department Programme	Day, Month and Year (dd-mm-yyyy)	Validity	Remarks
i.	-----	-----	---	---
ii.	-----	-----	---	---
iii.	-----	-----	---	---
iv.	-----	-----	---	---

(Enclose the recognition/approval letter)

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

Yes

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

No

10. Is the college recognized? Yes

10.1 By UGC as a College with Potential for Excellence (CPE)?

No If yes, date of recognition: NA (dd/mm/yyyy)

10.2 For its performance by any other governmental agency? Yes

If yes, Name of the agency: AAA-Department of Higher Education

Date of recognition: 02/04/2013

Score: 875.5

Grade Achieved: "A+"

11. Location of the campus and area in sq. mts:

Location*	Rural
Campus area in sq. mts.	2.009
Built-up area in sq. mts.	74442 sq. Meter

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

12. 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

* Swimming pool

* Gymnasium

• Hostel:

* Boys' hostel

i. Number of hostels

ii. Number of inmates

iii. Facilities (mention available facilities)

* Girls' hostel:

i. Number of hostels

ii. Number of inmates

Facilities (mention available facilities)

* Working women's hostel

i. Number of inmates

ii. Facilities (mention available facilities)

• Residential facilities for teaching and non-teaching staff (give numbers available -- cadre wise) -NIL

• Cafeteria -- Yes

• Health Center – NA

• First aid, Inpatient, Outpatient, Emergency care facility, Ambulance.....

Health center staff –

Qualified doctor Full time Part-time

Qualified Nurse Full time Part-time

• Facilities like banking, post office, book shops: - NA

• Transport facilities to cater to the needs of students and staff: NA

• Animal house: NA

• Biological waste disposal: NA

• Generator or other facility for management/regulation of electricity and voltage Yes

• Solid waste management facility: NA

• Waste water management: NA

• Water harvesting: NA

13. Details of programmes offered by the college (Give data for current academic year)

Sr. No.	Programme Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned/ approved Student strength	No. of students admitted
1	Under-Graduate	B.A.	3 Years	12th	Gujarati	524	524
		B.Com.	3 Years	12th	Gujarati	353	353
		B.C.A.	3 Years	12th	English	112	112
		B.B.A.	3 Years	12th	English	96	96
2	Post-Graduate	M.A. (Guj.)	2 Years	B.A.	Gujarati	107	107
		M.A. (Hindi.)	2 Years	B.A.	Hindi	34	34

3	Integrated Programmes PG	----	----	----	----	----	----
4	Ph.D.	----	----	----	----	----	----
5	M.Phil.	----	----	----	----	----	----
6	Certificate courses	----	----	----	----	----	----
7	UG Diploma	----	----	----	----	----	----
8	PG Diploma	----	----	----	----	----	----
9	Any Other (specify and provide details)	----	----	----	----	----	----

14. Does the college offer self-financed Programmes? **Yes**

If yes, how many? **Two (BBA, BCA)**

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

15.1.1 M.A (Hindi) - 2012-13,

15.1.2 BCA - 2012-13

15.1.3 BBA - 2013-14

16. 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.)

Faculty	Departments (E.g. Physics, Botany, History)	UG	PG	Research
Arts	Gujarati, Hindi, Sanskrit, Economics, Sociology	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	-
Commerce	Economics, Commerce, Accountancy, English	<input checked="" type="checkbox"/>	-	
Science	Computer Science	<input checked="" type="checkbox"/>	-	-
Management	General Management	<input checked="" type="checkbox"/>		-
Any Other (Specify)	-	-	-	-

17. Number of Programmes offered under (Programme means a degree course like B.A.; B.Com.; B.C.A.; B.B.A. & M.A.-Gujarati, and Hindi...)

- a. annual system
- b. Semester system [B.A., B.Com., B.C.A., B.B.A. & M.A.]
- c. trimester system

18. Number of Programmes with

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

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

Yes No

If yes,

a. Year of Introduction of the programme (s) N.A. (dd/mm/yyyy) and number of batches that completed the programme

b. NCTE recognition details (if applicable) **NA**
Notification No.:

Date: (dd/ mm/ yyyy)

Validity:.....

c. Is the institution opting for assessment and accreditation of Teacher Education Programme separately? **NA**

Yes No

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

Yes No

If yes,

a. Year of Introduction of the programme(s) NA (dd/mm/yyyy) and number of batches that completed the programme

b. NCTE recognition details (if applicable) NA

Notification No.:

Date: (dd/ mm/ yyyy) NA

Validity:..... NA

c. Is the institution opting for assessment and accreditation of Physical Education Programme separately? NA

Yes No

21. 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*
Sanctioned by the UGC / University / State Government	---	---	10	02	06	03	04	03	-	-
<i>Yet to recruit</i>	---	---	---	---	---	---	---	---	---	---
Sanctioned by the Management/society or other authorized bodies Recruited	---	---	---	---	01	02	01	02	---	01
<i>Yet to recruit</i>	---	---	---	---	---	---	---	---	---	---

*M-Male*F-Female

22. Qualifications of the teaching staff:

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.	---	---	---	---	---	---	---
Ph.D.	---	---	08	02	02	01	13
M.Phil.	---	---	03	00	02	01	06
PG	---	---	10	02	06	03	21
Temporary teachers							
Ph.D.	---	---	---	---	---	---	-

M.Phil.	---	---	---	---	---	01	01
PG	---	---	---	---	02	01	03
Part-time teachers							
Ph.D.	---	---	---	---	---	---	---
M.Phil.	---	---	---	---	---	---	---
PG	---	---	---	---	---	---	---

23. Number of Visiting Faculty/Guest Faculty engaged with the College.-yes

24. Furnish the number of the students admitted to the college during the last four academic years.

Programmes	Categories	2012-13		2013-14		2014-15		2015-16	
		M*	F*	M*	F*	M*	F*	M*	F*
B.A.	SC	41	37	50	46	73	62	61	51
	ST	0	0	1	1	1	1	1	2
	OBC	79	94	136	98	194	111	144	94
	General	76	228	75	144	90	105	89	82
	Others	0	0	0	0	0	0	0	0
	Total		196	359	262	289	358	279	295
B.Com.	SC	7	4	7	6	5	11	4	14
	ST	0	0	0	0	0	0	0	0
	OBC	51	56	58	59	66	60	41	50
	General	105	225	97	223	84	216	63	181
	Others	0	0	0	0	0	0	0	0
	Total		163	285	162	288	155	287	108
B.C.A.	SC	2	1	10	6	16	7	13	6
	ST	0	0	0	0	1	1	1	1
	OBC	3	0	11	3	21	6	16	8
	General	13	1	23	10	35	16	29	25
	Others	0	0	5	4	5	5	7	6
	Total		18	2	49	23	78	35	66
B.B.A.	SC	-	-	1	1	2	1	6	2
	ST	-	-	0	0	0	0	0	0
	OBC	-	-	3	4	12	5	16	6
	General	-	-	08	11	19	21	28	37
	Others	-	-	0	0	0	0	0	1

	Total	0	0	12	16	33	27	50	46
M.A. Gujarati	SC	4	9	3	3	3	5	6	19
	ST	0	0	0	1	0	1	0	0
	OBC	8	30	6	25	1	27	13	24
	General	7	55	6	60	13	58	13	32
	Others	0	0	0	0	0	0	0	0
	Total	19	94	15	89	17	91	32	75
M.A. Hindi	SC	5	2	6	7	5	7	4	5
	ST	0	0	0	0	0	0	0	0
	OBC	7	5	16	8	17	6	11	5
	General	2	24	8	37	6	23	4	5
	Others	0	0	0	0	0	0	0	0
	Total	14	31	30	52	28	36	19	15
Grand Total		410	771	530	757	669	755	570	656

***M-Male*F-Female**

25. Details on student's enrollment in the college during the current academic year:

(2015-16)

Type of students	UG	PG	M.Phil.	Ph.D.	Total
Students from the same State where the college is located	1071	141	-	-	1212
Students from other states of India	----	----	----	----	----
NRI students	----	----	----	----	----
Foreign students	----	----	----	----	----
Total	1071	141	-	-	1212

26. Dropout rate in UG and PG (average of the last two batches)

UG 100:0.00

PG 100:3.30

27. Unit Cost of Education

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

a. Including the salary component

Rs.475113.90

b. Excluding the salary component

Rs.356.64

28. Does the college offer any programme/s in distance education mode (DEP)?

Yes

No

If yes,

- a. Is it a registered Centre for offering distance education programmes of another University- **No**
- b. Name of the University which has granted such registration. ---**No**
- c. Number of programmes offered---**No**
- d. Programmes carry the recognition of the Distance Education Council---**No**

29. Provide Teacher-student ratio for each of the programme/course offered

Academic Year 2015-16

UG	B.A	524:12 (1:43.66)
	B.Com	353:04 (1:88.25)
	BBA	96:05 (1:19.2)
	BCA	112:03 (1:37.33)
PG	M.A (Gujarati)	107:11 (1:9.72)
	M.A (Hindi)	34:06 (1:5.67)

30. Is the college applying for Accreditation: **Cycle 2**

31. Date of accreditation* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only)

Cycle 1: 30th, September, 2009

Accreditation Outcome/Result: Grade 'B' (CGPA 2.52)

**Kindly enclose e copy of accreditation certificate(s) and peer team report(s) as an document.*

32. Number of working days during the last academic year. ---**290**

33. Number of teaching days during the last academic year---**180**

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

34. Date of establishment of Internal Quality Assurance Cell (IQAC) IQAC

01/10/2009

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

NAAC.

AQAR (I) 2009-10

AQAR (II) 2010-11

AQAR (III) 2011-12

AQAR (IV) 2012-13

AQAR (V) 2013-14

AQAR (VI) 2014-15

AQAR (VII) 2015-16

36. Any other relevant data (not covered above) the college would like to include. (Do not include explanatory/descriptive information)

(D)

CRITERION-WISE INPUTS

CRITERION I:

CURRICULAR ASPECTS

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.

The vision and mission statements of our college are as under:

VISION

- To provide qualitative education with equal opportunities for men and women of the downtrodden region of Bagasara.
- To produce graduates according to the regional needs of the time.
- To contribute in nation building by providing value based education.

MISSION

- To commence and run degree and diploma courses.
- To appoint qualified faculties according to rules and regulation of Gujarat Government and Saurashtra University (This is compulsory not a mission)
- To establish required latest equipment. (To make teaching-learning process more effective through audio -visual aids)
- To create awareness towards society and environment.
- To give education which promote positive attitude and family values.
- To develop integrated personality of students.

OBJECTIVES:

- To provide quality education with equal opportunities for men and women of the downtrodden region of Bagasara and make them financially and socially independent.
- To cater growing need of industry through students' career planning.
- Development of personality traits of students through co-curricular and extracurricular activities.
- To focus on women's education.
- To create social and environmental awareness.

Vision and mission of the institute are communicated to the students, teachers, staff and other stakeholders through prospectus, induction meeting and other college

programmes. The prospectus of the college is given to all students admitted in all programmes in the college. Thus through students the proclamation of our vision and mission unquestionably reach to the parents and society as a whole.

The college has special display boards for the permanent display of these statements.

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).

As an affiliated College, the curriculum is designed by the Saurashtra University. The institute has to follow this curriculum. However, the College follows the academic calendar prescribed by the University to complete the syllabus on time. Efforts are made to impart various skills to the students and imbibe research culture among them through student-centric practices like group seminars and assignments, subject wise MCQ Tests etc. In the beginning of the academic year, IQAC prepares format for Annual Teaching Plan with guidelines and each teacher prepares Annual Teaching Plan accordingly and submits one copy to IQAC.

Deployment of Action plan:

- Time table is set at the beginning of the academic year which fulfills the prescribed number of teaching hours for each subject.
- The staff is responsible for completing the portion within the stipulated time.
- Each faculty prepares an Annual Teaching Plan.
- The interaction of the Ph.D. scholars with the university is also helpful in improving the teaching practices.
- Review meetings are conducted after Diwali Vacation each year by Principal.

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?

As an affiliated College, the curriculum is designed by the Saurashtra University. The institute has to follow this curriculum. The Vision, Mission and objectives of the institution are kept in mind while transacting with the

curriculum. Student's employability skills, student centric teaching learning practices are being followed for effective curriculum delivery.

Procedural:

The University forms an Academic Calendar that specifies the duration of the semester, the date of commencement and end of semester, dates of examination slots etc. Besides, the University also circulates various notifications.

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.

The initiatives taken up or contribution made by the institution for effective curriculum delivery are as follows:

- When faculty required LCD Projector facilities for prepare and deliver the Power Point Presentations for effective curriculum delivery based on teaching learning process.
- They are also provided information on usage of Audio/Visual aids for the teaching to be made more effective as well as interesting.
- Faculties uses BISAG Room (live lecture telecast channel room) subject wise timetable provided by BISAG (KCG) so that student can have the benefit of the knowledge of variety of faculties teaching their subjects around the state.
- Faculty members are participated in Faculty Development Programmes (FDP), Summer Special School, and Short-term course to enhance teaching skills & adopt the innovative techniques in teaching.
- In order to improve the student's skills and knowledge of English language the college has developed a Hi-Tech English language lab.
- Special library periods are allotted to final year students in their timetable, additionally books, journals, the syllabus guidelines and previous year university question papers are also made accessible to the students

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

The College faculties communicate with academicians during the Board of studies meetings. Their communications boost up their knowledge regarding curriculum. However, there are no formal arrangements with any beneficiaries for effective operationalization of curriculum.

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.)

In Saurashtra University, every subject has a Board of Studies. The curriculum is developed by the Board of Studies. Most of the Heads of the Departments of our institution are the members of the Saurashtra University Board of Studies. They take an active and keen interest in the curriculum development through personal involvement and feedback of the faculty, students and academic experts and present them to the Board of Studies for further perusal. Furthermore, they participate actively in the Board of Studies in the development of the new/revised/improved curriculum as and when the need arises.

The mechanism evolved for collecting feedback in the regular meetings of the bodies instituted for this purpose:

- **Students:** Students Council meetings are planned and conducted every semester to get opinion from the students.
- **Alumni:** Every Year College held Alumni meets, where the old students of the college give opinion about the relevance and validity of their course in the job market.

- **Parents:** They too are active participants in almost all the activities of the college. A healthy interaction with the parents is facilitated and encouraged from time to time.
- **Employers:** The College gets feedback from employers on a regular basis. Every department organizes lectures, workshops and seminars to get feedback on curriculum from employers concerning their areas at least once in a year.
- **Academic Peers:** The faculty members, meetings of BOS (Board of Studies), attend all state level, national and international workshops, conferences and seminars and such other platforms provide an opportunity to the college to get motivation from peers.
- **Community:** Members of college, parents and leaders from society including Banks, Schools, Colleges, LIC, Municipality, Police Department, NGOs, Government Agencies, etc. invites from time to time to get opinion regarding the curriculum.

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.

The institute does not develop any courses as they are developed by Saurashtra University with implementing Guidelines of UGC only and the institute has to follow them.

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

The objectives of curriculum which are framed by various syllabus framing committees of the university are achieved through the critical analysis of the following:

- Student Performance – Internal assessment & grades, semester exams, Project work, Assignments.

- Quality Enhancement of Faculty – Regular enhancement of teaching and delivery skills along with the theoretical inputs through participation in national and international seminars, conferences, discussions etc.
- Achievements of Faculty – Professional qualifications pertaining to the areas of specialization, paper presentations and publications in reputed journals and also editors in ISSN journals.
- Overall Performance of the Institution - Participation in various cultural activities, competitive exams.
- Awareness Programme –Computer Awareness, Environmental Issues, Women Empowerment etc.
- Social Service to the Community – Conducting outreach activities such as Blood donation, Medical Check-up Camp etc.

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 goals and objectives of the college are given below:

Goals & objectives

- To provide access to higher education through quality education.
- To prepare the youth in the field of technology.
- To motivate the teachers in academic and research fields.
- To organize extension activities.
- To organize social welfare activities.
- To create healthy environment.

The academic programmes prescribed by the university are in line with the institution goals and objectives. The institute has been giving training to the staff and students regarding ICT enabled teaching and learning i.e. how to prepare PPT (Staff), M.S.Office and tally for Students and Staff etc. The institution also organizes personality development programmes, Soft Skills Development Programmes and other job oriented programmes.

1.2.2. Does the institution offer programmes that facilitate twinning /dual degree? If “yes”, give details.

Institute is given flexibility, value addition and course enrichment by the University. C.B.C.S. has been introduced since 2010. Institute does not offer add on courses. Even though C.B.C.S. and semester system has been introduced in Saurashtra University interdisciplinary courses are not offered at college level. The University is the policy making body which can actually implement the inter-disciplinary course. Flexibility is given to the students to move from one discipline to another is offered. The programs are pursued as per rules and regulations of the University.

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**

Arts (B.A.) No.	Course code	Name of the Course Offered by University	Name of the Course Opted by College
1	Foundation Course In English/Hindi	English/Hindi	English/Hindi
2	Foundation Course in Classical Language	Sanskrit/Other	Sanskrit
3	Core	Gujarati or Sanskrit or Hindi	Gujarati or Sanskrit or Hindi
4	Elective-I	Gujarati or Sanskrit or Hindi	Gujarati or Sanskrit or Hindi
5	Elective-II	Sociology/ economics	Sociology/ economics

Commerce (B.Com.) No.	Course code	Name of the Course Offered by University	Name of the Course Opted by College
1	Foundation	English	English
2	Core-1	Business Economics	Business Economics
3	Core-2	Financial Accounting	Financial Accounting
4	Core-3	Company Law	Company Law
5	Core-4	Business Administration	Business Administration
6	Core & Allied-1	Fundamental of Entrepreneurship	Fundamental of Entrepreneurship
7	Core & Allied-2	Salesmanship	Salesmanship
8	Elective-1	Accounting & Finance	Accounting & Finance

Management (B.B.A.) No.	Course code	Name of the Course Offered by University	Name of the Course Opted by College
1	Foundation	Communication Skills and Business Writing	Communication Skills and Business Writing
2	Core-1	Micro Economics	Micro Economics
3	Core-2	Fundamentals of Management	Fundamentals of Management
4	Core-3	Forms of Business Organization	Forms of Business Organization
5	Core-4	Office Automation	Office Automation
6	Allied-1	Environmental Science	Environmental Science
7	Elective-1	Principles & Practice of Accounting	Principles & Practice of Accounting
8	Elective-2	Elements of Business Mathematics	Elements of Business Mathematics

Computer- Science (B.C.A.) No.	Course code	Name of the Course Offered by University	Name of the Course Opted by College
1	Foundation	Technical communication English	Technical communication English
2	Core-1	Problem solving methodologies and programming in C	Problem solving methodologies and programming in C
3	Core-2	Computer Fundamentals and emerging technology	Computer Fundamentals and emerging technology
4	Core-3	Networking & Internet Environment	Networking & Internet Environment
5	Core-4	Practical-1 Based on networking & PC software	Practical-1 Based on networking & PC software
6	Core & Allied-1	Practical-2 Based on C language	Practical-2 Based on C language

ARTS (M.A.) GUJARATI	Course code	Name of the Course Offered by University	Name of the Course Opted by College
1	Core-1	GUJARATI	GUJARATI
2	Core-2	GUJARATI	GUJARATI
3	Core-3	GUJARATI	GUJARATI
4	Core-4	GUJARATI	GUJARATI
5	Core-5	GUJARATI	GUJARATI

ARTS (M.A.) HINDI	Course code	Name of the Course Offered by University	Name of the Course Opted by College
1	Core-1	HINDI	HINDI
2	Core-2	HINDI	HINDI

3	Core-3	HINDI	HINDI
4	Core-4	HINDI	HINDI
5	Core-5	HINDI	HINDI

Choice Based Credit System and range of subject options (Bachelor of Arts)

Semester I & II					
No.	Course code	Name of the Course Offered by University	Name of the Course Offered by College	Credits	Teaching Hours
1	Foundation	English or Hindi	English or Hindi	03	36
2	Foundation	Classical Lg.Sanskrit	Classical Lg. Sanskrit	03	36
3	Core	Gujarati or Hindi or Sanskrit	Gujarati or Hindi or Sanskrit	06	72
4	Elective-1	Gujarati, Hindi , & Sanskrit	Gujarati, Hindi , & Sanskrit	06	72
	Elective-2	Sociology or Economics	Sociology or Economics	06	72
Total				24	288
Semester III & IV					
1	Foundation	English or Hindi	English or Hindi	03	36
2	Core	Gujarati or Hindi or Sanskrit	Gujarati or Hindi or Sanskrit	09	108
3	Elective-1	Gujarati or Hindi or Sanskrit	Gujarati or Hindi or Sanskrit	06	72
4	Elective-2	Sociology or Economics	Sociology or Economics	06	72
Total				24	288
Semester V & VI					
1	Foundation	English or Hindi	English or Hindi	03	36
2	Core	Gujarati or Hindi or Sanskrit	Gujarati or Hindi or Sanskrit	18	216
Total				21	252
Grant Total Credit & Hours for Semester I to VI				69	828

Choice Based Credit System and range of subject options (Bachelor of Commerce)

Sr. No.	Course code	Name of the Course Offered by University	Name of the Course Opted by College	Credits	Teaching Hours
1	Foundation	English	English	03	36
2	Core-1	Business Economics	Business Economics	03	36
3	Core-2	Financial Accounting	Financial Accounting	03	36
4	Core-3	Company Law	Company Law	03	36
5	Core-4	Business Administration	Business Administration	03	36
6	Core & Allied-1	Fundamental of Entrepreneurship	Fundamental of Entrepreneurship	03	36
7	Core & Allied-2	Salesmanship	Salesmanship	03	36
8	Elective-1	Accounting & Finance	Accounting & Finance	03	36
Total Credits of Semester - I & II				24	288
Total Credits of Semester - III & IV				21	252
Total Credits of Semester - III & IV				21	252
Total Credit of All Semester				66	792

Choice based credit system and range of subject options (B.B.A.)

Sr. No.	Course code	Name of the Course Offered by University	Name of the Course Opted by College	Credits	Teaching Hours
1	Foundation	Communication Skills and Business Writing	Communication Skills and Business Writing	03	36

2	Core-1	Micro Economics	Micro Economics	03	36
3	Core-2	Fundamentals of Management	Fundamentals of Management	03	36
4	Core-3	Forms of Business Organization	Forms of Business Organization	03	36
5	Core-4	Office Automation	Office Automation	03	36
6	Core & Allied-1	Environmental Science	Environmental Science	03	36
7	Core & Allied-2	Principles & Practice of Accounting	Principles & Practice of Accounting	03	36
8	Elective-1	Elements of Business Mathematics	Elements of Business Mathematics	03	36
Total Credits of Semester - I & II				24	288
Total Credits of Semester - III & IV				21	252
Total Credits of Semester - V & VI				21	252
Total Credit of All Semester				66	792

Choice based Credit System and range of subject options (B.C.A.)

No.	Course code	Name of the Course Offered by University	Name of the Course Opted by College	Credits	Teaching Hours
1	Foundation	Technical communication English	Technical communication English	05	60
2	Core-1	Problem solving methodologies and programming in C	Problem solving methodologies and programming in C	05	60
3	Core-2	Computer Fundamentals and emerging technology	Computer Fundamentals and emerging technology	05	60
4	Core-3	Networking & Internet Environment	Networking & Internet Environment	05	60
5	Core-4	Practical-1 Based on networking & PC software	Practical-1 Based on networking & PC	05	60

			software		
6	Core & Allied-1	Practical-2 Based on C language	Practical-2 Based on C language	05	60
Total Credits of Semester - I & II				30	360
Total Credits of Semester - III & IV				30	360
Total Credits of Semester - V & VI				30	360
Total				90	1080

Courses offered in modular form

There is no course offered in modular form.

- **Credit transfer and accumulation facility**

There is no credit transfer and accumulation facility given to students.

- **Lateral and vertical mobility within and across programmes and courses**

There is no Lateral and vertical mobility within and across programmes and courses

- **Enrichment courses**

There is no enrichment course.

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.

The institution offers the following courses in self-financed programme.

Name of the Programme	Admission Process	Curriculum	Fee structure	Teacher Qualification
B.C.A.	12+2 Any Stream	As per our University syllabus (as mentioned 1.2.3)	7000/-	As per University & UGC Norms
B.B.A.	12+2 Only Commerce Stream Students	As per our University syllabus(as mentioned 1.2.3)	5000/-	As per University & UGC Norms

1.2.5. Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If yes, provide details of such programme and the beneficiaries.

Yes, the college offers SCOPE, DELL-Language Lab programmes, to improve skilled oriented training programmes to the students and staff.

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?

The university does not provide for flexibility of combining the conventional face-to face and distance mode of education for students

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?

In integrating institution goals and objectives with the university curriculum, the academic programs are designed in the form of calendar of events and accordingly they are executed in the following ways:

- By organizing college level seminars.
- By preparing academic plans.
- By conducting periodical tests/assignments.
- By providing library facilities.
- By intimating parents about their wards progress and performance in parent- teacher meetings.
- For preparing the students to face the challenges on the professional front, cultural ethics and enhance moral characteristics by prayers, good thoughts and personality development programmes.
- By internal quality checks, Annual teaching Plans by each teacher and feedbacks from the students.

- NSS unit organizes various camps like voter awareness, women's empowerment, prevention of child labor, blood donation camps etc..
- Qualitative teaching-learning process by ICT methodologies.
- By organizing awareness programmes about women's rights etc.

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 efforts made by the institution are as follows:

Modify: Feedback obtained is studied and analyzed through discussion by the faculty in the departments of the course/subject concerned. Accordingly, necessary recommendations are communicated through the faculty of the institute attending the meeting in the affiliating university or through Members of Board of Studies for improving the curriculum.

Enrich:

- There is a rich library with enough job related materials which enables students to update the needs of changing market trends.

Organize:

- The Academic calendar is prepared in consultation with all Heads of Department and faculties.
- Personality development and other programmes are organized to face the dynamic employment markets.

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 institute doesn't have right to integrate any issues into the curriculum. Board of Study of the concerned subject looks into this matter as far as integrating any point into the syllabus is concerned. In curriculum, UGC made environment subject compulsory. However, the Institution takes necessary efforts in the form of seminars, workshops, discussions for the following issues:

- a) **Gender Sensitization:** The anti-sexual harassment cell/anti ragging committee/women empowerment cell takes care of gender sensitization. Lecture on gender issues are organized in our institution.
- b) **Climate change:** Students are sensitized on issues like Global warming, air & water pollution & environment. Viz., Paper bags distribution/replace plastic bags with paper/cloth bags.
- c) **Environmental Education:** Environmental awareness programmes are arranged.
 - Plastic free campus
 - Cleanliness in Bagasara
- d) **Human rights:** Anti-ragging cell is active in the college campus which makes students aware about human rights.
- e) **ICT:** ICT related programmes have been arranged to make students and staff familiar with technology enabled education.

1.3.4. What are the various value-added courses/enrichment programmes offered to ensure holistic development of students?

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

The value added efforts include:

- **Moral and Ethical values:** The college NSS team regularly visits surrounding areas and villages to promote awareness on various social, moral, ethical principles and ways of life. **In our institution prayer, chanting of mantras, national anthem, Good thoughts and GK questions is our regular practice.**
- **Employability and Life Skills:** The College realizes the importance of training for students aiming better career options. Therefore the institution arranges training programmes for Competitive Exam related

topics like Exam Patterns, Grammar in Various Competitive Exams (English/Gujarati), Historical and Language related topics etc.

- **Better Career Options:** The Career and Counseling Cell arranges various programmes each year for students for better career options. They are also informed about various job opportunities/recruitments by this cell.
- **Community Orientation:** The College has one NSS unit. The NSS team regularly visits surrounding areas and villages to promote awareness on various social, moral, ethical principles and ways of life. **Our institute make regular visit for the community activities such as orphanage and old age home, Local Jail, Police station.**

1.3.5. Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

- **Students:** Feedback forms are designed for students so as to facilitate their understanding of the course contents and their expectations. Student feedback is taken after completion of syllabus of each subject, usually at the end of University Exam.
- **Alumni:** Alumni feedback is taken formally during the annual meet and informally during faculty- alumni interactions. The feedback is noted down by the chairperson of the Alumni Association.
- **Parents:** Parents feedback is collected informally during parent teachers meet.
- **Employers: Feedback** is taken from the employers.

Feedbacks and suggestions are taken into consideration and the analytical report of feedback on Curriculum was sent to registrar of Saurashtra University for necessary updates.

1.3.6. How does the institution monitor and evaluate the quality of its enrichment programmes?

The institution monitors and evaluates quality of its enrichment programmes as follows:

- In house monitoring of classes.
- **Various Committees like IQAC, Grievance Redresser Cell, Academic Council, Library Advisory Committee etc. evaluates and monitors for improvement in teaching method, students grievance, completion of courses etc.**
- Resource Persons are invited from around the district for expert classes.
- Training programmes on soft skills.

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?

Since our college has no autonomy we adopt the curriculum prescribed by Saurashtra University. However, our faculty members Dr. S. D. Mori, Dr. H.L. Vala, the Head of Gujarati Department, and Dr. B.M. Dodiya appointed in Commerce Department and Dr. B.B. Gohil was appointed in Sociology Department in the syllabus framing committee of Saurashtra University and are appointed by the concerned Board of Studies.

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, feedback is obtained from students and the same is analyzed in a strategic way. All constructive suggestions for the curricular improvements and up gradation are sent to the Registrar of Saurashtra University.

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

The institute has introduced M.A. Hindi, BBA and BCA programmes during the last four years. To provide more competitive course for the rural student to come up with urban student

CRITERION II:
TEACHING- LEARNING AND
EVALUATION

CRITERION II: TEACHING- LEARNING AND EVALUATION

2.1 Student Enrollment and Profile

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

- Our institution never gives any advertisement because it is very popular in our region. Institute has structure of admission such “First-come- First” and now onwards online Admission Process is carried on so, at the time of admission student get all the relevant information about their programmes.
- Institution also provides prospectus to the students before the commencement of programme all the relevant information relates to admission, infrastructure, fees, financial supports, various activities of college, achievement of the students in academic as well as sports and other activities express through the prospectus.
- The institution has its web site so the student can also get information about college and its various programmes.
 - Transparency in the Admission process.
- As the institution has the structure of admission such “First-come- First”, and now onwards on Merit basis so the student just need to take admission form as earlier as when forms start to distribute.
- As per the capacity, the institution gets the sufficient applications and all applications get the entry.
- The institution also follows all the rules and regulations of reservation ratio given by government.

2.1.2 Explain in the details 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 interview (iv) any other) to various programmes of the institution.

- The institution give admission on the “First- come- first” basis, and Online notice board merit basis depending upon the number of seat available from 2016-17
- The institution also runs the Career Counseling Cell and gives guidance to the students as per requirement of various courses.

2.1.3 Give the minimum and maximum percentage of marks 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.

For all the various programmes such are offered by the college, the minimum marks to be obtained varies from discipline to discipline and depends on the overall results of the Higher Secondary Board. Normally, students with distinction marks are given first priority followed by the students securing first class, second class and pass class also.

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, college review the admission process every year and ensure such all application should be given entry and with the student Profile College gets the feedback.

- College has the Admission Committee.
- College has the Counseling cell and Placement cell for help.
- College has Seven Various Committees (Saptadhara by KCG, Govt. of Gujarat)

- **Measurement:**

- Overall growth of Student.
- Activeness for Society.
- Economic Soundness, etc.

- **Outcomes:**

With the analysis of these criteria institute takes such actions for student's growth. Detailed outcomes are below.

- More participation in cultural activities and programmes.
- Students being more aware about Social Responsibilities.
- By environmental activities students and staff being more responsible and acting towards the safety of environment.
- By various committees student feeling familiar environment of the institution.

- By problem solving committees the drop-out ratio of students decreases.
- By single window system students gets superior motivation.
- By counseling of students their academics result also improved.
- By various cultural activities and participation of students into leadership development.
- By effective lectures other than study, student's entrepreneur skills developed.

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 able
- ❖ Economically weaker sections
- ❖ Minority community
- ❖ Any other

The admission policies of the institution never discriminate students on the ground of gender, religion, cast or such as differently able or etc. Our institution strictly follows all the rules made by government. The institution frequently reviews all the strategies and ensures such all the students get equal chances of development.

❖ **SC/ST**

For SC/ST students Government provide the scholarship and reservation ratio

❖ **OBC**

The students belongs the cast of OBC the government prescribed the scholarship and other facilities.

❖ **Women**

➤ In our institution women development cell is available and other activities are also provides accordingly. In this cell, various activities are held and it is taught how to become more competitive in this era.

➤ **For women our institution charges only half fees.**

➤ Our institute also runs NCC for women.

❖ **Differently Abled**

- For the students who are differently abled the institution has the ramp and during the examination they are given ground floor classes.
- The syllabus and time- table of academic and other materials are provided very easily and on convenience basis.
- Reservation rule are taken into consideration.

❖ **Economically weaker section**

- The students who belong to EBC class are given concession and free education as per situation and Govt. Norms.
- Many of the time our staff members pay the fees of such students, and provide required materials.

❖ **Minority Community**

- The government provides sufficient assistant to such type of students.

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. reason for increase/decrease and actions initiated for improvement.

Programmes		Year	Number of applications	Number of students admitted	Demand Ratio
UG	B.A.	2009-10	1246	1246	100%
		2010-11	1152	1152	100%
		2011-12-	785	785	100%
		2012-13	555	555	100%
		2013-14	551	551	100%
		2014-15	637	637	100%
		2015-16	524	524	100%
	B.com	2009-10	267	267	100%
		2010-11	334	334	100%
		2011-12-	386	386	100%
		2012-13	448	448	100%
		2013-14	450	450	100%
		2014-15	442	442	100%
		2015-16	353	353	100%

	BBA	2013-14	28	28	100%
		2014-15	60	60	100%
		2015-16	96	96	100%
	BCA	2012-13	20	20	100%
		2013-14	72	72	100%
		2014-15	113	113	100%
		2015-16	112	112	100%
PG	MA (GUJ)	2009-10	121	121	100%
		2010-11	131	131	100%
		2011-12	140	140	100%
		2012-13	113	113	100%
		2013-14	104	104	100%
		2014-15	108	108	100%
		2015-16	107	107	100%
	MA (HIN)	2012-13	45	45	100%
		2013-14	82	82	100%
		2014-15	64	64	100%
		2015-16	34	34	100%

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 is very sensitive for the needs of differently-abled students, for the catering of such students the institution does as much as possible
- At the time of examination the institution arranges ground-floor class for this type of students.
- The institution also provides a special ramp at the main gate.
- All the information and materials for the exam possibly delivered at their place.
- The institution also motivates these students by various programmes and makes them aware for government support.

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

Yes, the institution assesses the needs of the students. The institution always plans the things such students might be require in near future by help of committee members and their research team. The institution also compares the standards of quality of other the institution and takes the action as per requirement arises and takes the feedback from students for whatever the institution can do for the betterment of studies. The various activities conducted by the institution are as below:

- The student counseling committee gives them directions about their particular interest area and makes them aware about current scenario
- For students motivation the institution conducts Alumni meet every year and pass-out students shares their view and experiences about their chosen field and also solves the various queries of students with the committee members.

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

- The institution arranges the various written tests (i.e. SUCEAT Examination organized by Saurashtra University etc.)
- The institution runs the BISAG programmes as per Govt. of Gujarat.
- SDP programme also conducted by Saurashtra University.
- The institution also arranges the Group-Discussion, presentation, seminars, or guest lecturers for knowledge of students.
- To bridge the knowledge gap and make the students aware about current scenario the institution provides practical knowledge. So, the institution held various Industrial visits during the year.
- The institution arranges special classes for weak students and gives them extra support.
- The faculties also suggest the simplest and best book for reference and extra practice.

- The counseling team helps more for depressed students and suggests the path for their career for students in their particular field.

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

The institution itself is very sensitive and sensitizes its staff and students by various activities, such as:

- The institution celebrates ‘Women’s day on 8th march every year and environment day in such events the students are also encouraged to give their speech on these issues.
- The NSS department spread environmental awareness and to make students and staff more environmental friendly. The NSS department plant many trees in surroundings.
- The institution is against the gender discrimination and for stopping the discrimination, the institution moves for march many times and gives the lesson to society.
- For strengthen the women, the institution has ‘Women Development Cell’ and also actively runs with NCC department.
- The institution also invites the guest on these days for give their motivational speech.

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

The institution and its committees identify the needs of extra ordinary students who are talented compared to other students by classroom interaction and actively participating in various activities of the institution. So for such students the institution puts the possible efforts to make them more explosive and dynamic by various activities as below:

- Saurashtra University organized programme by SDP (Student Development Programme)
- The institution held Special Guest lecture to motivate the students.
- All possible actions are enabled to give these students more dynamic personality.

- Special books are purchased by the institution to broaden the student's knowledge.
- The students are allowed to put their demand on the front of the institution whenever necessary.
- The students are informed and provided materials of competitive exams like various Gujarat Government Exams and 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 section etc. who may discontinue their studies if some sort of support is not provided)?

The institution collects data from the student profile, class test, observation, and academic performance. After collecting the data committees analyzes and reviews the data and gets the result of performance. The data helps the institution to make such strategies for disadvantaged sections of the society, physically challenged, slow learners, and the students from economically weaker section, etc. and the institution works also for decreasing drop out ratio by takes following actions:

- The institution has abled fee concession or many times charging without fees for such economically weaker or disadvantaged sections of society.
- The institution avails all the academic materials without charging anything.
- There are many types of assistant available by Gujarat Government in terms of financial support.
- Many times the institution and staff members provide everything for those students who are from financially depressed or disadvantaged sections of the society.
- For slow learners the institution has enabled extra coaching classes and is more concentrated towards betterment and development of such student and also provides easy reference books and other resources.
- The counseling team puts extra efforts towards these students who feels lost and depresses and counseling team makes them sure to be supported by the institution with financial and non-financial motivation accordingly.

2.3 Teaching- Learning Process

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

The institution calls the meeting with all Heads of the Departments different streams and Heads of the Departments present the blueprint of how their department will teach and evaluate. Our institution is affiliated with the Saurashtra University so academic calendar, syllabus and other information are provided by university and the institution follow such schedule. The Head of the institution is very strict about standard and actuality of planning so, for such he frequently evaluates the plans and if necessary guides and provides direction.

After takes the exam the student's performance is evaluated and the major factors of their strength and weakness are also discussed for further improvement.

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

IQAC helps to improve the quality of teaching and learning by:

- IQAC helps in collecting various data by analyzing them and after such shows the result.
- Improvement in Documentation and recording of various data.
- IQAC helps the institution for strengthening the scope and enhancing the infrastructural facilities.
- IQAC puts major focus on mechanism and system and how it is run and on what the institution should put more focus for the mechanism and the betterment of the system.
- By the IQAC the institution can take effective actions towards its betterment.
- With the IQAC the institution knows about current requirements of the society for education.
- IQAC helps for quality enhancement of the management of our institution.

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?

Our institution puts its major focus on students' development and so for such the institution does all the possible activities for students. The institution believes such students can learn more from practical rather than only bookish knowledge. The institution makes learning more students centric by:

- Students are allowed to give their value-added suggestions.
- The various committee members put their extra efforts for development of the students.
- Open ended discussion is held in classroom and students are motivated to participate in such discussion and put for the view on any point.
- The students are motivated for developing their skills by participating in various activities like Group Discussion, Presentation on current affairs, Industrial study etc. and improve their quality by comparison with Theory and Practical knowledge.
- The various committees are available to suggest the institution to make the students the central point and put possible actions for student development.
- The institution also arranges all the possible facilities as per the current scenario of education for students and looks forward for the future needs.

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

The institution always thinks about making more educated society and what should be the effective steps for students to make them life-long learners. So for that, the institution does lots of activities and programmes to motivate students for takes lesson from those activities and programmes for their future events.

- The institution Holds various programmes and activities and all the duties and responsibilities are allotted to the students for different tasks under the staff observation.
- The institution arranges various competitions like sport, art and craft, waste out best, quiz, etc. for students to learn how to survive in current scenario.
- The institution arranges guest lecturers for improving student's knowledge.

- The institution also organizes Group Discussion, Seminar, Presentations, where students have to contribute their efforts and find out his/her strength and weakness.
- The students can take benefits of the institution's resourceful library to subscribe extra books, magazines, journals, etc. for their learning.
- The institution celebrates many days and students have to participate in speech to give their own concept about such particular concept.
- The students are motivated to give their own developed concept including poem in the institutions books "UNNATI" for publishing.
- The institution arranges different programmes like woman day, environment day, yoga day, Sanskrit day, shahid day, sport days etc.
- The students are puts good thought on the front of all students and staff members during Prayer.
- State level program initiated by the State Government named "SAPTDHARA" was also arranged in the institution. Student of the college were encouraged to take active part not only in the competitions but managing the event also. This helped in developing the event management skill in students.

2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? E.g.: 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.

The institution provides various facilities with technology to faculty members. The various facilities are given below:

- The institution provides vary large spaced room with fully air and light along with peaceful surroundings.
- The faculties use projectors for teaching through advance technological education.
- The faculty members uses e-journals
- The faculties can access the separate room in library with computer system.
- BISAG-Lecture series.

(Telecast by Higher Education Department, Government of Gujarat)

- Use of projector with power point slide.
- Codeless microphone is available it used by faculty when required.
- E- Learning

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 institution is sensitizes for faculty and students to expose advanced level of knowledge and skills by takes very effective actions:

- The students have been sent for various activities like SDP organized by Saurashtra University.
- The institution arranges many guest lecturers for extra knowledge and takes the advantage of experienced person.
- The faculties also attended FDP and various National and international level seminars and workshops.
- The students go for industrial visits to take practical knowledge.
- The institution celebrates many programmes like Gujarati day; Sanskrit day, Hindi Days and calling experts for give their knowledge.
- The student also makes the report on Industrial Study about various topics.

2.3.7 Details (Process and the number of students\benefited) on the academic, personal and psycho-social support and guidance service (professional counseling/mentoring/academic advice) provided to students?

The institution provides academic, personal and psycho-social support and guidance service to all students who really need the support for their better education. The details given below:

❖ Academic Support:

- Counselling team helps to choose the right stream.
- The students who are slow learners for those students' remedial classes are arranged.
- The institution provides all relevant things for better education of students.
- The faculties also give directions to students for their career.

❖ Personal Support:

- For personal support the institution has problem solving committee, the committee looks into personal problems of students and gives them particular direction for their betterment.
- The institution also provides financial support to such students who are financially weaker.
- University and government of Gujarat provide insurance to the students.
- The institution also runs with Anti Raging committee and women development cell.
- The counselling team provide the motivation and ensure freely environment for such students who are depressed.
- The staffs also provide support building the network for additional education by their personal reference.

2.3.8 Provides 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 the student learning?

The faculty adopts various techniques for effective teaching such are followed for last four years.

- The institution sends the faculties for various seminars to learn the effective methods for classroom communication and what should teachers have to do for their student knowledge.
- Some faculties use audio-visual methods for delivering effective lectures.
- The faculties many times use practical approach towards the better understanding of students.
- The faculties use story base education and many times give live relevant examples during classroom intersection.
- The institution provides E-Classroom where students directly get the expert lecture from the TV medium.
- The faculty changes the mind set of student from study base to knowledge base education.
- Introduction of smart boards for best practice on student learning.

- The faculties also give such point to students and students have to prepare the PPT presentation.

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

The institution has resourceful library with current needs of students. The institutional library is set at very peaceful and cool surroundings. The institution purchases many books with subject related or knowledge related regularly. In the library many journals, newspapers, magazines, CDs, etc. are purchased on regular and need basis. The library also has books related to competitive exams. The staff and student put their suggestion for purchases particular reference books and latest upgrading materials such help staff and students for upgrading their knowledge.

The institution has Book bank for provides support in terms of books to the students and book bank is managed by the library committee. And also old question paper of university exam made accessible.

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.

No, not such types of challenges are faced by the institution, because periodic review system ensures such all the stream can conclude their syllabus within the planned time frame. But many time the institution face challenges for development of under developed students who are coming from rural culture, having specific mind set, personality and behaviour. However, committees encourage more to take participate in various co-curricular activities.

The institution many time also find problems from slow learners. So for such, faculties arrange extra classes in holiday’s times.

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

The institution has a mechanism to monitor and evaluate the quality of teaching and learning by following ways:

➤ Teaching-Quality:

- I. Quality of teaching is ensured by Student performance in exams and understanding level. The performance is evaluated and if needed than corrective actions are discussed with students and faculties.

- II. The performance of students is examined through the various class test, classroom intersections, question answer session, debates, presentations, etc.
- III. To monitor and evaluate the teaching learning the institution is going to filling the feedback form by the student and take the corrective actions if need arise.
- IV. Teaching aids like multimedia, Power point presentations are used to make subject simple and interesting.
- V. Principal takes regular rounds during class-room teaching and also observe class room environment by CCTV surveillance.
- VI. After introduction of CBCS result of internal examinations are also evaluated by principal and necessary instructions as and when required are given to faculty to improve the teaching qualities.

2.4 Teacher Quality

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

The faculties are employed by UGC and university rules and regulations. The institution takes other faculties as visiting and on the contract basis and provides salary as per the UGC guidelines.

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent Teachers							
D.Sc. /D.Litt.	00	00	00	00	00	00	00
Ph.D.	00	00	08	02	02	01	13
M. Phil	00	00	03	00	02	01	06
PG	00	00	10	02	06	03	21
Temporary Teachers							
Ph.D.	00	00	00	00	00	00	00
M.Phil.	00	00	00	00	00	01	01

PG	00	00	00	00	01	02	03
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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 institute on in this direction and the outcome during the last three years.

The institution provides efficient and competent faculties to students by appointing various skilled and knowledgeable faculties in forms of visiting and assistant faculties as per the UGC guidelines. The institution also encourages the faculties to participate in various programmes and events like National Conferences, International Conferences, Seminars, Workshops, etc. to enhance the faculties' knowledge with the current era.

Sr. No.	Name of Training Programmes	Organizer	Date	No. of Participants
1	Capacity Building Programme & Workshop	K. C. G. Gandhinagar	23/24/25-06/2014	08
2	Short Term Course	U.G.C. Delhi	26/10/2015 to 01/11/2015	03
3	IQAC Training Programme	U.G.C. Delhi	17/09/2015	01

2.4.3 Provides 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 programmes

Academic Staff Development Programmes	2012-13	2013-14	2014-15	2015-16
Refresher courses	-	-	-	-
HRD programmes	-	-	-	-
Orientation programmes	-	-	-	-
Staff training conducted by the university	-	-	03	-
Staff training conducted by other the institutions	-	-	-	-
Summer/winter schools, workshops, etc.	-	-	04	01

b) Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning

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

The institution provides all the relevant information and materials to the newly appointed faculties and makes them aware about mechanisms of academic calendar and Head of the Departments of the different department held the informal orientation regarding how to use the audio-visual aids and multimedia etc.

c) Percentage of faculty

Particulars	2012-13	2013-14	2014-15	2015-16
Invited as resource persons in Workshops/Seminars/ Conferences organized by external professional agencies	-	01	-	-
participated in external Workshops / Seminars / Conferences recognized by national/ international professional bodies	09	10	18	07
Presented papers in Workshops/Seminars/Conferences conducted or recognized by professional agencies	24	25	20	32

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

- The institution provides all the possible facilities towards the faculties' development. The Research and Development cell encourage the faculties for their academic advancement and also provides the directions to apply for UGC fellowships and Minor-Major Reports.
- The institution also ready to give financial motivation to the visiting and assistant faculties for the research work.
- The institution encourages the faculties for the participation in various National, International Seminars/conferences/workshops etc.
- The institution also recognizes the faculties' efforts by give them awards for their academic achievement in Annual function. By this way the institution encourages others to participate and take recognition.
- The college encourages and supports the faculty members to get their articles published in reputed journals. Some of their articles are published in the national and international journals.
- The institution also provides the Study Leave to the faculties.

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.

No faculty has received awards / recognition at the State, National and International level for excellence in teaching in the last four years.

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?

Yes, institution has the evaluation process for faculties.

- The institution receives the Feed-back form annually.
- The students also put their view, complaints and suggestions in suggestion box. The content of box is analyzed weekly and actions are taken if needed.
- The Head of the institution enables open window system where anyone can come and meets directly to the sir and solved problem directly without any restrictions.
- The institution calls meeting at every term and discusses the issues in previously happened and makes the Performa for current term to better situations for academic environment.
- The senior Faculties express their experience and teach to the new comers.

Evaluation of the Faculties by External Peers.

- The Faculties also evaluated by external peers whenever the institution held expert lectures, Seminars, etc. and other programmes such point of time expert also guides and give their suggestions to the faculties.

2.5 Evaluation Process and Reforms

2.5.1 How does the institution ensures such the stakeholders of the institution especially students and faculties area ware of the evaluation processes?

The evaluation processes are communicated with the students before commencing the courses at the time of well come gathering. The guidance includes highlights of the marks weight age, examination pattern, internal and external marks, weight age for seminar, multiple choice Questions and assignment. A syllabus copy is notified

for the students which carries all the information. Faculty briefs the students on the Question paper pattern during lectures. The Vice Chancellor of Saurashtra University and core team members of IQAC Saurashtra University, Rajkot visited the college and informed the faculty about the Choice Based Credit System. The students are well aware about the evaluation of their exam and structure of evaluation is been communicated.

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

Evaluation Reforms initiated by University:

- Multiple Choice Question and semester system applied in the year of 2010.
- Online submission of internal assessment.

Evaluation Reforms initiated by the institution:

- Special test conducted for the advance and slow learners.
- For uniformity in marking of student by new faculties, seniors are randomly checks the assessment sheet and ensures that no mistakes are lest unchecked.
- After the test, students are allowed to see their paper and ensure such sufficient and truly marking puts by the faculties if any query arises than senior faculties support to the 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?

Choice Based Credit System as introduce according to the guidelines of the Saurashtra University, its proper implementation is ensured by adhering strictly the procedure laid down. Internal examinations and evaluation of assignment is properly monitored. Whatever the difficulties faced by the students are immediately taken care of. The feedback received during the interaction and discussion with the students is incorporated during further interaction and discussion to implement Choice Based Credit System in its right perspective. Through Academic Council and IQAC the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own.

2.5.4 Provide details on the formative and summative assessment approaches

adapted to measure student achievement. Cite a few examples which have positively impacted the system.

Formative Assessment:

The institution follows the semester system as it is affiliated to Saurashtra University. The institution also follows all the rules and evaluation process as per the guidelines of the university. The internal assessment is based on the students' performance in assignment and Multiple Choice Questions Test.

The evaluation methods are communicated well in advance to the students. The academic calendar and schedule with all relevant information are displayed on the notice board as well as also communicated in the classroom.

Summative Assessment:

Summative assessment takes place at the end of the academic session which is conducted by the university.

Major Student Achievement:

• **Academic Achievement:**

Sr. No.	Name of the student	Class	Subject	Year	Awards/Gold medalist
1	Sonpal Jignasha M.	T.Y.B.A.	Gujarati	2000	Gold Medalist
2	Jebaliya Alkaben N.	M.A.	Gujarati	2002	Gold Medalist
3	Atara jatin V.	M.A.	Gujarati	2003	Gold Medalist
4	Trivedi Arunaben G.	M.A.	Gujarati	2006	Gold Medalist
5	Trivedi Pratibhaben G.	T.Y.B.A.	Gujarati	2012	Gold Medalist
6	Sojitra Vaishaliben V.	M.A.	Gujarati	2015	Gold Medalist

• **Co-curricular and Extra-curricular Activities Achievements**

Sr. No.	Year	Events	No. of Players Participated at Uni. Level	Rank
1.	2009-10	I. Cross Country	04	Inter University Select
		II. Athletics	06	One Select

		III. Youth Festival	18	Five Select(South Zone) Two Select(Inter Zone)
2.	2010-11	I. Cross Country	03	One Select
		II. Kho-Kho(Boys)	12	One Select
		III. Athletics	05	One Select
		IV. Kabaddi(Boys)	12	One Select
		V. Youth Festival	28	Five Select(South Zone) Two Select(Inter Zone)
3.	2011-12	I. Cross Country	03	One Select
		II. Youth Festival	13	Nine Select(South Zone) Three Select(Inter Zone)
4.	2012-13	I. Kabaddi (Girls)	12	One Select
		II. Volleyball(Girls)	12	One Select
		III. Youth Festival	15	Three Select (Uni.)
5.	2013-14	I. Volleyball(Girls)	12	One Select
		II. Volleyball(Boys)	12	Two Select
		III. Youth Festival	11	Three Select
6.	2014-15	I. Volleyball (Girls)	12	One Select
		II. Volleyball(Boys)	12	Two Select
		III. Youth Festival	08	One Select
		IV. Athletics	02	One Select
7.	2015-16	I. Volleyball (Boys)	12	Two Select
		II. Tennis Volleyball	09	Three Select (National Level)
		III. Tennis Football	09	Three Select (National Level)

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.

Programme / Year	B.com. (%)	B.A. (%)	B.B.A. (%)	B.C.A. (%)	M.A. (Guj.) (%)	M.A. (Hin.) (%)
2012-13	100	100	-	-	84.21	-
2013-14	98.43	99.22	-	-	83.67	-
2014-15	96.99	95.86	-	100	96.52	94.12
2015-16	93.66	87.0	95.00	88.37	99.10	93.75

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.

The institution always keeps transparency in the internal assessment and looks forward for that no one students should be treated partially and unfairness. The institution takes the assessment report by the respective faculties and puts on the notice board for the students' awareness about their performance in particular subject. The assessment is based on the Multiple Choice Question Test and Assignment.

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.

Yes, the institution and individual faculties use the assessment/evaluation as indicators for evaluating student performance, achievement of learning objectives and planning by following measures:

- The students' activeness in classroom session.
- The students' participation in cultural events.
- The students' behavior with faculties and their colleagues.
- Student's communication skill.
- Student's involvement in various programmes like NSS, NCC, and other curricular and extra-curricular activities.
- Student's performance in exams.

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

The redressal of grievances with the reference to evaluation at both college and university the institution provide the facilities to the students as follows:

Internal Evaluation Redressal of Grievances:

- The students are free to communicate with the concerned faculties at any time.
- The concerned faculties also takes help of senior faculties for assessment and ensures whether the assessment is done fairly or not.

University Evaluation Redressal of Grievances:

- In University evaluation if a student finds some problems then student can Re-assess or Re-check their papers within 10 days of periods.

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 clearly stated learning outcomes in vision and mission statement. The student and staff are made aware of these during meetings, website and banners on front area of college hall.

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

The institution is structured to facilitate the achievement of intended learning outcomes by teaching, learning and assessment through:

- Making the library more resourceful and well-equipped.
- Continuous improvement in classroom by provides audio-visual equipment.
- Improvements in structure of study more practicality rather than bookish knowledge.
- Making students more aware about the current era and helping them to compare themselves with others.

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 does a lot of things as much as possible for the students' development and enhancement of their knowledge. The list of the activities for students overall development is follows:

- Provides the quality jobs to the students the institution runs with the Career Counselling cell and undergone the various activities like, improvement knowledge by implementing practicality, test, seminars, group discussion, presentations, company visits, etc.
- The students also join UDISHA club
- The students also sign up in various online job providers, consultancies and make their profiles for job.
- The students are provided the expert lectures for entrepreneurship development.

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

The institution has structure for collection and analysis of data on student performance and learning outcomes by checking students' profile annually and looks for the students' activeness for study and other activities like social awareness, cultural participation, behavioural aspects, performance in exam, etc. For overcoming of the learning barriers following activities are held:

- To address the grievances
- Provide extra classes for slow learners

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

The institution has a mechanism to monitor the student's learning outcomes by:

- Extra and remedial classes
- Finding the slow and advanced learners and provide possible things for their betterment.
- Organising seminars, guest lectures, debates.
- Classroom test

- Feedback from past students.
- Assigning practical projects.

2.6.6 What are the graduates attributes specified by the college/affiliating university? How does the college ensure the attainment of these by the students?

Assessment/evaluation becomes the barometer for students' performance. Teachers provide them regular feedback for their growth and development. Teachers guide students to improve in the areas where they have performed below their capability. The decision about effectiveness might be from several different angles. The ways of teaching students may be different but the ultimate objective of each and every teacher is students' overall development. Many teachers, as a part of their teaching style, take written or oral tests after completion of each unit. The results of the students after each test helps the teacher to amend his/her teaching methods and tools to suite students' need and understanding level. This practice is followed by almost all the teachers who take practical subjects.

Leadership expertise

The leadership expertise is inculcated by making students the members of the discipline committee and motivating them to join NCC and NSS.

CRITERION III:
RESEARCH, CONSULTANCY AND
EXTENSION

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

3.1. Promotion of Research

3.1.1. Does the institution have recognized research center/so if the affiliating University or any other agency/organization?

No, the institute does not have recognized research Center. Saurashtra University doesn't have any system of giving permission to establish research Center in colleges affiliated to SU. But we have Saurashtra University recognized guide named as below:

No.	Guide Name	Number of Student	Remarks
1	Dr. S.D. Mori	07	
2	Dr. K.M. Trivedi	05	
3	Dr. R.C. Fichadiya	06	
4	Dr. H.L. Vala	04	
5	Dr. B.J. Patel	03	
6	Dr. H.V. Chaudhari	02	
7	Dr. J.R. Jadav	03	
8	Dr. B.M. Dodiya	06	

There are 36 students doing Ph.D. level research work under their supervision.

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, the institute has a Research Committee to facilitate and monitor and address the issues of research. Its composition is given below:

No.	Name	Designation	Commit. Designation
1	Dr. S.D. Mori	Principal	Chairperson
2	Dr. K.M. Trivedi	Asso. Prof.	Member
3	Dr. R. C. Fichadiya	Asso. Prof.	Member
4	Dr. B.B. Gohil	Asso. Prof.	Member
5	Dr. H.L. Vala	Asst. Prof	Member

6	Dr. B.J. Patel	Asst. Prof	Member
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This committee facilitates faculty members to attend state / national / international seminars / workshops/conferences. It also monitors college level research projects undertaken by teachers. The committee gives yearly report to the IQAC about the research activities done by faculty members and students.

The Committee constantly inspires faculty members for undertaking research work. A few recommendations made by the committee are:

- Establishment of college level research center
- Encouraging faculty members to participate in seminars/conferences and workshops/training programmes pertaining to research activities.
- Motivating the faculty for publication of research articles in journals and books.
- Impact of recommendations:
- Four Minor Research Projects is completed and five have applied for Minor.
- Almost all the faculty members have participated in seminars, Conferences and paper presentations, short term course, KCG workshop etc.

3.1.3. What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/projects?

- **Timely availability or release of resources**
As per the researcher's requirements, the institute releases funds.
- **Adequate infrastructure and human resources**
Adequate infrastructure and human resources are provided to them.
- **Time-off, reduced teaching load, special leave etc. to teachers**
There is no time off, reduced teaching load but special leave are given to teachers for research purpose.
- **Supports in terms of technology and information needs**
Full support is given in terms of technology and information by the research scholars.

- **Facilitates timely auditing and submission of utilization certificate to the funding authorities.**

All the researchers are guided about the time line regarding submission of utilization and other reports to the funding agency.

3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students? To develop scientific temper and research culture among students, each faculties organizing seminars, workshops, education tours, industrial visits, banking visits etc. to boost up students' knowledge in the field of research.

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.

Almost all the faculty members have completed their Ph.D. Some of them have also completed their M.Phil. twelve faculty members are having Ph.D. level research guide, four have completed their Minor research project. All the details are given below:

- **Completed Ph.D.-Individual level**

No.	Name of the Researcher	Subject	Date of Registration, Completion	Title of Work	Name of University
1	Dr. S.D. Mori	Gujarati	20/01/2004 23/02/2006	MAFAT OZA : CREATOR AND CREATION	Saurashtra University, Rajkot
2	Dr. K. M. Trivedi	Hindi	23/08/2003 25/09/2006	A COMPARATIVE STUDY OF THE HUMOROUS & SATIRICAL ESSAY OF HARISHANKAR PARSAI & VINOD BHATT	Saurashtra University, Rajkot
3	Dr. R. C. Fichadiya	Sanskrit	01/12/2004 08/04/2010	A CRITICAL STUDY OF KARYA-KARANMULAK ALANKARAS IN SANSKRIT POETICS	Saurashtra University, Rajkot
4	Dr. M. S. Fadadu	Economics	28/02/2008 11/07/2011	AGRICULTURE AND RURAL DEVELOPMENT THROUGH DISTRICT CENTRAL CO-OPERATIVE BANK STUDY IN THE CONTEST OF SAURASHTRA REGION	Saurashtra University, Rajkot
5	Dr. B. B. Gohil	Sociology	28/10/2005 09/11/2011	ROLE OF CO-OPERATIVE SOCIETIES IN RURAL DEVELOPMENT OF SAURASHTRA	Saurashtra University, Rajkot

6	Dr. H. L. Vala	Gujarati	05/09/2006 25/07/2012	GUJARATI HASYA RASIK NAVALKATHAO: EK SAMIKHSHATMAK ADHYAYAN	S.P. University V. V. Nagar
7	Dr. B. J. Patel	Hindi	20/05/2005 18/02/2009	NOVELS OF AMRITLAL NAGAR : A CRITICAL STUDY	Saurashtra University, Rajkot
12	Dr. D. M. Rathod	Hindi	31/07/2008 28/02/2011	THE NOVELIC WORLD OF SHRILAL SHUKLA : A CRITICAL STUDY	Saurashtra University, Rajkot
13	Dr. N. C. Patel	Sanskrit	01/01/2013 27/01/2016	A STUDY OF YOGVASISHTHA RAMAYANA IN THE CONTEXT OF EPISTEMOLOGY, METAPHYSICS AND AXIOLOGY	Saurashtra University, Rajkot
8	Dr. H. V. Chaudhari	Gujarati	31-07-2008 21-09-2012	FICTION OF KESHUBHAI DESAI: A CRITICAL STUDY	Saurashtra University, Rajkot
9	Dr. J. R. Jadav	Hindi	02-12-1997 02-12-1999	JAINENDRA KE KATHA SAHITYA KA MANOVAIGYANIK ADHYAYAN	Gujarat Vidhyapeet h
10	Dr. B. M. Dodiya	Commerce	26/02/2004 26/01/2007	A COMPARATIVE ANALYSIS OF COST EFFECTIVENESS ON PRODUCTIVITY WITH SPECIAL REFERENCE TO BIG UNIVERSITY OF GUJARAT STATE	Saurashtra University, Rajkot
11	Dr. T. B. Manavar	English	30/12/2002 27/03/2010	THE FEMINIST APPROACH AND THE FICTIONAL WORLD OF NAYANTARA SEHGAL: A CRITICAL STUDY	SU Rajkot

• **Completed Minor-Research Projects**

No.	Name	Title	Subject	Date of Implementation
1	Dr. S.D. Mori	ONE THEME : MANY CREATOR	Gujarati	16/09/2009 To 15/09/2011
2	Dr. H.L. Vala	GUJARATI HASYA RASIK NAVALKATHAO: EK SAMIKHSHATMAK ADHYAYAN	Gujarati	31/08/2012 To 30/08/2014
3	Dr. M.S. Fadadu	IMPACT OF CENTRAL CO-OPERATIVE BANK CREDIT ACTIVITY ON RURAL DEVELOPMENT : A STUDY IN THE CONTEXT OF SAURASHTRA REGION	Economics	22/09/2010 To 16/01/2013
4	Dr. B.M. Dodiya	AN EVALUATION OF CORPORATE GOVERNANCE ISSUES IN SELECTED CORPORATE HOUSES	Commerce	29/08/2009 To 28/08/2011

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.

- i. “Teaching Plan” training programme was arranged on 30th June, 2012.
- ii. A workshop was organized on “Student development Programme” on 25th July, 2012.
- iii. A workshop was organized on “Personality Development” on 3rd September, 2014.
- iv. A lecture on “How to Prepare a Research Paper?” was arranged on 7th September, 2014
- v. A Training Programmed was organized for teaching faculty on “Presentation of PPT mode lectures” from 16th June to 17th June, 2015.
- vi. A workshop was organized for student development on “Computer Training” on 18th June, 2016.

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

No	Name	Research Areas	Expertise
1	Dr. S.D. Mori	Gujarati	Gujarati Literature
2	Prof. B.G. Dhanani	Accountancy	Commerce
3	Dr. K.M. Trivedi	Hindi	Hindi Literature
4	Dr. R.C. Fichadiya	Sanskrit	Sanskrit Literature
5	Dr. B.B. Gohil	Sociology	Sociology
6	Dr. M.S. Fadadu (F)	Economics	Commerce
7	Dr. H.L. Vala	Gujarati	Gujarati Literature
8	Dr. B.J. Patel	Hindi	Hindi Literature
9	Dr. H. V. Chaudhari	Gujarati	Gujarati Literature
10	Dr. N.C. Patel (F)	Sanskrit	Sanskrit Literature

11	Prof. B.K. Parmar	P.T.I	Physical Training
12	Dr. D. M. Rathod	Hindi	Hindi Literature
13	Dr. J. R. Jadav	Hindi	Hindi Literature
14	Dr. B. M. Dodiya	Commerce/ Accountancy	Commerce
15	Dr. T. B. Manavar	English	English Literature
16	Asst. Prof. V. H. Sojitra	Management	Management
17	Asst. Prof. F. A. Thathiya (F)	Computer	Computer
18	Asst. Prof. V. K. Bhaliya	Computer	Computer
19	Asst. Prof. P. V. Thummar	Computer	Computer
20	Asst. Prof. K.M. Fangadiya (F)	English	English Literature
21	Asst. Prof. P. R. Vyas	Management	Management
22	Asst. Prof. P. M. Radadiya (F)	Management	Management
23	Asst. Prof. Nikunj Patoliya	Commerce/ Management	Management
24	Asst. Prof. Rinkal Kotadiya (F)	Management	Management

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

Institution has a college level research Centre. The research guides are given the infrastructural facilities along with computers, library and internet facilities. These facilities may attract the researchers to the institution. Dr. J. M. Chandravadiya , Dr. T.R. Rohadiya , Dr. N.K. Dobariya , Dr. Nayana Antala , Dr. H.M. Chovatiya , Dr. N.L. Dave, Dr. Ketan Kanpariya , Dr. G.V.Valiyat , Dr. M.K. Joshi , Dr. K. C. Desai, a well-known researcher has visited the institute to guide the faculty and the students.

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?

Not a single faculty member has applied for sabbatical leave till date.

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 permits the researchers to sit in the research Centre even after and before college hours. Moreover, college teachers are given trainings regarding how to deal with the project.

- An NSS/NCC unit encourages students to make survey related to the community work.
- Institution has many faculties who have Ph. D guide ship and the faculties also goes for course work and where they take lectures about course work.

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.

Research activity is going on at the personal level by the faculty and students in the college.

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

The Institution does not have provision for the seed money to the faculty for research.

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

There is no such kind of financial provision available in the institute to support students for undertaking research work, but institution provides many other non-financial facilities for support students in research projects such as Internet Facilities, Books, reprographic facilities, Journals, Reading room facilities etc.

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.

There is no interdisciplinary research taken up by any faculty member of the institute.

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

Library facilities and its conducive environment encourage/ motivate the staff and students to take a forward step to pursue research in their relevant field/interests. The Institution has a rich library which includes latest reference books of all relevant subjects and disciplines and the institution is always keen to purchase new edition of books every year. Our Institution also ensures that the deserving students should be facilitated to use the equipment, books, Journal, etc. facility during the college timing. Institution also provides computer and Internet facilities.

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.

Yes. The institute received research grants from UGC, four faculty members has taken the benefits. Two projects are sanctioned recently. The details are given below.

No.	Name	Bene. Agency	Implementation Date	Subject	Grant Sectioned	Grant Received
1	Dr. S. D Mori	UGC	16/09/2009	Gujarati	40000	37500
2	Dr. M. S. Fadadu	UGC	22/09/2010	Economics	80000	65000
3	Dr. H. L. Vala	UGC	31/08/2012	Gujarati	100000	65000
4	Dr. B. M. Dodiya	UGC	29/08/2009	Commerce	60000	60000

3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organizations. Provide details of ongoing and completed projects and grants received during the last four years.

Minor projects (Completed)						
Name	Duration Year From / To	Title of the Project	Name of the Funding Agency	Total Grant		Total grant received till date
				Sanctioned	Received	
Dr. S. D. Mori	16/09/2009 to 15/09/2011	ONE THEME MANY CREATOR	UGC (WRO)	40000	37500	37500
Dr. M. S. Fadadu	22/09/2010 to 16/01/2013	IMPACT OF CENTRAL CO-OPERATIVE BANK CREDIT ACTIVITY ON RURAL DEVELOPMENT : A STUDY IN THE CONTEXT OF SAURASHTRA REGION	UGC (WRO)	85000	85000	85000
Dr. H. L. Vala	31/08/2012 to 30/08/2014	GUJARATI HASYA RASIK NAVAL KATHAO: EK SAMIKHSHATMAK ADHYAYAN	UGC (WRO)	100000	65000	65000
Dr. B.M. Dodiya	22/09/2009 to 21/08/2011	AN EVALUATION OF CORPORATE GOVERNANCE ISSUES IN SELECTED CORPORATE HOUSES	UGC (WRO)	60000	60000	60000

3.3 Research Facilities

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

Major research facilities are developed and available in the campus in order to the reach out to the students and the researchers are:

- Internet
- Well stocked library

- Printer
- Furniture
- Computer

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?

Institutional strategies for planning, upgrading and creating infrastructural facilities are:

- Computer network with internet service.
- Up gradation of books in the central library.

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?

Year	Name of the Faculty	Equipment's	Books	Remarks
2009-10	Dr. S. D. Mori	0	15000	
2009-10	Dr. B. M. Dodiya	0	20000	
2012-13	Dr. H. L. Vala	0	30000	
2011-12	Dr. M. S. Fadadu	0	35000	

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

Faculties' visits to the university are facilitated with its prior permission where they can use the facilities provided by the university. Institution grants leave, registration fees, and TA-DA to attend and present research paper in seminar/conference/workshop etc.

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

The institute has established National Resource Centre with the financial help from UGC during XI Five Year Plan. This centre has one internet connection of 10 MBPS. It is provided by Government of Gujarat under NME-ICT projects. The members of teaching staff are using this Broadband internet connectivity for research, strengthening their teaching materials and accessing other important

academic beneficiary things by uses these one internet connections of 10 MBPS in the NRC Centre. Students also use internet for finding job opportunities, accessing emails, downloading online materials and many more for strengthening their knowledge. We have maintained log book for visiting NRC for both staff and students.

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.

The collaborative research facility developed/created by the institute such as computers, printers, internet, library etc. are developed out of fund sectioned by funding agency like UGC.

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 there are no major achievements in these fields.

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, the institute does not publish or partner in publication of research journal.

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)

The details of the faculties whose research papers have been published in peer reviewed journals are given below.

Sr. No.	Name of Faculty	Articles in Journal (During Cycle- 2 only)							Total
		Year							
		Jun 2009 to May 2016							
		09-10	10-11	11-12	12-13	13-14	14-15	15-16	
1	Dr. S.D. Mori	4	1	-	-	-	-	-	05
2	Mr. B. G. Dhanani	-	-	-	-	2	1	1	04
3	Dr. K. M. Trivedi	-	-	-	-	-	2	-	02
4	Dr. R.C. Fichadiya	1	-	-	4	4	6	2	17
5	Dr. M.S. Fadadu	-	-	-	-	1	1	1	03
6	Dr. B. B. Gohil	-	-	-	-	1	3	-	04
7	Dr. H. L. Vala	-	1	-	-	3	1	2	07
8	Dr. B. J. Patel	-	-	-	-	6	7	1	14
9	Dr. D. M. Rathod	-	-	-	-	1	-	-	01
10	Dr. N. C. Patel	-	-	-	5	-	2	1	08
11	Dr. H.V. Chaudhari	-	1	1	2	2	4	3	13
12	Dr. J. R. Jadav	-	-	1	1	1	2	-	05
13	Dr. B. M. Dodiya	2	-	2	4	3	8	9	28
14	Dr. T. B. Manvar	1	-	1	3	1	-	1	07
15	Mr. V. H. Sojitra	-	-	-	-	-	1	1	02
16	Mr. P.R. Vyas	-	-	-	-	-	1	1	02
Total		08	03	05	19	25	39	23	122

- **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

Sr. No.	Name of Faculty	Total Chapters in Book							Total
		Year							
		Jun 2009 to May 2016							
		09-10	10-11	11-12	12-13	13-14	14-15	15-16	
1	Dr. S. D. Mori	-	2	-	-	-	-	-	02
2	Dr. K. M. Trivedi	-	1	1	-	-	-	-	02
3	Dr. R.C. Fichadiya	-	-	-	-	1	1	1	03
4	Dr. H. L. Vala	-	2	-	-	-	-	-	02
5	Dr. B. J. Patel	-	1	4					05
6	Dr. D. M. Rathod	-			1				01
7	Dr. N. C. Patel	-	1	1					02
8	Dr. J. R. Jadav	-			1				01
9	Dr. B. M. Dodiya	1	1				1		03
Total		01	08	06	02	01	02	01	21

➤ **Books with ISBN/ISSN numbers with details of publishers**

Name of the Faculty	Sr.no of Books Published	Name of the Books	ISBN	Name of the Publisher	Year of Publication
Dr. S. D. Mori	1	Prayog shil kavi Mafat Oza	978-93-83674-18-3	Sadhana Prakasan Kanpur	2009-10
	2	Mafat oza nu katha karma	978-93-83674-17-6	Sadhana Prakasan Kanpur	2009-10
	3	Ek shilpa: Five Creators	978-93-83674-19-0	Sadhana Prakasan Kanpur	2010-11
	4	Sahitya sanshodhan aneVivechan	978-93-83674-20-6	Sadhana Prakasan Kanpur	2011-12
	5	Mafat oza nu natya nibandha vivechana ne sampadan karma	978-93-83674-16-9	Sadhana Prakasan Kanpur	2011-12
Dr. K. M. Trivedi	1	Hari Shankar PrasadavamVinod Kumar ke Hasyavyangya Nibandh	97868-01-8188730-	Shri Nivaas Publication-Jaipur	2010
Dr. R. C.	1	Tejasvinau	978-93-5196-	ShradhaOfset-	2014

Fichadiya			047-8	Bagasara	
	2	Prerak Sanskrit Grammer	978-93-5196-048-5	ShradhaOfset-Bagasara	2014
	3	AlankaraPravesh	978-93-5196-039-3	ShradhaOfset-Bagasara	2015
	4	Sanskrit Sahitya	978-93-84580-80-3	Hesma Publication-Gandhinagar	2016
	5	Sanskrit NatyaSahitya	978-93-84580-82-7	Hesma Publication-Gandhinagar	2016
Dr. B. B. Gohil	1	Status of Dalit Women in our Society	978-93-81761-77-9	KamleshPrakashanMandir	2014-15
	2	Morden Socail System	978-93-81761-76-2	KamleshPrakashanMandir	2014-15
	3	Sahakarimandalioni GraminVikas Ma Bhumika	987-1-63041-353-8	KamleshPrakashanMandir	2015-16
Dr. B. J. Patel	1	Amritlal NagarkerUpnyasBhartiyaki Pehchan	978-81-88571-25-3	ChintanPrakashan Kanpur	2010
Dr.H.V.chaudhari	1	Dr.Keshubhai Desai Navalika: Ek sdhyayan	978-1-53981-521-1	The New Era International Publishing house Chaveli, Patan	2016
	2	Dr.Keshubhai Desai Navalkatha: Ek sdhyayan	978-1-53981-522-8	Hemchandracharya International Publishing, Chaveli, Patan	2016
Dr. J. R. Jadav	1	JainendraKeUpnyas o me Narichetana	978-81-924101-35	VinayPrakashan-Ahemadabad	2014
Dr. B. M. Dodiya	1	Managerial Decision Making of corporate sector	978-81-904075-2-6	Sarth Publication-Anand	2010-11
	2	Cost Effectiveness on Productivity in Higher Education	978-93-81428-31-3	K. S. Publication Bhopal	2012-13
	3	Management of finance in the University Education	978-93-83099-39-9	Paradise Publication Jaipur	2013-14
	4	Fundamental of Human Resource Management	978-1-63041-402-3	KamleshPrakashan Jamnagar	2014-15
	5	Communication for Business Management	978-93-85425-01-1	ShabdaSadhna Publication	2015-16
	6	Corporate Social Responsibility	978-93-82870-73-9	KhushbuPrakashan-Ahemadabad	2015-16
Dr. T. B.	1	Ruth PraverJhabvala's	97893507014-78	Shanti Prakashan	2014

Manavar		Selected Novels			
	2	Feminism and Fictional World of NayantaraSahgal	97893510837 71	ParshvaPrakashan	2015
	3	Effective Communication in English	97893507016 14	Shanti Prakashan	2014
	4	MCQ in English Literature	97893827332 18	Library Books House Ahemadabad	2015
	5	Foundation Course in English	8184160178	B.S.ShahPrakashan	2011-12
	6	Business Communication	8184160151	B.S.ShahPrakashan	2012-13

List of Edited Books:					
Name of the Faculty	Sr. no of Books Published	Name of the Books	ISBN	Name of the Publisher	Year of Publication
Dr. S. D. Mori	1	SahityaniAvadharna	978-93-82093-16-5	Aadarsh	2010-11
Dr. H. L. Vala	1	SahityaniAvadharna	978-93-82093-16-5	Aadarsh	2010-11
Dr. H. V. Chaudhari	1	SahityaniAvadharna	978-93-82093-16-5	Aadarsh	2010-11
Dr. B. M. Dodiya	1	Contemporary Issue in Management	978-93-81428-29-0	K. S. Publication Bhopal	2012-13

- 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**

No research award received by faculty

- **recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally-**

Our faculty members named Dr. S. D. Mori, Dr. K. M. Trivedi, Dr. R. C. Fichadiya, Dr. H. L. Vala, Dr. B. M. Dodiya, Dr. B. J. Patel, and Dr. H. V. Chaudhary have received Ph.D. guide ship recognition by Saurashtra University, Rajkot.

- **Incentives given to faculty for receiving state, national and international recognitions for research contributions.**

No incentives given to faculty for receiving state, national and international recognitions for research contributions.

3.5 Consultancy

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

The college interacts with the industries to advise the students with practical learning about the field offer them a comprehensive understanding about the subject. Further college provides counseling service to the students for job training.

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 such policy.

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

There is no consultancy service available.

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

There is no consultancy service available.

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?

No income generated from consultancy.

3.6 Institutional Social Responsibility (ISR) and Extension Activities

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?

- By providing knowledge and quality based education to the students by inculcating moral values, scientific temper and employing state of the art technologies.
- The institute has played an important role in campus-community connection and welfare of its neighborhood by initiating a number of Community developmental activities such as blood donation camp, Health checkup camp, Literacy Awareness Programmes etc.
- Institution aims at imparting knowledge and quality education to all sections of Society.
- The institute aims to pursue excellence towards creating manpower with high degree of intellectual, professional and cultural development to meet the national and global challenges.
- The Institution is always keen in increasing the access of students from various sections of the society by providing reservations, scholarships and further motivates them towards higher education.
- The NSS unit involves NSS volunteers in various institutional activities such as college Cleanliness Campaign, maintaining discipline in various functions which help the students for their holistic development etc..
- By organizing Seven Days NSS camp in the neighboring village every year.
- NCC Unit organized paraded on Independence Day and republic day. These group perform various activities like helping in during natural disaster, college discipline etc.

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

By organizing various activities, the institute motivates the students to involve themselves in these activities. The institution is organizing various activities for physical, mental and social wellbeing of the staff and students. They are committees like Saptadhara Committee, NSS, and NCC which arranges many

programmes such as below.

- Celebration of various days like World Literacy Day, World Aids Day etc.
- Health Awareness Programme
- Tobacco Liberation Programmes
- Women's Empowerment Programs.
- Student Development Programs.
- Swachha Bharat Abhiyan
- Voting motivation Day
- Water Revolution Day
- Tree Plantation Day
- Blood Donation Camp
- Blind Day
- Independence Day

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

The Institution solicits stakeholder's perceptions on the overall performance and quality of the institution by following activities.

- The Alumni Association organizes meetings and has regular formal and informal interactions wherein any alumnus is free to give their suggestions.
- The vision and mission of the Institute are highlighted in the prospectus that is given to the students at the time of admission. Also the same is displayed on the college web site.
- Grievances and opinion of students are always considered.
- Teacher/Head of department/Principal interact with parents/Guardians in parent-teacher meetings about their wards academic performances. The parents are informed about the meeting well in advance through phone calls and letters
- The institute considers feedbacks collected from the stakeholders to prepare collective report of the institution.
- Parents are allowed to meet the teachers and Principal on any day of the week for clarification/ suggestions/ complaints.
- Regular staff meetings are conducted in order to keep the staff updated about changes and developments of the institution.

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, outreach programmes, and their impact on the overall development of students.

The college is incessantly organizing a number of extension and outreach activities which relate to academic, social, cultural, community service, adventure etc. and all culminating in building a healthy society contributing to our nation building. They are:

• **For the Year 2009-10 :**

Sr. No.	Name of the Event	Date	Place	Number of Students Participated	Level
1	Tree Plantation	02-12-2009	College Campus	50	College
2	Cultural Activities	31-01-2009	Juna Janjariya	100	College
3	Special Camp <ul style="list-style-type: none"> • Importance of Yoga • Body treatment of pregnant women • Environment activeness • Lok-Dayro • Vilege cleanness • Knowledge about village culture • NSS Tour – Somnath Temple 	26-12-2009 To 01-01-2010	Nava and Juna Janjariya	100	College
4	One Day Camp	07-02-2010	Cleanliness & Temple and Bus Stand	50	College

• SAPTA DHARA(2009-10)

Sr. No	Name of the Dhara	Activities	No. of Participants
1	Gynan Dhara	Group Discussion	45
		Essay Writing	60
		Elocution	27
		Quiz	183
2	Samajik Seva Dhara	Camus Cleaning Activities	85
		Tree Plantation	135
		Save Girl Programme	256
		Strijagruti	256
		Andhjan Divas/ Chakshu Dan	86
		Blood Donation Camp	70
		Environment Awareness	65
3	Sarjanatmak Abhivyakti	Kavya Pathan	25
		Pad Purti	18
		Varta Lekhan	20
		General Knowledge	58
		Ekanki Lekhan	20
		Anuvad Lekhan	22
		Elocution	12
4	Natya Dhara	Maim/ Muk Abhinay	03
		Ekpatriya Abhinay	04
		Laghu Natak	03 Group
5	Git Sangit Dhara	Bhajan	04
		LokGit	05
		Duha- Chhand	06
		SamuhGit	03 Group

• **For the Year 2010-11 :**

Sr. No	Name of the Event	Date	Place	Number of Students Participated	Level
1	Knowledge about NSS	25-07-2010	Bagasara	100	College
2	Tree Plantation and Renovation	29-07-2010	College Campus	50	College
3	Global Population Day	11-08-2010	College Campus	50	College
4	Indenpence Day	15-08-2010	College Campus	1000	College
5	Goodwill Day	20-08-2010	College Campus	50	College
6	Blind Day	13-08-2010	College Campus	250	College
7	NSS Day	24-09-2010	College Campus	100	College
8	Special Camp <ul style="list-style-type: none"> • Village Cleanness • Spiritual Lecture • Yoga Camp • Cultural Activities <ul style="list-style-type: none"> ➤ Ancient Ras ➤ Modern Ras ➤ Drama ➤ Ekanki ➤ Folk Songs ➤ Folk Dance 	30-12-2010 To 05-01-2011	Bhalgam	100	College

- **SAPTA DHARA(2010-11)**

Sr. No.	Name of the Dhara	Activities	No. of Participants
1	Gynan Dhara	Group Discussion	60
		Essay Writing	35
		Elocution	17
		Quiz	120
2	Samajik Seva Dhara	Camus Cleaning Activities	70
		Tree Plantation	35
		Save Girl Programme	270
		Strijagruti	270
		Andhjan Divas/ Chakshu Dan	80
		Blood Donation Camp	00
		Environment Awareness	70
3	Sarjanatmak Abhivyakti	Kavya Pathan	21
		Pad Purti	10
		Varta Lekhan	12
		Anuvad Lekhan	50
		Sutra Lekhan	12
4	Natya Dhara	Maim/ Muk Abhinay	00
		Ekpatriya Abhinay	05
		Laghu Natak	02 Group
5	Git Sangit Dhara	Bhajan	07
		LokGit	06
		Duha- Chhand	05
		SamuhGit	02 Group

• **For the Year 2011-12 :**

Sr. No.	Name of the Event	Date	Place	Number of Students Participated	Level
1	Registration and Reception of new students	28-06-2011	Bagasara	100	College
2	Cleanness of College Ground	03-07-2011	College Campus	100	College
3	Global Population Day	11-08-2011	College Campus	100	College
4	Independence Day	15-08-2011	College Campus	600	College
5	Goodwill Day	20-08-2011	College Campus	50	College
6	NSS Day	24-09-2011	College Campus	100	College
7	Medical Camp(Arthritis)	09-10-2011	College Campus	180(Patient)	College
8	Special Camp <ul style="list-style-type: none"> • Village Cleanness Awareness Programme for stopping female foeticide • Addiction salvation • Awareness about toilet • Tour – Palitana Cultural Activities : <ul style="list-style-type: none"> • Duha, Chhand, Drama, Folk Dance, Garba, Elocution, Bhajan, Ancient Ras, Lok Nrutya 	25-12-2011 to 31-12-2011	Samdhiy ala	100	College

• **SAPTA DHARA (2011-12)**

Sr. No.	Name of the Dhara	Activities	No. of Participants
1	Gynan Dhara	Group Discussion	20
		Essay Writing	50
		Elocution	30
		Quiz	90
2	Samajik Seva Dhara	Camus Cleaning Activities	136
		Tree Plantation	75
		Save Girl Programme	252
		Strijagruti	252
		Andhjan Divas/ Chakshu Dan	111
		Blood Donation Camp	00
		Environment Awareness	81
3	Sarjanatmak Abhivyakti	Kavya Pathan	25
		Pad Purti	11
		Varta Lekhan	11
		Anuvad Lekhan	22
		Ekanki	11
4	Natya Dhara	Maim/ Muk Abhinay	04
		Ekpatriya Abhinay	03
		Laghu Natak	04 Group
5	Git Sangit Dhara	Bhajan	08
		LokGit	07
		Duha- Chhand	04
		SamuhGit	01 Group
6	Kala-kaushalya Dhara	Chitrakala	10
		Rangoli	25
		Cartooning	05
		Collaz	05
		Poster making	10

• For the Year 2012-13 :

Sr. No.	Name of the Event	Date	Place	Number of Students Participated	Level
1	Selection and Training	20-07-2012	Bagasara	100	College
2	Ground Cleaning, Tree Plantation	04-08-2012	Bagasara	50	College
3	Global Population Day	11-08-2012	Bagasara	150	College
4	Independence Day	15-08-2012	Bagasara	700	College
5	Goodwill Day	20-08-2012	Bagasara	100	College
6	Blind Day	13-08-2012	Bagasara	50	College
7	NSS Day	24-09-2012	Bagasara	200	College
8	Workshop about how to use Gas(For Women)	29-09-2012	Bagasara	50	College
9	Voting Awareness Program	04-12-2012	College Campus	200	College
10	Tour	09-01-2013	Palitana	200	College
11	Special Camp : <ul style="list-style-type: none"> • Village Cleanness • Tour – Ghela Somnath • Addiction salvation Cultural Activity : <ul style="list-style-type: none"> • Folk Dance, Duha, Chhand, Modern Dance, Ancient Ras 	06-12-2012 To 12-01-2013	Hadala	100	College
12	Narmada Pouring Awareness	04-03-2013	Bagasara	150	College

• SAPTA DHARA (2012-13)

Sr. No	Name of the Dhara	Activities	No. of Participants
1	Gynan Dhara	Group Discussion	22
		Essay Writing	28
		Elocution	20
		Quiz	110
2	Samajik Seva Dhara	Camus Cleaning Activities	76
		Tree Plantation	60
		Save Girl Programme	121
		Strijagruti	25
		Andhjan Divas/ Chakshu Dan	65
		Blood Donation Camp	00
		Environment Awareness Essay	30
3	Sarjanatmak Abhivyakti	Kavya Pathan	10
		Anuvad Lekhan	19
		Varta Lekhan	07
		Ekanki	07
4	Natya Dhara	Maim/ Muk Abhinay	02
		Ekpatriya Abhinay	05
		Laghu Natak	03 Group
5	Git Sangit Dhara	Bhajan	05
		LokGit	04
		Duha- Chhand	03
		SamuhGit	02 Group
6	Kala-kaushalya Dhara	Chitrakala	08
		Rangoli	12
		Cartooning	08
		Collaz	08
		Poster making	07

For the Year 2013-14:

Sr. No.	Name of the Event	Date	Place	Number of Students Participated	Level
1	NSS registration and Guidance	06-07-2013	Bagasara	100	College
2	Tree Plantation	07-08-2013	Kadaya (Village)	100	College
3	Blind Day	10-08-2013	College Campus	100	College
4	Tree Plantation	24-08-2013	College Road	100	College
5	Independence Day	15-08-2013	College Campus	600	College
6	Goodwill Day	20-08-2013	Bagasara	100	College
7	One Day Camp	19-09-2013	College Campus	100	College
8	NSS Day	29-09-2013	College Campus	100	College
9	Special Camp : <ul style="list-style-type: none"> • A Camp on Agricultural Guidance • Mind Power Seminar • Importance of Yoga in life • How to stop addictions? • Environment Awareness Programme Cultural Activities : <ul style="list-style-type: none"> • Lokdayro, Mime Competition, Holiday Camp –Mangrol 	26-12-2013 To 01-01-2014	Kadaya (Village)	100	College
10	Republic Day	26-01-2014	College Campus	650	College

SAPTA DHARA (2013-14)

Sr. No	Name of the Dhara	Activities	No. of Participants
1	Gnan Dhara	Group Discussion	15
		Essay Writing	32
		Elocution	18
		Quiz	90
2	Samajik Seva Dhara	Camus Cleaning Activities	60
		Tree Plantation	WITH NSS
		Environment Awareness Essay	30
3	Sarjanatmak Abhivyakti	Kavya Pathan	13
		Sighra Kavya Lekhan	12
		Varta Lekhan	08
		Anuvad Lekhan	26
4	Natya Dhara	Maim/ Muk Abhinay	00
		Ekpatriya Abhinay	04
		Laghu Natak	02 Group
5	Git Sangit Dhara	Bhajan	06
		LokGit	04
		Duha- Chhand	02
		SamuhGit	01 Group
6	Kala-kaushalya Dhara	Chitrakala	13
		Rangoli	17
		Cartooning	05
		Collaz	09
		Poster making	10

• For the Year 2014-15 :

Sr. No.	Name of the Event	Date	Place	No. of Students Participated	Level
1	NSS Student Nomination and guidance	22-07-2014	Bagasara	100	College
2	District level NSS Student Seminar	26-07-2014 To 28-07-2014	Amreli	30	College
3	College Ground Cleanness	04-08-2014	Bagasara	100	College
4	Global Population Day	11-08-2014	Bagasara	100	College
5	Blind Day	13-08-2014	Bagasara	100	College
6	Independence Day	15-08-2014	Bagasara	650	College
7	Goodwill Day	20-08-2014	Bagasara	100	College
8	One Day Camp	04-09-2014	Bagasara	100	College
9	One Day Camp	22-09-2014	Bagasara	100	College
10	Tracking Camp	22-09-2014 To 24-09-2014	Junagadh, Patan	4	College
11	Special Camp: <ul style="list-style-type: none"> • Village Cleanness • Spiritual Lecture • Yoga Camp Cultural Activities: <ul style="list-style-type: none"> • Ancient Ras • MordenRas • Drama • Ekanki • Folk Songs • Folk Dance 	26-12-2014 To 01-01-2015	Jethiyavad ar	100	College

• SAPTA DHARA(2014-15)

Sr. No.	Name of the Dhara	Activities	No. of Participants
1	Gyan Dhara	Group Discussion	10
		Essay Writing	40
		Elocution	30
		Quiz	35
2	Samajik Seva Dhara	Camus Cleaning Activities	NSS
		Tree Plantation	NSS
		Stri Bhrun hatya Essay	06
		Andhjan Divas/ Chakshu Dan	06
		Environment Awareness	121
3	Sarjanatmak Abhivyakti	Kavya Pathan	13
		Sighra Kavya Lekhan	14
		Varta Lekhan	13
		Anuvad Lekhan	30
		Sutra Lekhan	24
		Suvichar Lekhan	24
4	Natya Dhara	Maim/ Muk Abhinay	03
		Ekpatriya Abhinay	02
		Laghu Natak	01 Group
5	Git Sangit Dhara	Bhajan	05
		LokGit	03
		Duha- Chhand	04
		SamuhGit	02 Group
6	Kala-kaushalya Dhara	Chitrakala	13
		Rangoli	24
		Cartooning	10
		Collaz	08
		Poster making	07
		Best Out of Weast	15

• For the Year 2015-16 :

Sr. No.	Name of the Event	Date	Place	No. of Students Participated	Level
1	Special cleanness Campaign for flooded affected areas viz., khari, khijadiya, hadala, kerala, of bagasara taluka since 2015 monsoon	25-06-2015 To 28-06-2015	Bagasara	100 (College Students) 150 (Other college of saurashtra university)	College
2	Special Camp <ul style="list-style-type: none"> • Village Cleanness • Medical Camp • Animal Medical Camp • Cultural Activities • Road repair 	09-07-2015 To 15-07-2015	Kerala , Charan Pipali	100	College
3	NFF(Nation First Foundation) NSS Group Dhanak College Medical Camp	12-07-2015	Bagasara	50	College
4	College Ground Cleanness	04-08-2015	Bagasara	100	College
5	Global Population Day	11-08-2015	Bagasara	100	College
6	Blind Day	13-08-2015	Bagasara	100	College
7	Independence Day	15-08-2015	Bagasara	650	College
8	Goodwill Day	20-08-2015	Bagasara	100	College
9	One Day Camp	21-01-2016	Bagasara	100	College
10	Republic Day	26-01-2016	Bagasara	600	College
11	Blood Donation Camp	04-03-2016	Bagasara	125	College

SAPTA DHARA

Sr. No		Activities	No. of Participants
1	Gynan Dhara	Group Discussion	08
		Essay Writing	35
		Elocution	28
		Quiz	60
2	Samajik Seva Dhara	Camus Cleaning Activities	75 with NSS
		Save Girl Programme March	151
		Strijagruti	10
		Andhjan Divas/ Chakshu Dan	21
		Environment Awareness Essay	16
3	Sarjanatmak Abhivyakti	Kavya Pathan	16
		Sighra Kavya Lekhan	12
		Varta Lekhan	13
		Anuvad Lekhan	31
		Suvichar Lekhan	18
		Sutra Lekhan	18
4	Natya Dhara	Maim/ Muk Abhinay	04
		Ekpatriya Abhinay	03
		Laghu Natak	02 Group
5	Git Sangit Dhara	Bhajan	07
		LokGit	06
		Duha- Chhand	05
		SamuhGit	02 Group
6	Kala-kaushalya Dhara	Chitrakala	13
		Rangoli	42
		Cartooning	11
		Collaz	13
		Poster making	08

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 undertakes wide spread cross-curricular enrichment activities through NSS and other community development activities. Faculty and students involved in extension activities are appreciated and recognized by relieving them from their workload/classes. The absence of faculty is considered as On Duty.

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 institute has made a good effort to promote social justice as a value in learning and administrative interactions.

- The college NSS unit has been motivating students in participating and organizing Village cleaning, eradication of blind beliefs and other such programmes.
- Anti-ragging board is displayed at prominent location with help line.
- Complaint box is available for grievances.
- Anti-sexual harassment and grievance redressal cell are active.

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.

Extension activities carried out by the institute always help in inculcation of academic learning process, values and skills amongst the staff and students.

- The Institution is providing knowledge and quality based education to the students by inculcating moral values, increase scientific temper and teaching. It aims at marching towards excellence in creating manpower with best degree of intellectual, professional and cultural development to meet the national and global challenges.
- The Institution imparts quality education to all sections of society. But its maximum focus is to recognize, encourage and reach out to economically weaker section of students by rendering financial support in the form of scholarships.

Output:

The output of the participation in the various socially relevant activities have resulted in spreading awareness in the institution and motivating students for the social upliftment.

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?

Institution aims at marching towards excellence in creating manpower with best degree of intellectual, professional and cultural development to meet the national and global challenges. The NSS unit organize Annual Camp at different villages where in the students stay there for seven days and rendered social services to the villagers. Institution also organizes camp like Free Blood Checkup and Donation camp.

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 institution has good relationships with other institutions of the locality. The NSS coordinates all their activities under the norms of the University. The unit organizes various programmes like tree plantation, village cleaning drives etc. The local villagers are initially consulted and the youth of the villagers are made to involve in all the NSS activities. The alumni association is also involved in extension activities. Awareness on environment protection, legal issues, etc. have been carried out.

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.

Award Received by the College Student:

1. Sojitra Vaishali M. has received Gold Medal in M.A.(Gujarati) in Saurashtra University in May,2015

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.

There is no collaboration with research laboratories, institutes and industries for research activities.

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.

Information regarding MoUs done by the institute is given below:

- Saurashtra University Career Counseling and Development Centre for arranging various competitive exams like SUCEAT etc.
- KCG (Knowledge Consortium of Gujarat) for Saptdhara Activities.
- SCOPE

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 Institution has set up a placement cell in order to provide placement information to students. Otherwise, there is no contribution from industry or other communities for establishment of various facilities. The institutes also join the Student Development Program started by Saurashtra University in 2016.

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

The institution has not organized any conferences/seminars.

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 programmes

We don't have MOU with the industry, banks, but we have been arranging Industry and bank visit every year with prior permission with various industries/banks.

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

As the institute is situated in a rural area where there is no industry (even no scope of establishing any industry as it is very dry and remote place) or education institutions imparting higher education, we are unable to sign MOUs.

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?

In order to create and enhance the infrastructure that facilitates effective teaching and learning, the policy is framed according to the strength of students. The management evaluates the existing facilities and takes steps to improve the conditions.

The faculty also adopts new innovative techniques such as LCD Projector, Computer with Internet etc. for their teaching purposes. Feedbacks on campus facilities are collected from the students. Suggestion box is also kept for this purpose. These feedbacks and suggestions are taken into consideration for development of infrastructure.

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.**

Sr. No.	Name of the Facility	Numbers
1	Classrooms	18
2	Technology Enabled Learning Spaces	01
3	Digital Education and Learning Laboratory(DELL)	01
4	Multimedia Room with BISAG	01
5	Xerox Machine	02
6	Computers	35
7	LCD Projectors	03
8	Mike System	01
9	Laptops	02

10	Television	02
11	DVD Players	02
12	Digital Camera	01
13	Cordless Microphone	01

b. Extra –curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.

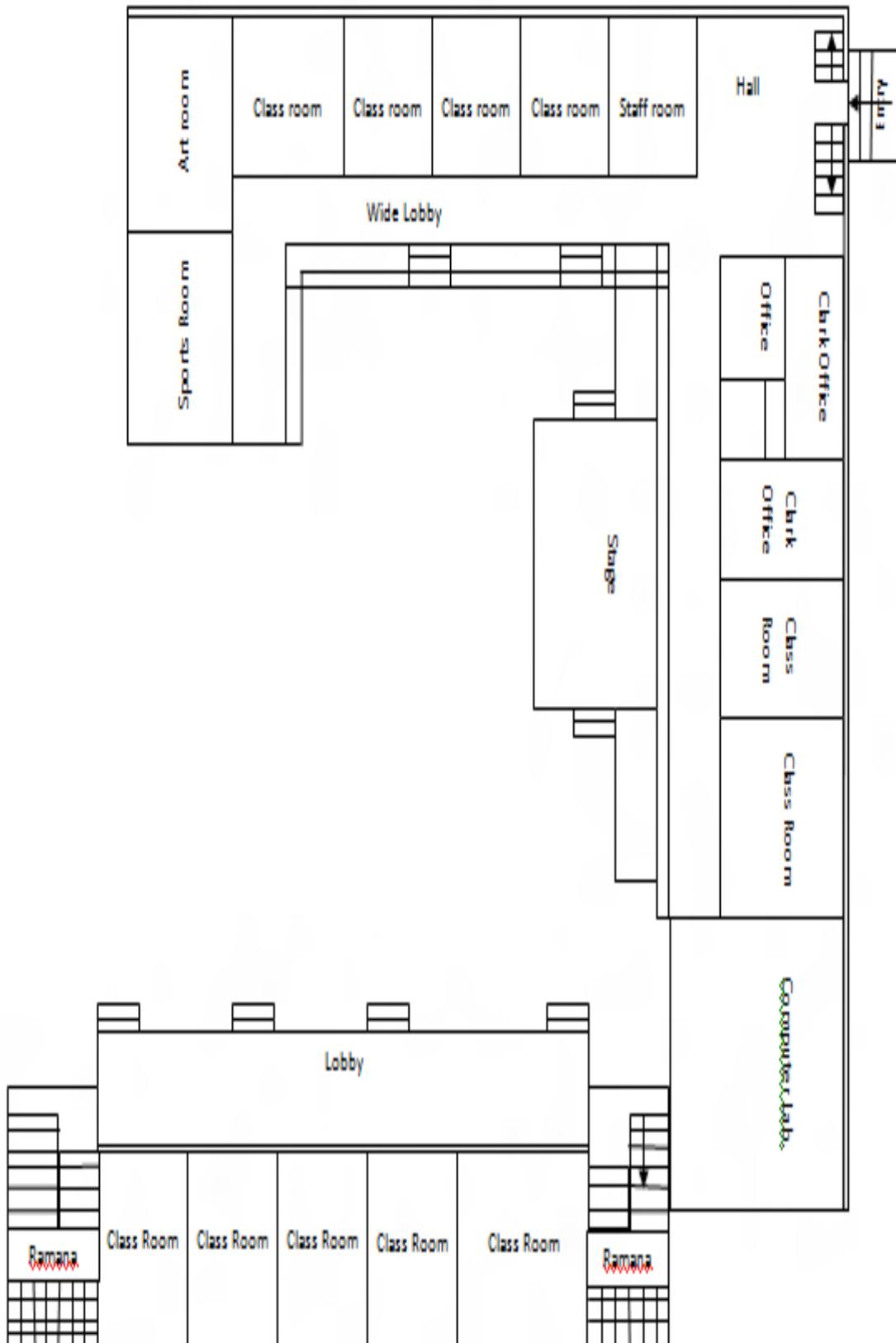
Sr. No.	Name of the Facility	Numbers
1	NSS Room	01
2	Big Playground	02
3	Cultural Activities Room	01
4	Costumes for Rass (Girls)	24
5	Costumes for Rass (boys)	12
6	Tabala	1 Set
7	Harmonium	01
8	Dhol	2
9	Electrical Benzo	1
10	CCTV Camera	48
11	Communication Skill	Language Lab (Govt. of Gujarat)
12	Headphones	25
13	Web camera	25
14	NCC Room	01
15	Seminar/Kala Kaksha	01
16	DVR	03

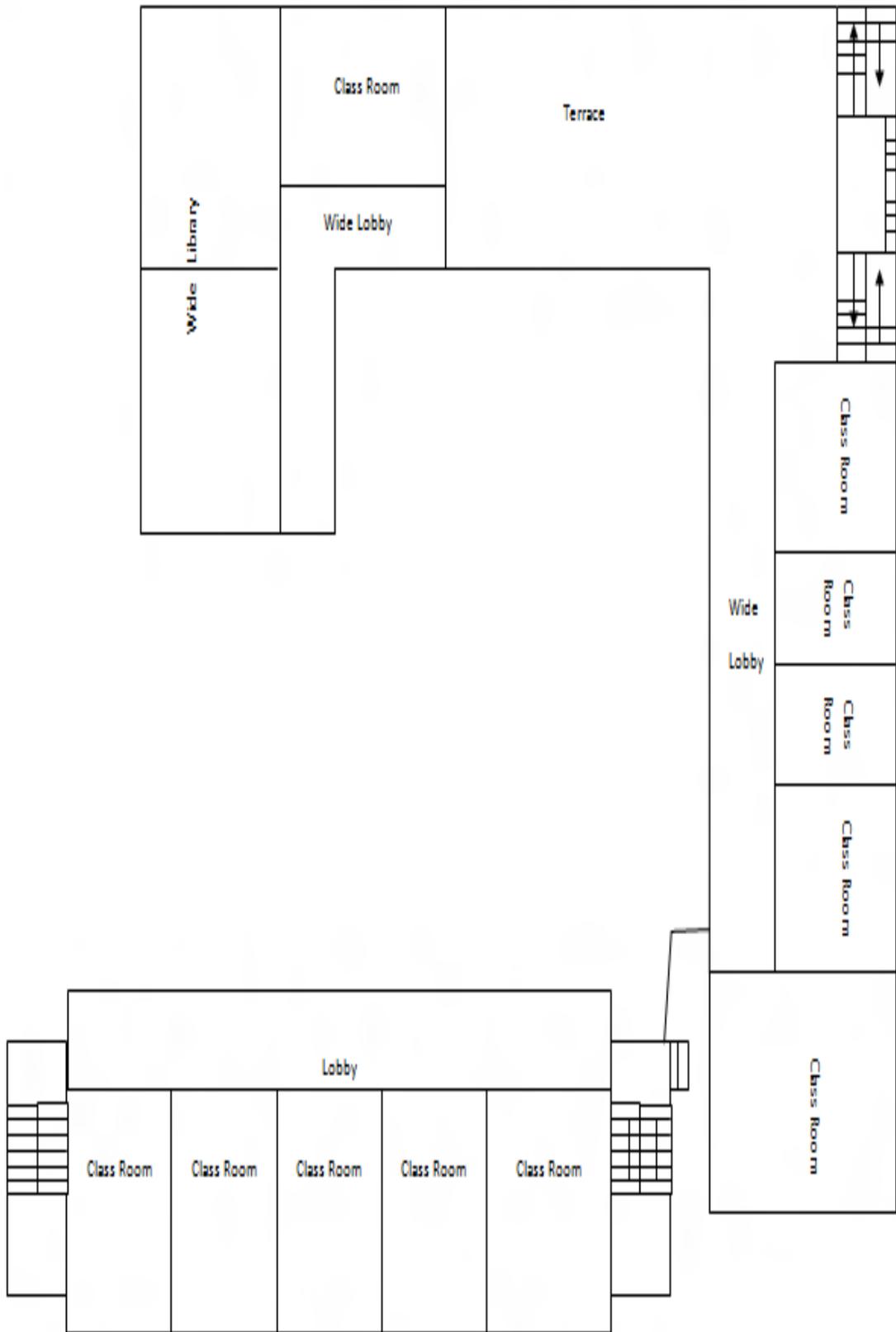
4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution/ campus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

Master Plan of the Institute: (Enclosure-5)

Specific examples of the infrastructural facilities developed/ augmented/the amount spent during the years:

Ground Floor:





First Floor:

Sr.	Head	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16
1	Building	2398516.69	-	-	-	1544202	-	
2	Computer	311258	10625	17980	2500	9600	55570	
3	Equipment	19797	44484	34851	27862	32575	17600	
4	Furniture	633365	-	-	-	6205	75000	
5	Other	426030	355925	420139	397061	410307	463157	
	Grand Total	3788966.69	411034	472970	427423	2002889	611327	

Future Plans:

- To construct Auditorium Hall.
- To construct air conditioned Computer Lab.
- To convert traditional classrooms into smart classrooms.

Sr.	Building	Area (square feet)
1	Principal office	160
2	Administrative staff	271
3	Account office	225
4	Staff room	475
5	Sports office	847
6	Strong room	446
7	Sports room	336
8	Womens room	712
9	NCC office	336

10	NSS office	280
11	Library	847
12	Reading Room	1011
13	English Language Lab/Computer Lab	854
14	Class room	10680
15	Playground	46735
16	Parking	8909
17	Sandhan-Bisag	712
18	Seminar Hall/ Kala Kaksha	1011

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

The institution has one specially built ramp for the differently-able students. The institute ensures that infrastructure facility meets the requirements of the students with disabilities. For differently able students, it is ensured that their all needs are fulfilled on the ground floor itself. Supporting staff also helps them whenever needed.

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

- **Hostel Facility – Accommodation available**
- **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

We don't have hostel facility

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 institute has actively supported in the visits of Dr. Ashmitaben sojitra (BAMS), Dr. Kamaliya, Dr. Ketan Patel, and Dr. Jyotshanaben Sheladiya to meet health problems. They are available to the campus on phone call.

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.

Common Facilities available on the campus are:

- **IQAC** : Adjoining Room of Principal Office
- **Grievance Redressal unit** : Staff Room
- **Women's Cell** : Staff Room
- **Counseling and Career Guidance** : Separate Room No. 10
- **Recreational spaces for staff and students** : Big Classroom No.10
- **Safe drinking water facility** : Water Purifier with cooler is available only staff but cooler water facility is for male and female student separately.
- **Auditorium, etc.** : Nil
- **Residential Facility** : Nil

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. The composition of the committee is:

No.	Name	Designation	Committee Designation
1	Mr. A. P. Sosa	Librarian	Chairperson
2	Dr. K. M. Trivedi	Asso. Prof.	Member
3	Dr. H. L. Vala	Asso. Prof.	Member
4	Dr. B. M. Dodiya	Asst. Prof.	Member
5	Makvana Kinjal D.	Student	Student representative
6	Goyani Krishna R.	Student	Student representative

The Advisory Committee discusses and finalizes the infrastructural & academic requirement of the library and chalks out the strategy regarding working of the library related matters, so that the facility can be utilized to the maximum extent by the staff and the students. The committee seeks list of the books from the departments and forwards them to the principal for the purchase of books & journals. The Advisory committee maintains the Library resources. Newspaper and journals stands in the library provide easy access to reference material, newspapers and other information to the students and staff. Internet enabled computers have already been installed in the library.

Significant initiatives implemented by the committee are:

- Purchase of books and journals
- Stands for Newspaper and Magazines
- Development of furniture Viz., cupboards, chairs, tables etc.
- Computer with internet and Scanner
- Printer
- Photocopy Machine
- The information regarding new arrivals is also given through the library new arrivals stand.
- A special section has been maintained for university previous years question paper.
- A book bank has been functioning in the college, providing books to underprivileged and all college students. The book bank is managed by library committee.

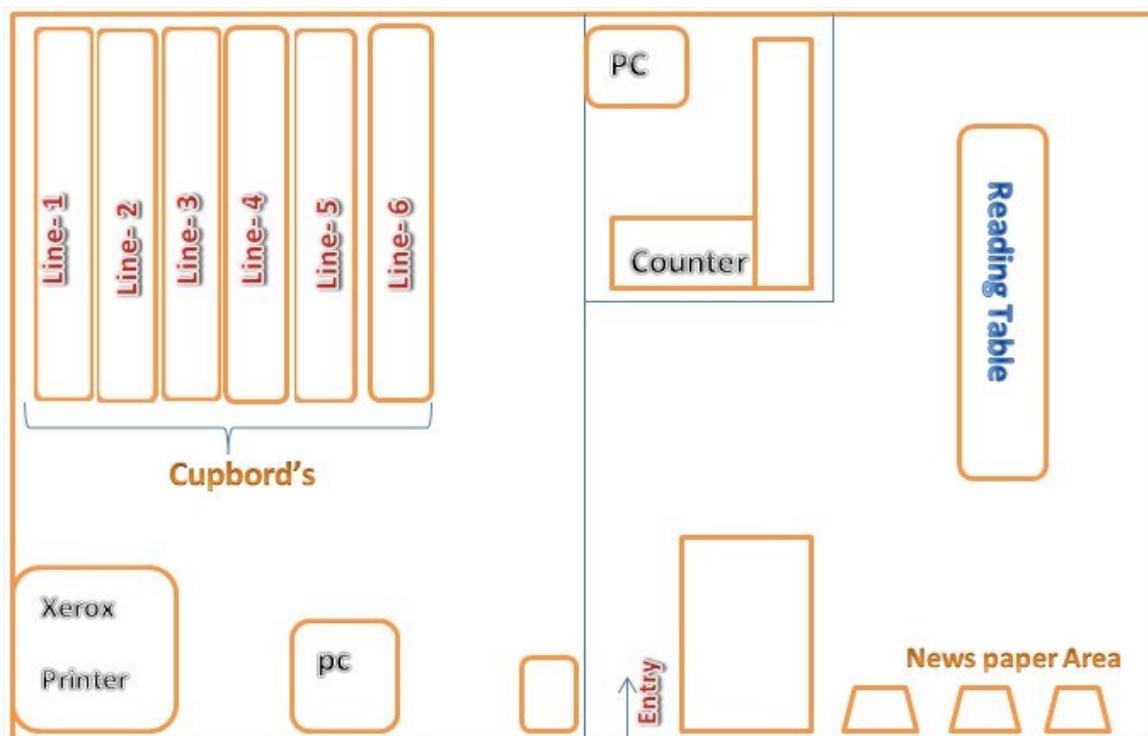
4.2.2 Provide details of the following:

Total area of the library and Reading Room (in Sq. Mts.): 1858 Sq. Ft.

Total seating capacity	42 student's
Working hours	
<ul style="list-style-type: none"> • On working Days 	11:30 am to 05:00 pm
<ul style="list-style-type: none"> • On Holidays 	
<ul style="list-style-type: none"> • Before Examination Days 	08:30 am to 03:00 pm
<ul style="list-style-type: none"> • During Examination Days 	08:30 am to 05:00 pm
<ul style="list-style-type: none"> • During Vacation 	11:30 am to 05:00 pm

- **Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)**

Lay out plan of the library is given below.



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.

Library Holdings	2011-12		2012-13		2013-14		2014-15		2015-16	
	Nos.	Total Cost								
Text books	766	61530	1003	80350	439	46075	423	76956	48	11468
Reference Books	1405	465005	611	167031	341	166279	400	286837	281	247432
General Book	814	81741	230	24996	48	4735	427	48866	19	1380
Journals/ Periodicals	22	4830	23	5340	24	5990	22	6110	22	6500
e-resources	0	0	0	0	0	0	0	0	0	0
Newspaper	06	4394	06	4814	06	5478	06	5963	06	6575

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:** There isn't any separate Library website.
- **In-house/remote access to e-publications- NIL**
- **Library automation-.Library automation has been done. SUN Software used.**

- **Total number of computers for public access-01**
- **Total numbers of printers for public access-01**
- **Internet band width/ speed - 2mbps**
- **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** :35-40 /Per Day
- **Average number of books issued/returned** :20-30 book a day
- **Ratio of library books to students enrolled** :1:15.58 (15807/1014)
- **Average number of books added during last three years: 2716**
- **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:**
As per the need of user as well as decision of committee members information lectures are organized.
- **Details of “weeding out” of books and other materials: In store house**

4.2.6 Give details of the specialized services provided by the library

- **Manuscripts:** Library doesn't have such facilities.
- **Reference :**The Library provides this service
- **Reprography:** The Library provides this service.

- **ILL (Inter Library Loan Service):** The College doesn't provide this Service.
- **Information deployment and notification (Information Deployment and Notification):** The College provides this service.
- **Download:** Available
- **Printing:** Available
- **Reading list/ Bibliography compilation:** The College provides reading list only.
- **In-house/remote access to e-resources:** Available
- **User Orientation and awareness:** One Programmed every year.
- **Assistance in searching Databases:** Not Available
- **INFLIBNET/IUC facilities:** Not Available

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

The support provided by the library staff to the students and teachers of the college is in the form of

- Computer.
- Internet.
- Reprographic facility.
- Timely issue/return of book.
- Maintain peaceful and academic environment.

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

No visually challenged persons are on rolls in the institution. Physically challenged persons are assisted by the other student or staff.

4.2.9 Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed

by the Library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)

No separate feedback has been taken for library.

4.3 IT Infrastructure

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

Sr. No	Model	Mother Board Processor	RAM	HDD	DVD Writer	Monitor	Total No. of Comp.
1	ACER	AMD Athlon II 2	2GB	500GB	ACER	ACER18"	25
2	COMPAQ	AMD Athlon II 2	2GB	500GB	COMPAQ	Compaq 18"	05
3	LENOVO	Intel(R) Core i3	4GB	500GB	LENOVO	LENOVO 18"	03
4	LG	Intel ® Core i3	2GB	500GB	LG	LG 18"	01
5	HCL	AMD Athlon II 2	2GB	500GB	HCL	HCL 18"	01

Number of computers with Configuration (provide actual number with exact configuration of each available system)

- **Computer-student ratio** :1:41
- **Stand-alone facility** : Available
- **LAN facility** : Available
- **Wi-Fi facility** : 01 Broadband Connection with 10 MBPS speed
- **Licensed software** : 01 (Office Software)
- **Number of nodes/computers with Internet facility:** 35 Com. connected to LAN
- **Any other** : Stabilizer, NPAV Antivirus

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

This College provides Internet service to faculty and students. There are two computers with Internet facility which are in the library. Internet used by Staff and students.

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

The College has planned to upgrade the systems to the new technology enabled computers. Efforts are made to procure the latest hardware, software and antivirus facilities for teachers and students. IQAC looks into each matter related to up gradation of the IT infrastructure.

4.3.4 Provide details on the provision made in the annual budget for procurement, up gradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years) The Principal held a meeting with the “Planning Board” to allocate requirements from which budgets for Procurement, Up gradation of Deployment, Maintenance etc. following items and its utilization during last Five years are given below:

		2011-12	2012-13	2013-14	2014-15	2015-16
A	Procurement	0	0	0	0	0
B	Up gradation	0	0	0	0	0
C	Deployment	0	0	0	0	0
D	Maintenance	0	0	0	0	0

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?

Computers are available for staff and students. The teachers liberally take help of the ICT resources to enrich their prescribed curriculum with the help of internet. The college has computer facility for its faculty as well. Faculty members of each subject are advised to use computers with internet browsing facility for preparation of teaching/learning materials. Multimedia projectors are available in the college for the use faculty.

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.

Keeping the students' learning at the centre of everything, the college understands that the teachers have to be reoriented from time to time. The institution encourages the staff to undergo training on the computer-aided teaching and training. The college also has been conducting week-long sessions, in tune with the orientation courses, for the college faculty on the use of computers. The IQAC also organizes training sessions on the use of Internet for learning resources. Computers and LCD Projectors and internet are available to the faculty for computer aided teaching. Many of the teachers deliver their ICT enabled lectures using PPT. Students and Staff members are free to use National Resource Centre to download their learning materials.

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?

The institute has been availed with ten broadband internet connections by NME-ICT There is no connectivity given by National Knowledge Network.

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 Principal held a meeting with the "Planning Board" to allocate requirements from which budgets are allocated on priority base for purchase and maintenance of equipment's, renovation of infrastructure, purchase of furniture etc. Budgetary allocation for maintenance/purchase/extension of the following items and its utilization during last Seven years are given below:

Budgetary Allocation:

	Name	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16
A	Building	0	0	0	0	0	0	0
B	Furniture	0	0	0	0	0	0	0
C	Equipment	0	0	0	0	0	0	0
D	Computers	0	0	0	0	0	0	0
E	Vehicles	0	0	0	0	0	0	0
F	Any other	0	0		0	0	0	0

Actual Expenditure

	Name	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16
A	Building	2398516	-	-	-	-	1544202	-
B	Furniture	633365	-	-	-	6205	75000	-
C	Equipment	19797	44484	34851	27862	32575	17600	-
D	Computers	311258	10625	17980	2500	9600	55570	-
E	Vehicles	0	0	0	0	0	0	0
F	Any other	426030	355925	420139	397061	410307	463157	-

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

The institution has active team to maintain and repair the infrastructure facilities and other equipment's in relates specific department is responsible. This team is always ready to attain any kind of issues related to institutions infrastructure problem.

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

Calibration is done annually by stock verification. The “Technical personnel are called on remunerative basis for maintenance of equipment/instruments other than computers.

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 institution has assigned the responsibility to Repair & Maintenance Committee for the maintenance of equipment. The committee consists of college staff. They maintain all the equipment of the institution. When the need arises, the head of the committee report to the principal about the faults. The principal calls the concern person such as plumber, technician, carpenter, electrician to solve the problem. Peon with NSS volunteers keeps campus clean. The water supply is assured as college has borne-well facility and also provided by “Nagar Palika”. Annual Maintenance contract for maintaining college website is given to Mr. Mori Mayur, he updates the website regularly. The institution also has Robot System for safeguard against Shock (MCB approved by PGVCL), and voltage Stabilizer.

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?

The prospectus is published its prospectus along with the admission form every year. It contains Vision and Mission statements, rules and regulations of the institution, information regarding various programmes and Courses, CBCS Pattern, List of the Faculty Members along with their specializations and responsibilities, List of Non-teaching Staff with their designations, Annual Calendar, Names of various Committees, Results, Fee Structure, Syllabus of each Courses, List of Staff etc. The book contained all above details named “Unnati” was given to the students from the year 2009. The College Website: www.bvdhanakcollege.org. has all the relevant information necessary for the students.

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

The institution has given government scholarships to the students. Details of them are given below.

Year	Types of Scholarship	No. of Students Benefitted	Amount Disbursed in Rs.
2009-10	SC	97	282860
	ST	0	0
	OBC	241	226005
	Handicapped	03	7500
	EBC	197	192000
	Total	538	708365
2010-11	SC	118	478530

	ST	0	0
	OBC	250	283975
	Handicapped	02	5000
	EBC	127	120000
	Total	497	887505
2011-12 18/4/2012	SC	92	413035
	ST	0	0
	OBC	241	290805
	Handicapped	0	0
	EBC	55	52800
	Total	388	756640
2012-13 Paid on 29/04/13	SC	101	532545
	ST	0	0
	OBC	203	331385
	Handicapped	0	0
	EBC	56	64200
	Total	360	928130
2013-14	SC	111	611350
	ST	0	0
	OBC	232	0
	Handicapped	6	15500
	EBC	29	0
	Total	378	626850
2014-15	SC	161	7200
	ST	02	8980
	OBC	268	143890
	Handicapped	4	10000
	EBC	1	0

	Total	436	170070
2015-16	SC	149	110355
	ST	3	13375
	OBC	248	711280
	Handicapped	3	7500
	EBC	1	1200
	Total	404	843710

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

The college caters to the academic needs of the students belonging to the rural areas of the state. There are lots of students who belong to the non-creamy layer of the society or who are from economically weaker sections of the society. The state government and central government provide financial assistance to these students through the institute. The percentage of the students benefitted from these scholarships is given below:

Year	Total Students	No. of Students Received F.A.	% of students received Financial assistance
2010-11	1617	497	30.74
2011-12	1338	391	29.22
2012-13	1182	365	30.87
2013-14	1282	378	29.62
2014-15	1414	434	30.69
2015-16	1212	404	33.33

5.1.4 What are the specific support services/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 center, 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**

The College is committed to extend its help to the students in their pursuit to become civilized and worthy citizens. The prime concern of the college is to impart holistic education to students. Following support/ service facilities are extended to the students.

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

Government Scholarships are provided to them.

- **Students with physical disabilities:**

Students with physical disability are given scholarship. Remedial Classes are provided to needed students. They are given special seating arrangement during exams. The faculties and administrative staff and the students support them whenever needed.

- **Overseas students:** NIL.
- **Students to participate in various competitions/National and International**

They are provided flexibility to attend classes so that they can concentrate on competitions. They are also appreciated and motivated by awarding prizes to them.

- **Medical assistance to students: health center, health insurance etc.**

Doctor on phone is available whenever needed.

Note: The University provides accident policy to all students studying in the college under the title “Saurashtra University

Vir Sahid Kinari Vala- Gandhinagar”. Saurashtra University gives

- Rs.100000/- if he/she died due to natural death or accident.
- Rs. 50000/- if he/she became handicap due to accident (both legs/hands)
- Rs. 25000/- if he/she became handicap due to accident (one leg/hand)
- **Organizing coaching classes for competitive exams**

The institute does not organize coaching for competitive exams but guidance lectures have been arranged for them related to competitive exams. Students are participated into CCDC exam organized by Saurashtra University.

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

Special lectures and training programmes through career council committee have been arranged.

- **Support for “slow learners”**

Special counseling is given to them by the teachers. Special classes are also arranged for them.

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

Students are taken for the industrial visits.

- **Publication of student magazines:** “Kavya”, “Geet”, “Suvichar” and text related to subject have been published by institution.

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 organizes guest lectures about self-employment, establishment of small industries, self-development and other such programmes involved in entrepreneurship. The following activities were organized by the institute to develop entrepreneurial skills in the students.

- Lectures of experts are organized to develop entrepreneurial skill of the students like “Self Employment” etc.
- As a result of these activities, positive attitude is developed in the students

because they started to think that after graduation, they can earn money.

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**
- **Any other**

The college ensures consistent encouragement and motivation to the students who participate in various curricular, co-curricular and extra-curricular activities.

Necessary facilities are provided to them. „Cultural Activity Committee supervises all these extracurricular and co-curricular activities. Rankers are given certificates by the institution in the programme. College has designated faculty members to support students who participate in various competitions. Indoor games like Chess, Carom and in outdoor games like Cricket, Volleyball, Table Tennis, Athletics Programmes/competitions are organized on the college ground. Winners of such competition are awarded prizes and certificates. List and photograph of the winners are displayed on the college notice board.

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 is organizing lectures related to various areas of competitive exams. Details are given below:

Expert Lectures/Programmes organized during the year 2012-13

- (1) “Competitive Exams for students” on 25/07/2012
- (2) “Personality Development?” on 04/09/2012
- (3) “How to Face Interview?” on 09/01/2013
- (4) “What is after Graduation?” on 15/02/2013

Expert Lectures/Programmes organized during the year 2013-14

- (1) “Various Types of Competitive Exams” on 24/08/2013
- (2) Communication Skill on 09/09/2013.
- (3) “Job Opportunities after Arts Graduation& Commerce Graduation on 20/01/2014
- (4) UPSC & GPSC Exam Pattern” on 17/02/2014.

Expert Lectures/Programmes organized during the year 2014-15

- (1) “Positive Attitude” on 23/07/2014.
- (2) “English Basic Grammar” on 29/07/2014
- (3) “Gujarati Grammar in Competitive Exams” on 02/08/2014
- (4) Courses after Graduation” on 15/01/2015
- (5) “Competitive Exams after Graduation” on 12/02/2015
- (6) “Importance of Accountancy in Competitive Exams” on 26/02/2015

Expert Lectures/Programmes organized during the year 2015-16

- (1) A Training Programme on basic fundamentals of internet on 01/08/2015
- (2) “Reasoning” on 02/09/2015.
- (3) “Importance of Accountancy in Competitive Exams” on 04/01/2016.
- (4) “Preparation for NET/ GSET Exam” on 25/02/2016

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

Institute has constituted Grievance Redressal Cell and students have been informed about it. Personality abnormalities, memory retention and personal concerns are certain issues which have been dealt with. Career Counseling Cell and UDISHA Club have been constituted in order to provide guidance for various jobs for students. UDISHA Club is associated with Knowledge Consortium of

Gujarat, Government of Gujarat. Students’ career related issues are being solved by this club. Women Empowerment Cell actively provides personal and psycho-social support and mentors the girl students.

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 programmes).

The college has established Career Counseling Cell and UDISHA Club which caters the placement needs of the students. The students are able to get placed in various organizations/ industries with the help & guidance of this cell. Counseling services are provided to the students through the cell designated teachers. The faculty of the respective divisions also counsels the students. Job vacancies are also displayed on the notice board.

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

Institution has formed Grievances Redressal Cell which looks after the complaints received from stakeholders and tries to resolve those taking necessary measures. We have kept one suggestion box near the entrance gate of the college building. The students are asked to put their grievances in that box. The Chairperson of the Grievance Redressal Cell opens the box once in the week. He, with the committee members go through the grievances and discuss with the principal and remedies are suggested. Most of the questions are related to infrastructure in this institution. So as and when the problems arise are solved out by the grievance redressed cell immediately.

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

The college has established “Anti Raging Committee” which deals with the issues related to Sexual Harassment as well. This cell aims prevention of sexual harassment of any nature to women employees and students at work/study place in the jurisdiction of the institution. There are no issues reported regarding this since the inception of the institution.

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?

Anti-ragging committee consisting of the teacher representatives including Head of the Institution have been in operation. A board representing phone Numbers of the designated persons are displayed, so that the students can seek help in such cases. The college is very cautious regarding this menace. The Head of the institution and faculty members check the students through CCTV cameras make surprise visits and maintain interaction with the fresher's. Till date, no incident of ragging of any kind has been reported in the college.

5.1.13 Enumerate the welfare schemes made available to students by the institution.

The institution is working towards ensuring social justice through various Students welfare schemes. The following welfare schemes are made available to the students:

SCHOLARSHIPS: Details about the scholarships are displayed in the prospectus of the institution. The admin staff guides the students about various welfare schemes.

CAREER COUNSELLING CELL/UDISHA CLUB: This cell extends its service in career guidance, organizes lectures concerning career planning. General Knowledge Exams have also been conducted by this cell every year.

GRIEVANCE REDRESSAL CELL: One suggestion box near the entrance gate of the college building. The students are asked to put their grievances in that box.

The Chairperson of the Grievance Redressal Cell opens the box once in the month. He, with the committee members go through the grievances and discuss with the principal and remedies are suggested.

WOMEN EMPOWERMENT CELL: The Women Empowerment Cell organizes the activities that empower the women. The cell also arranges lectures and personal counseling which empowers them in legal matters, Women's Right, Celebration of Women's Day, How to Defend Ourselves during Attack, Awareness of Voting, Eradication of Blind Belief, Stopping of Female Foeticide, Health Awareness Programmes, etc.

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?

The institute has an Unregistered Alumni Association. The meeting for alumni association has been arranged once in a year. In this meeting the problem is discussed and feedback is taken and corrective steps to be taken for future. In annual function of institution, invitation to the alumni association is given. The alumni can contribute to the development of the institute by:

- Donating books
- Contributing to Socio-literal-cultural activities.
- Interaction with current students through lectures, group discussion, email etc. in the field of expertise.
- Helping in sports and cultural activities.
- Helping institute in evaluation of course and academic activities.
- Giving Prize / award in the field of Academic / sports / NSS / cultural activities etc.

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.

Student Progression	2010-11	2011-12	2012-13	2013-14	2014-15
UG to PG	133	113	110	158	92
PG to M.Phil.	Ours is a UG College				
PG to Ph.D.	Ours is a UG College				
Employed	NIL				
• Campus Selection					
• Other than campus recruitment					

5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme-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.

Completion Rate of Student

Course		Bachelor of arts			Bachelor of Commerce		
Year	Sem.	Appeared	Passed	Result %	Appeared	Passed	Result
2012-13	I	179	148	82.90	166	143	86.00
	II	156	153	98.00	166	154	92.00
	III	149	125	83.00	144	129	89.00
	IV	145	128	88.00	135	130	96.00
	V	223	221	99.00	141	140	99.00
	VI	218	218	100.00	138	138	100.00
2013-14	I	256	219	85.55	177	163	92.01
	II	239	209	87.45	167	155	92.81
	III	147	133	90.48	154	149	96.75
	IV	186	181	97.31	140	131	93.57
	V	128	127	99.22	128	124	96.88
	VI	127	126	99.22	128	126	98.43
2014-15	I	264	223	84.46	151	140	92.71
	II	247	162	65.58	140	111	79.28
	III	—	192	86.48	156	142	91.02
	IV	188	167	88.83	155	140	90.32
	V	120	116	96.63	135	133	98.52
	VI	122	126	95.83	133	129	96.99
2015-16	I	145	80	55.17	82	72	87.80
	II	136	74	54.41	90	73	81.11
	III	202	113	55.94	137	94	68.61
	IV	191	139	72.77	136	100	73.52
	V	175	173	98.85	142	133	93.66
	VI	177	154	87.00	144	138	95.83

Course		Bachelor of Computer Application			Bachelor of business administration		
Year	Sem.	Appeared	Passed	Result %	Appeared	Passed	Result %
2012-13	I	16	15	93.75	-	-	-
	II	15	15	100	-	-	-
	III	-	-	-	-	-	-
	IV	-	-	-	-	-	-
	V	-	-	-	-	-	-
	VI	-	-	-	-	-	-
2013-14	I	54	47	87.04	32	32	100
	II	~	43	97.93	32	32	100
	III	15	12	80	-	-	-
	IV	14	14	100	-	-	-
	V	-	-	-	-	-	-
	VI	-	-	-	-	-	-
2014-15	I	55	49	89.1	28	28	100
	II	54	47	87.04	28	28	100
	III	-	43	97.72	32	32	100
	IV	34	32	94.12	32	32	100
	V	14	5	35.71	-	-	-
	VI	14	14	100	-	-	-
2015-16	I	32	32	100	36	34	94.45
	II	29	26	89.65	37	21	56.75
	III	46	45	97.83	31	30	96.77
	IV	47	34	72.34	30	30	100
	V	43	38	88.37	28	28	100
	VI	42	40	95.24	27	27	100

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

The career Counseling /UDISHA Club of the College organizes regular special

lectures to help the students to know job opportunities, upcoming trends and situations likely to be vacant in different fields. They are also guided about personality develops and how to face interviews. In this way institute develop entrepreneurial skill among students. Faculty members also help students in this regard. Parents are also guided regarding this in the Parent-Teacher meetings.

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

The college arranges mentoring classes for the weaker students and slow learners to help them win anxiety of a failure and bring their interest back to the subject of study. They are also motivated by personal counseling. Parents, in the Parent-teacher Meet, are also asked to make their wards continue education as there are enough opportunities of getting job once their wards are graduated.

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.

Sports Events: The sports committee of the college conducts sports events regularly like Long jump, High jump, Javelin throw, Disc throw, Short put throw, Volley ball, Table-Tennis, Throw ball, Traditional Games like Nargol, Gili Danda, badminton, Kho-Kho, vighnadoud, Musical Chair, Slow Cycle, Lemon Spoon, etc.

Cultural Events –Every year the college has been organizing cultural activities such as solo and Group Dance, Singing, Mehendi, Painting, Rangoli, Duha Chhand, Slow Vocal Song, Folk Song, Mimicry, Group Song etc.

Extra- curricular activities: Extra- curricular activities are covered under the various committees and NSS wing. Blood donation camps, Electoral role enrollment, Eradication of Blind Believes and other such activities have been organizes by NSS Units every year in the special camps. Details of sports and cultural activities are given in the following table.

Sports Activities

2011-12	I-Cross Country	03	One Select
	II- Youth Festival	13	Nine Select(South Zone) Three Select(Inter Zone)
2012-13	I. Kabaddi(Girls)	12	One Select
	II. Volleyball(Girls)	12	One Select
	III. Youth Festival	15	Three Select(Uni.)
2013-14	I. Volleyball(Girls)	12	One Select
	II. Volleyball (Boys)	12	Two Select
	III. Youth Festival	11	Three Select
2014-15	I. Volleyball(Girls)	12	One Select
	II. Volleyball(Boys)	12	Two Select
	III. Youth Festival	08	One Select
	IV. Athletics	02	One Select
2015-16	I. Volleyball(Boys)	12	Two Select
	II. Tennis, Volleyball	09	Three Select(National Level)
	III. Tennis, Football	09	Three Select(National Level)

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.

- Volleyball(Girls) State -level One selected in Khel Mahakumbh- 2012-13
- Volleyball (Boys) Two selected in District Level Khel Mahakumbh-2012-13
- Kabaddi(Girls) One Selected at Inter-university Select-2012-13
- Youth Festival at University 2012-13
 1. Collage- First
 2. Poster making- Second
 3. Duha Chhand- Second
 4. Swar-vadya- Third
- Volleyball(Girls) University level Selected one girl in Semi Final 2013-14
- Chess (Boys) at Amreli College 2013-14
- Volleyball(Boys) Two Boys selected at university level 2013-14
- Youth Festival at University 2013-14
 1. Cartooning- First

2. Collage- First
 3. Drawings- Second
 4. Swar-vadya- Second
 5. Duha-chhand- Third
- Khel Mahakumbh
 1. Volleyball(Girls) Team First In District Level
 2. Volleyball(Boys) –Team Runner up In District Level
 3. Athletics (Chakra Fek) –First
 4. Tug of War(Boys) Amreli District –Third
 5. Kabaddi(Boys) Amreli District- Second
 6. Kabaddi(Girls) Amreli District- Third
 - Volleyball(Boys) Two Boys, Inter university Played -2014-15
 - Volleyball(Girls) One Girl selected for inter University-2014-15
 - Youth Festival at University 2014-15
 1. Drawings- First
 2. Athletics (Chakra Fek) First

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?

Yes, the institution has the following effective mechanism to seek and use data and feedback from its graduates and employers to improve the growth and development of the institution.

- The institution also has regular communication with employees and uses their response to improve upon its weakness and build upon its strengths.

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.

- Students are encouraged to write wall magazines, departmental activities and various news regarding subject/faculty and display on display boards of all the faculties.

- The students are motivated to enhance their quality by writing articles/essays/poems and put those events on the notice board.

5.3.5 Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

Yes, the college has Student Council or similar body.

- **Major activities of the student council**
 1. To conduct the assembly, maintain discipline and cleanliness in the institution.
 2. To organize functions like Annual Day, Navaratri, etc.

5.3.6 Give details of various academic and administrative bodies that have student representatives on them.

The College believes in student centric practices and student participation in all the dimensions of campus life. Students take active part in various committees.

The student representatives are in:

1. Internal Quality Assurance Cell
2. Admission Committee
3. Disciplinary Action Committee And Grievance Redressal Cell
4. Examination Committee And Timing & Annual planning Committee
5. U.G.C. Correspondence Committee
6. Student Counseling Centre
7. N.S.S., Social Activity & Social Interaction Cell
8. Sport Club
9. Research Committee
10. 'Shakti'-Women's Empowerment Cell
11. SC/ST/OBC Cell
12. Literary Circle
13. Cultural Committee & Extra- Curricular Activity
14. First Aid Centre
15. Environment Awareness Cell/ Nature Club
16. Loan And Fund Committee

17. Renovation And Maintenance Committee
18. Study Tour Committee
19. Library Advisory Committee
20. Alumni Association
21. Parent Teacher Association

5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution.

The faculty of the college maintains good relation with the alumni association and any suggestions given by them regarding the academic improvement are considered by the IQAC Committee. But during the entire period of its existence, a few alumni in their individual capacity have involved in academic support by associating themselves in various institutional activities.

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

To empower the youths of the region by providing them access to higher education with special emphasis on cultural inheritance and global competence.

Mission

- To create conducive milieu for teaching –learning activities.
- To contribute in noble task of nation building by providing value based education.
- To make sustained efforts for making youths intellectually alive and socially responsible citizens.
- To provide education which foster among youth's qualities like positive attitude, good conduct and familiar values etc.
- To infuse knowledge, skill and confidence among the youths of the region.
- To give professional and vocational education.

Institution's Distinctive Characteristics

- The main impel of the institution is to prepare the students to achieve core competencies to meet the global requirements successfully. Innovative and creative in its approach, it develops skilled human resources of a high caliber.
- With an objective to accommodate to the needs of the economy, society and the country as a whole, the institution contributes substantially to the development of the Nation.

- Through extensive sports activity, the college inculcates professionalism and sportsmanship in its students for the promotion of a culture of peace and progress.
- Its co-curricular/cultural program promotes and revives Indian tradition, culture, heritage and spiritual philosophy. Extension activities through learned discourses, awareness-raising campaigns and camps seek social justice and equal opportunity for all.
- To keep pace with time, the college aims at providing state-of-the-art equipment to facilitate teaching-learning process. It makes conscious effort to invest in latest hardware and software and orient the faculty suitably so that the students can have rich learning experience and develop skills required for employment in the national and international market.

6.1.2 What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?

In the Institute all The Management department, Principal and Faculty members makes their plans in design and implementation of its quality policy and plans played an important role in:

- Scheming and implementation of annual plan for quality enhancement.
- Progress of research activities for staff and students.
- Usage of innovative teaching methods, including ICT.
- Greater contact with experts from various fields through guest lectures.
- development and application of quality bench marks/parameters for various academic and administrative activities of the Institution
- Creation of learner centric environment, conducive for quality education
- Planning of action plan“ chalked out by the IQAC in the beginning of every year towards quality enhancement.
- Feedback responses from students.

The IQAC meets twice in a year and discusses the planning of the year in advance and how much the last year plan was implemented. Action taken report was also prepared.

6.1.3 What is the involvement of the leadership in ensuring?

- The policy statements and action plans for fulfillment of the stated mission.
- Formulation of action plans for all operations and implementation of the same into the institutional strategic plan.
- Communicate with stakeholders. Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders.
- The College has establish various Committees for gathering information about various aspects of the college functioning The Principal, Teaching and non-teaching staff play an important role in the planning and implementation of activities in different spheres of institutional functioning.
- Apart from this, information available in student feedback forms and information available in API forms of teachers help the authorities, to take proper plans to support for these policies.
- The management encourages the involvement of the college staff, which is necessary for the efficient and effective running of the College.
- The role of the Principal is multi-dimensional. Principal is responsible for both the academic and administrative functioning of the College.

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?

The institution has constituted an effective Internal Quality Assurance System. The quality performance is reviewed from time to time through this system for continued sustainability. The Principal of the college has complete autonomy to govern the institution within the purview of the rules and regulations framed by the government and University. In the beginning of the academic year, the college annual calendar is prepared and the responsibilities are distributed. Institution appoints the chairperson for various committees. The committees prepare action plans and submit to the principal for approval. The committees carry out the activities and submit the report of the work done to the Principal. All these activities are evaluated by the IQAC. The administrative staff is also included in these activities. The roles and responsibilities are assigned to them as well.

6.1.5 Give details of the academic leadership provided to the faculty by the top management?

The top management of institute encourages faculty to motivate them and supports the improvement of staff in the institutional progress. Through open discussions the Head of the institution and members time to time interaction with each other's. The management encourages and supports the involvement of the staff in the improvement of the efficiency of the institutional process. Each staff member is appointed as the chairperson in committees.

6.1.6 How does the college groom leadership at various levels?

The Top Management and the Principal remains in touch and maintains cordial harmony. The principal enjoys the power of academic leadership, collaboration between the staff and the management. College conducts various activities like Teachers' Day, World Environment Day, Sanskrit Day, Hindi Day, Woman's Day, NSS Day, Blind Day, and Kalidas Memory Day etc. in which student leadership develops and they come to know more about it.

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 Institute has different departments, committee and delegates authority to their heads, to work independently and work out all events consulting other faculty members. Within the departments, harmonized the teachers, and students work in a co-operative spirit, helping and motivating each other and encouraging every individual to grow and make decisions to make action plans for each department.

6.1.8 Does the college promote a culture of participative management? If "yes", indicate the levels of participative management.

The Institute its preventative plans and set-up, where each unit have a freedom to innovate and plan its perspectives of development The management and faculty actively takes important role in govern various cultural activities maintained and implemented to bring coordination.

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?

The aspect plans and policies are arranged by the IQAC based on the activities proposed by different units/committees for the every year. It is finalized and submitted to the principal for study and implementation.

The Principal and Heads of departments give the detailed instructions regarding the policy to each member of the faculty. The student performance is reviewed after every terminal exam, and changes are built-in where required.

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 institution has an aspect plan for development. It is developed in the following manner:

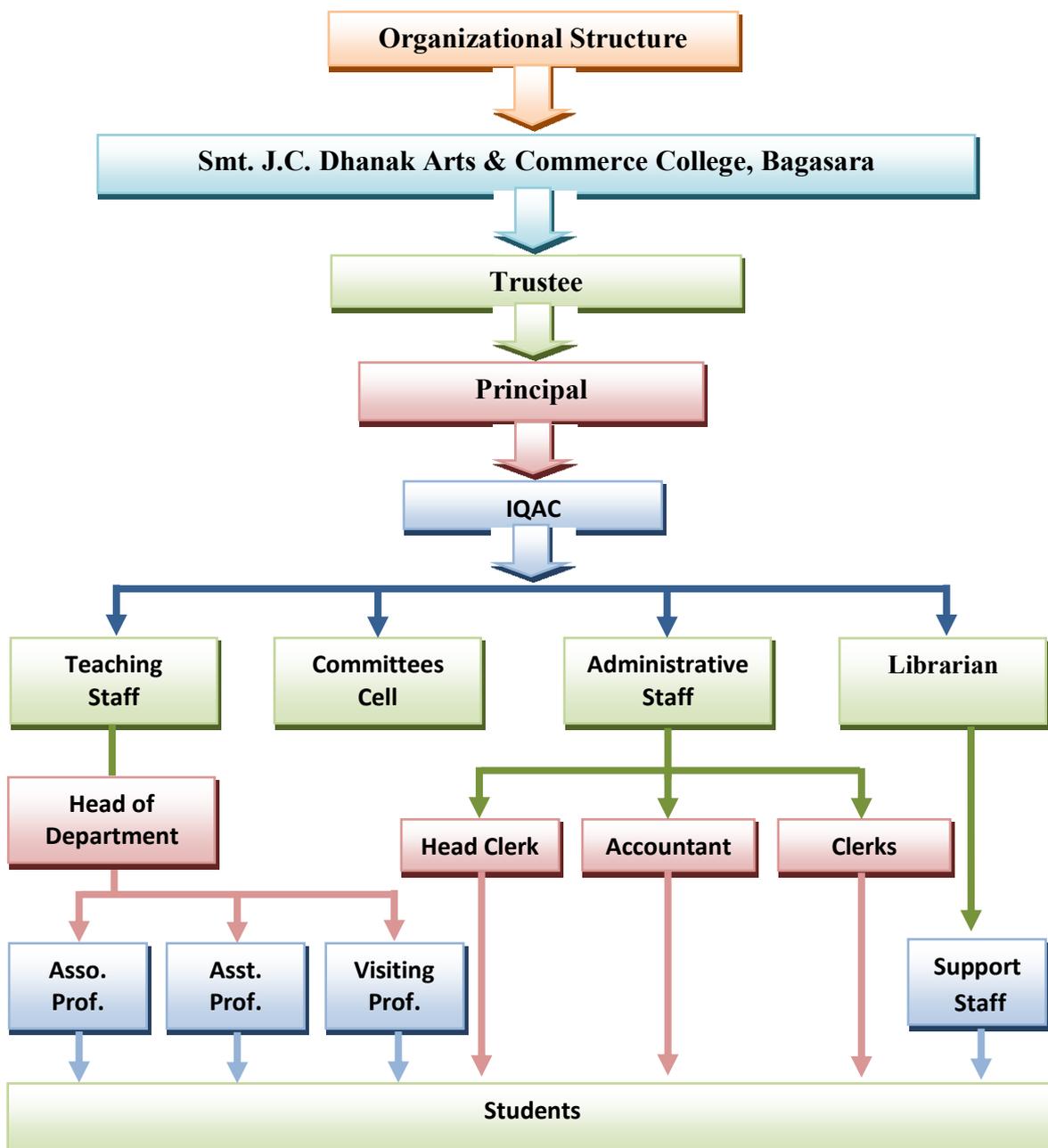
- Checking out annual calendar for co-curricular and extra-curricular activities
- Involving the students in the college inter-college, State and National level activities
- Representation of the college activities at the AAA - monitoring agency working under higher education commissioner of Gujarat.
- Current academic year affiliated university is started student development program (SDP) is benefited to students relates to employability.

6.2.3 Describe the internal organizational structure and decision making processes.

The college has developed resourceful internal coordinating and monitoring mechanisms. In cognizance with the educational needs and demands of the nation in general and beneficiaries of the college in particular, the goals are set through collaborative and collective efforts of various components of the institution. Thereafter, the responsibilities are assigned to individual teachers and departments. At this juncture, the conveners play significant role along with the principal to monitor the progress and carry out the work.

The college has a democratic set-up, where each unit is given fullest freedom to innovate and plan its perspectives of development, yet it operates through a structured organization for disciplined and smooth working. The line of hierarchy is maintained and the code of conduct is implemented to bring harmony and unity in its various committees.

Structure and Functioning of various academic and administrative bodies of the institution:



The principal heads both the academic and administrative departments of the college and delegates the administrative work to the HODs charge of the academic

and the administrative functioning of the departments. The teaching staff takes care of the curricular aspects and arranges related co-curricular and extracurricular activities.

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 Management**
- **Industry Interaction**

Teaching & Learning

For the quality improvement strategies of the institution to make student more efficient & active, so they can think, analyses and make a creative learning. Their individual needs are properly addressed. The admissions of students are strictly followed based on the rules and regulations set by the Saurashtra University and Government of Gujarat. The college admits all types of students. Special considerations are given to the financially weak and disadvantaged students through scholarships and other schemes. Teaching innovations through modern teaching aids and ICT facilities make the learning process interesting and student friendly. Students are provided with library resources, internet facilities, etc. to achieve qualitative improvement in teaching learning process. Various Co-curricular and extra-curricular activities are held through 'Saptdhara' and other activities organized to make them self-reliant, confident and independent. The faculties are competent and dedicated. The teachers are given full permission to enrich their knowledge through seminar, orientation courses etc. The academic progress of the students is monitored through continuous internal assessment in its various components.

Research & Development

The institute hasn't had a recognized research Centre (Saurashtra University doesn't give "Research Centre" to any of the affiliated college). The faculty is

very much aware of the growing importance of the research based education. College encourages the teachers for research work. Consequently, out of twenty three faculty members, twelve are Ph.D. holders and four faculty members have completed Minor Research Project. Principal supports the professional developments of the faculty and encourages them to undertake research and to participate in Conferences, Seminars, Orientation courses, Refresher courses, workshop and Faculty development programs by sanctioning study leaves.

Community Engagement

Institute organizes different addition and conceals activities like blood donation camps, For NSS and NCC students free medical checkups, destruction of blind belief, Environment Awareness, celebration of various Days etc. and Women's Empowerment and engage community in these programs.

The NSS officers co-ordinate various extension activities of the college. Through NSS, students are encouraged to undertake Social work, health-hygiene awareness, medical camp, literacy, blood donation, environmental awareness etc. Students and teachers participate in N.S.S. activities.

Human Resource Management

The Institute follows the process of evaluating sufficient human power requirements, staff recruitment, observing and planning professional development programs for personnel development. The institute interacts with outsiders and consults other institutes to discuss on various issues for the improvement of Education system. Students have participated in culture programs held at various places. The college organizes Industrial Visit to make students to learn a lot from these visits.

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 top management and head of the institution (principal) are always in associated mode with each other. The principal gets the feedback from teachers,

students with regards to the teaching quality, curriculum, and extracurricular activities campus development and discusses with the management. These are also been discussed in the IQAC meeting, parent-teacher and alumni meetings. After thorough discussion and deliberation, the existing facilities and activities of the institution are reviewed and decisions are taken for their execution.

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 stimulates and supports the involvement of the staff in the improvement of the effectiveness and efficiency of the institutional process. The management through the principal involves the staff members in various activities related to the development of the college. The staff members and HOD"s involve in various committees to sustain and enhance the quality in education.

6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

The Management of the college keeps on working for the betterment of the institution. The Management Council passed the resolution to construct other building worth Rs. 3927180/- given by the trust in A.Y 2014-15.

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 university makes a provision for according the status of sovereignty to the college and the college is affiliated since 1 August 1988 and the college always ruminates better issues.

6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?

The Institute has constituted a Disciplinary Action Committee and Grievance Redressed Cell and Student Council. These Cells meet once in every week and discuss the matter with Principal to solve the problem. The stakeholders are

informed to write their complaints on a piece of paper undesignated. The chairperson of the cell opens this box at the end of every week and tries to resolve the complaints.

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?

No, there had not been any instances of court cases filed against the institution since last four year.

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?

As the institution has adopted representative approach, it values student's feedback significant and after analyzing it, takes steps and measures for better performance. In recent years the following facilities were created at the demand of the students to enhance the overall performance of the institution.

- A separate library Room was created to enable the students to sit and study their own books during their free periods in the college.
- Students are provided sports equipment and other needed facilities.

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 Head of the Institute recognizes the individual abilities, areas of interest of the faculty, and accordingly allocates the responsibilities. The research committee encourages each faculty members to participate in seminar/conferences/workshops/training programs in other colleges. IQAC conducts faculty development program wherever necessary.

- A Training Programmed to Teaching Staff on "PPT and Classroom Teaching" is organized every year

- Faculty members were sent to a work shop on Preparation of Minor Research Project organized by KCG.

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 Head of the Institute motivates and administers to appoint faculties for training programs. Institute intensify the foremost use of Audio – Visual aids in teaching – learning process, as to make the students easily to grip and understand thoroughly the content of the concerned subjects and students learn more from it.

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.

College has enlarged appliance to collect feedback on “teacher’s performance by the students” in the printed form. Students are asked to express their frank views about the teaching ability and their academic excellence of the teacher in their respective subjects. These data are analyzed and outcome is shared with the concerned teacher. When staff members get any achievement they are rewarded with shawl and certificate of appraisal on ‘Annual Day’ celebration.

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?

- All the Performance Appraisal Reports (Academic Performance Reports) are reviewed by the Principal. This system was in place since long. As the API Performa is declared by UGC, we have implemented it and the faculties are submitting their performance appraisal reports as per API Performa only. This system is communicated to each staff members in the meetings.

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 staff members are getting pay scales as per UGC norms by Government of Gujarat.
- They are getting annual increments in July every year.
- General Provident Fund and Medical facilities are also provided to all of them.

6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?

The college provides pay scales as per UGC rules and security of service to the faculty and other staff who have desired qualifications, knowledge and skills. Those who are employed on contractual basis are offered better pay scales and assurance of job in comparison to other educational institutions in the city/district. They are continued in the coming sessions. In some cases additional increment is also paid to a candidate with good skills and qualification.

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?

Institute makes profound efforts to accommodate to the educational requirements of students. As per the need of each unit of the college, the funds are allocated or grants are applied as per UGC schemes and Government of Gujarat. Income/expenditure is closely monitored by the accounts branch. The institution is liberal yet follows the strategy of restraint as far as the expenditure is concerned. The regular audit of the budget also exercises check on the expenditure. All type of accounts is audited by the Chartered Accountant.

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.

- Internal audit is done by the Chartered Accountant (2014-15) annually.
- External audit (Account of General (AG) was carried out by Government of Gujarat as per their schedule.

- There was no significant objection raised from internal auditor or external auditors.

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.

- The major sources of institutional receipts/funding are from students, government and UGC.
- The deficit is managed by taking loan from the Trust.
- The audited statements of academic and administrative activities of the last four years are attached along with this aid:

C. Joshi & Co. Chartered Accountants Hingraj Deri Road, PORBANDAR Phone : 2244666, 2244677 Cell : 94264 73999 E-mail : cjoshico@yahoo.co.in			
SHRI GIRDHARLAL BHURABHAI DHANAK LOK KALYAN TRUST Bagasara Managed. Smt. J.C. Dhanak Arts & Commerce Collage, Bagasara Income & Expenditure Account from 1-4-2012 to 31-3-2013			
Expenses	Rupees	Income	Rupees
Salaries : Schedule -1	20663162.00	Grant :	
Computer Expenses	✓ 2500.00	Salary Grant	20663162.00
Building Rent	✓ 70000.00	Adjustment Grant	128000.00
Electricity	✓ 80310.00	Fees :	
Travelling	✓ 44830.00	Schedule - 2	476990.00
Printing Stationery	✓ 22745.00	Bank Interest	20.00
Sanitation Expenses	✓ 16515.00		
Insurance	✓ 2809.00		
Misce. Expenses	✓ 8675.00		
Telephone Expenses	✓ 3317.00		
Other Salaries	✓ 77300.00		
Postage	✓ 5067.00		
Sports Expenses	✓ 27862.00		
Audit Fees.	✓ 7500.00		
Bank Commission	✓ 2036.00		
Nagarpalika Taxes	✓ 27957.00		
Principal vehicle allowance	✓ 4800.00		
Celebration Expenses	✓ 20700.00		
Legal Expenses	✓ 2500.00		
	21090585.00		
Surplus : to Balance Sheet	177587.00		
Total Rs.	21268172.00	Total Rs.	21268172.00

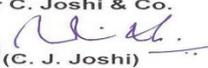
Verified & found correct.

PORBANDAR

Date : 14-08-2013

Principal

For C. Joshi & Co.



(C. J. Joshi)
Proprietor



C. Joshi & Co.

Chartered Accountants

Hingraj Deri Road, PORBANDAR

Phone : 2244666, 2244677

Cell : 94264 73999 E-mail : cjoshico@yahoo.co.in

SHRI GIRDHARLAL BHURABHAI DHANAK LOK KALYAN TRUST

Bagasara Managed.

Smt. J.C. Dhanak Arts & Commerce Collage, Bagasara

Balance Sheet as on 31st March, 2013

Liabilities	Rupees	Assets	Rupees
General Fund :		Furniture Fixtures	
As per last year	1000000.00	As per last year	633365.00
Other Fund : As per last year		Library Books	
Computer Lab Grant	250000.00	As per last year	816808.55
Deposit :		Addition	<u>180957.00</u>
Shree G.B. Dhanak			997765.55
Lok Kalyan Trust.	122111.11	Advance :	
Other Liabilities		D. E. Staff P. F.	11119781.00
Staff P. F.	11119781.00	Electricity Deposit	14914.00
Scholarship	64200.00	Telephone Deposit	1661.00
Income-Expenditure Account		Bank Balance	425598.27
As per last year	459461.71	Cash on hand	56.00
Surplus during the year	<u>177587.00</u>		
	637048.71		
Total Rs.	<u><u>13193140.82</u></u>	Total Rs.	<u><u>13193140.82</u></u>

- Remark :** 1. Produce Statement of Individual PF Balances.
2. Take physical inventory of Furniture and Library books

Verified & found correct.

PORBANDAR

Date : 14-08-2013

For C. Joshi & Co.

(C. J. Joshi)
Proprietor

Principal

C. M. Joshi & Co.

Chartered Accountants
Hingraj Deri Road, PORBANDAR
Phone : 2244666, 2244677
Cell : 94264 73999 E-mail : cjoshico@yahoo.co.in

SHRI GIRDHARLAL BHURABHAI DHANAK LOK KALYAN TRUST
Bagasara Managed.
Smt. J.C. Dhanak Arts & Commerce College, Bagasara
Income & Expenditure Account from 1-4-2013 to 31-3-2014

Expenses	Rupees	Income	Rupees
Salaries : Schedule -1	21299944.00	Grant :	
Computer Expenses	9600.00	Salary Grant	21299944.00
Building Rent	70000.00	Adjustment Grant	156400.00
Electricity	71540.00	Fees :	
Travelling	29430.00	Schedule - 2	577720.00
Printing Stationery	37378.00		
Sanitation Expenses	5900.00		
Insurance	2809.00		
Misce. Expenses	9702.00		
Telephone Expenses	3354.00		
Other Salaries	112850.00		
Postage	1795.00		
Sports Expenses	32575.00		
Audit Fees.	8000.00		
Bank Commission	2592.00		
Nagarpalika Taxes	27957.00		
Principal vehicle allowance	4800.00		
Celebration Expenses	9700.00		
Legal Expenses	2500.00		
	21742426.00		
Surplus : to Balance Sheet	291638.00		
Total Rs.	22034064.00	Total Rs.	22034064.00

Verified & found correct.

PORBANDAR

Date : 12-06-2014

Principal



For C. M. Joshi & Co.

Milinda C. Joshi

(Milinda C. Joshi)
Partner

C. M. Joshi & Co.

Chartered Accountants

Hingraj Deri Road, PORBANDAR

Phone : 2244666, 2244677

Cell : 94264 73999 E-mail : cjoshico@yahoo.co.in

SHRI GIRDHARLAL BHURABHAI DHANAK LOK KALYAN TRUST

Bagasara Managed.

Smt. J.C. Dhanak Arts & Commerce College, Bagasara

Balance Sheet as on 31st March, 2014

Liabilities	Rupees	Assets	Rupees
General Fund :		Furniture Fixtures	
As per last year	1000000.00	As per last year	633365.00
Other Fund : As per last year		Addition	<u>6205.00</u>
Computer Lab Grant	250000.00		639570.00
Deposit :		Library Books	
Shree G.B. Dhanak		As per last year	997765.55
Lok Kalyan Trust.	122111.11	Addition	<u>108338.00</u>
Other Liabilities			1106103.55
Staff E.P.F.	50290	Advance :	
Staff P. F.	12453002.00	Staff E.P.F.	50290.00
Scholarship	659306.00	D. E. Staff P. F.	12453002.00
Saurashtra University	6810.00	Electricity Deposit	14914.00
Income-Expenditure Account		Telephone Deposit	1661.00
As per last year	637048.71	Bank Balance	1204546.27
Surplus during the year	<u>291638.00</u>	Cash on hand	119.00
	928686.71		
Total Rs.	<u>15470205.82</u>	Total Rs.	<u>15470205.82</u>

- Remark : 1. Produce Statement of Individual PF Balances.
2. Take physical inventory of Furniture and Library books

Verified & found correct.

PORBANDAR

Date : 12-06-2014



For C. M. Joshi & Co.

Milinda C. Joshi(Milinda C. Joshi)
Partner

Principal

C. M. Joshi & Co.

Chartered Accountants

Hingraj Deri Road, PORBANDAR

Phone : 2244666, 2244677

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Shri Girdharlal Bhurabhai Dhanak Lok Kalyan Trust Bagasara Managed
Smt. Bhanumati Vrujlal Dhanak Arts, Commerce, Science & Management College - Bagasara

(Old Name) : Smt. J.C. Dhanak Arts & Commerce College, Bagasara

Income & Expenditure Account from 1-4-2014 to 31-3-2015

Expenses	Rupees	Income	Rupees
Salaries : Schedule -1	✓ 28726993.00	Grant :	
Computer Expenses	✓ 55570.00	Salary Grant	28726993.00
Building Rent	✓ 70000.00	Adjustment Grant	195509.00
Electricity	89950.00	Fees :	
Travelling	35903.00	Schedule - 2	607580.00
Printing & Stationery	23590.00	Bank Interest	40.00
Sanitation Expenses	19560.00		
Insurance	2809.00		
Misce. Expenses	5525.00		
Telephone Expenses	3835.00		
Other Salaries	142150.00		
Celebration Expenses	11655.00		
Postage	636.00		
Sports Expenses	17600.00		
Audit Fees.	8000.00		
Bank Commission	1877.00		
Municipal Taxes	31877.00		
Principal vehicle allowance	4800.00		
Advertising Expenses	9000.00		
Legal Expenses	3000.00		
Surplus : to Balance Sheet	265792.00		
Total Rs.	29530122.00	Total Rs.	29530122.00

Verified & found correct.

PORBANDAR

Date : 29-4-2015



For C. M. Joshi & Co.

Milinda C. Joshi
(Milinda C. Joshi)
Partner
Mem. No. 133512

C. M. Joshi & Co.

Chartered Accountants

Hingraj Deri Road, PORBANDAR

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Shri Girdharlal Bhurabhai Dhanak Lok Kalyan Trust Bagasara Managed
Smt. Bhanumati Vrujlal Dhanak Arts, Commerce, Science & Management College - Bagasara
(Old Name) : Smt. J.C. Dhanak Arts & Commerce College, Bagasara

Balance Sheet as on 31st March, 2015

Liabilities	Rupees	Assets	Rupees
General Fund :		Furniture Fixtures	
As per last year	1000000.00	As per last year	639570.00
Other Fund :		Addition	<u>75000.00</u>
Computer Lab Grant	250000.00		714570.00
Deposits :		Library Books	
Shree G.B. Dhanak		As per last year	1106103.55
Lok Kalyan Trust.	122111.11	Addition	✓ <u>170748.00</u>
Other Liabilities			1276851.55
Staff P. F.	14506351.00	Advance :	
Staff E. P. F.	160390.00	D. E. Staff P. F.	14506351.00
Scholarship E.B.C.	623547.00	Staff E. P. F.	160390.00
Income-Expenditure Account		Electricity Deposit	14914.00
Surplus during the year	928686.17	Telephone Deposit	1661.00
Last year Debit Balance	<u>265792.00</u>	Bank Balance	1182095.27
	1194478.71	Cash on hand	45.00
Total Rs.	<u>17856877.82</u>	Total Rs.	<u>17856877.82</u>

Remark : 1. Produce Statement of Individual PF Balances.
2. Take physical inventory of Furniture and Library books

Verified & found correct.

PORBANDAR

Date : 29-4-2015

For C. M. Joshi & Co.

*Milinda C. Joshi*

(Milinda C. Joshi)
Partner
Mem. No. 133512

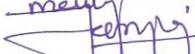
V. J. MARU & ASSOCIATES
Chartered Accountant
Rajkot

Shree Girdharlal Bhurabhai Dhanak Lok Kalyan Trust-Bagasara Managed			
Smt. Bhanumati Vrujlal Dhanak Arts, Commerce, Science&Management College-Bagasara (Old Name) Smt. J. C. Dhanak Arts & Commerce College - Bagasara			
INCOME & EXPENDITURE A/C. FOR THE YEAR ENDED 31-03-2016			
EXPENSES	AMOUNTS [RS.]	INCOME	AMOUNTS [RS.]
To Administrative Expenses		By Grant Income	
Salary Exp.As Per Schedule"1"	30048277.00	Salary Grant Income	30048277.00
Computer Exp.	122580.00		
Building Rent Exp.	70000.00		
Electricity Exp.	96600.00	By Fees Income	
Travelling Exp.	55005.00	As Per Schedule "2"	470380.00
Printing & Stationery Exp.	39525.00		
Sanitation Exp.	56700.00		
Insurance Exp.	3021.00		
Miscellaneous Exp.	25140.00		
Telephone Exp.	4472.00		
Other Salaries Exp.	175300.00		
Postage Exp.	725.00		
Sports Exp.	46355.00		
Audit Fees Exp.	8000.00		
Bank Commission Exp.	3203.00		
Municipality Taxes Exp.	30977.00		
Principal Vehicle Allowance	4800.00		
Celebration Exp.	18965.00		
Legal Exp.	4000.00	To Excess of Exp. Over Income	
Website Exp.	14750.00	Transfer to Balance Sheet	309738.00
	30828395.00		30828395.00

Examined and found correct

For, V. J. MARU & ASSOCIATES

Chartered Accountant



(Vanraj) Maru

Proprietor

M. No. 141899

Date : 15/06/2016

Place : Rajkot



For, SMT B. V. DHANAK ARTS, COMMERCE, SCIENCE
& MANAGEMENT COLLEGE - BAGASARA

Principal

Date : 15/06/2016

Place : Bagasara

V. J. MARU & ASSOCIATES
Chartered Accountant
Rajkot

Shree Girdharlal Bhurabhai Dhanak Lok Kalyan Trust-Bagasara Managed			
Smt. Bhanumati Vrujlal Dhanak Arts, Commerce, Science&Management College-Bagasara (Old Name) Smt. J. C. Dhanak Arts & Commerce College - Bagasara			
BALANCE SHEET AS AT 31-03-2016			
LIABILITIES	AMOUNTS [RS.]	ASSETS	AMOUNTS [RS.]
General Fund		Fixed Assets	
As Per Last Year	1000000.00	Furniture A.P.L.Y. 714570.00	
		Add : During Year 36700.00	751270.00
Other Funds			
Computer Lab Grant A.P.L.Y.	250000.00	Books Purchase LY 1276851.55	
		Add : During Year 145063.00	1421914.55
Deposites			
Shree G. B. Dhanak Lok Kalyan Trust - Bagasara A.P.L.Y.	122111.11	Loans, Advances & Deposites	
		D.E. Staff P.F.	16348351.00
Other Current Liabilities		Staff E.P.F.	280778.00
Staff P.F.	16348351.00	Electricity Depo LY 14914.00	
Staff E.P.F.	280778.00	Add : During Year 13668.00	28582.00
Scholarship EBC	1200.00	Telephone Deposit A.P.L.Y.	1661.00
Scholarship	3416.00		
NMEICT Net Connection	407.00	Cash & Bank Balances	
		Bank A/c	58377.27
Income & Expenditure Account		Cash On Hands	70.00
Balance As Per Last Balance Sheet	1194478.71		
Less : Deficit Of Year -309738.00	884740.71		
	18891003.82		18891003.82
			0.00

Examined and found correct

For, V. J. MARU & ASSOCIATES
Chartered Accountant

(Vanraj K. Maru)
Proprietor

M. No. 141899
Date : 15/06/2016
Place : Rajkot



For, SMT B. V. DHANAK ARTS, COMMERCE, SCIENCE
& MANAGEMENT COLLEGE - BAGASARA

Principal

Date : 15/06/2016
Place : Bagasara

6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

- Main source of fund for the institute is UGC and Government of Gujarat.
- In addition to this, the trust has helped to construct administrative building worth Rs.3927180/-.

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?

Yes, the Institute has confirmed an Internal Quality Assurance Cell (IQAC) which develops plans, implement progress oriented programs. It governs and administers all other committees to ensure quality in academic and administrative systems.

- The committee members of IQAC in discussion with coordinators, the top management and Head and Teachers- in-charge committees frame a standard operational plan in the beginning of the academic session.
- An activity calendar is prepared and strategic instructions are evolved for quality enhancement and quality sustenance of the institutional programs.
- Beyond attaining brilliance in Academics, Sports and Extra-curricular/Co-curricular Activities, the IQAC intensifies the value system by introducing moral understanding among the students, stimulate them to the needs of the community, promote marketing skills, transmission skills, self-employment and employability and positive thinking among the scholars.

The IQAC meeting focuses on the following issues:-

- Arrangement of Annual Teaching Plan from each teacher before the advancement of the academic year and the principal assesses each teacher’s report at the end of academic year.
- Check progress report at every month and assess report at the end of academic year.

- Assessment of Teachers by the students.
- Assessment of schedule by the students.
- Over-all Assessment of campus development.
- Infrastructural fulfillments.
- Specification of faculty and students in terms of teaching and accessories, machines, books, journals etc.
- Intention of parents from the institution.
- Awareness programs for students.
- The master plan for further enhancement in sports, academic, cultural activities.
- Schemes for the advancement of culture and heritage of India.

b. How many decisions of the IQAC have been approved by the management/ authorities for implementation and how many of them were actually implemented?

There is no requirement of taking more approval of administration authorities to implement any determination as there is an illustrative from management side in the IQAC. The decisions taken by IQAC are final. During the last some years, the following decisions are taken in the IQAC meeting and all of them were implemented.

- Construction of new building.
- Introduce a faculty wise student uniform.
- Improvement of library and library facilities
- Promotion of research activities among faculties
- Renewal of existing infrastructure facilities
- Acquire of more books for competitive exams.
- Acquire of more sports equipment and other required equipment.

c. Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.

The IQAC has two external members on its committee. They are Mr. Nikunjhai Bhut and Mr. Rajnishbhai Gajera. They furnish a lot to enhance quality of the

performance of the college. They are the guiding force behind the events held in college. Besides, they enable the college to improve its academic infrastructure.

d. How do students and alumni contribute to the effective functioning of the IQAC?

There are two members from student side or two members from Alumni in the IQAC. But there is no significant contribution from them for effective functioning of the IQAC.

e. How does the IQAC communicate and engage staff from different constituents of the institution?

The various committees build up by the IQAC are always aware of the Academic and administrative needs. Field of interest and skill are identified from faculties and they are appointed as the chairperson in the committee they are interested in. Thus, they become equipped for quality assurance of the institution's various activities. Further at the time of execution of the plans, the staff members and students are involved. As they are with IQAC from the seeding, planting, and cultivating process, this association contributes to the effective functioning of the college.

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 operationalization.

The IQAC is the fundamental body for taking all types of decisions. The institution is constituted into various components, broadly speaking academic, sports, cultural and administrative. These components are further divided into sub-component. All the aspects of the college follow an integrated framework for quality assurance. It decentralizes its academic responsibilities to various committees. They are:

Sr. No.	Name of Committee / Cell	Name of Committee persons		Designation	
				Committee / Cell	College
1	Internal Quality Assurance Cell	1	Mr. S. G. Dhanak	Chairman	V. President
		2	Dr. S. D. Mori	Principal	Principal
		3	Dr. B. M. Dodiya	IQAC-Coordinator	Assistant Prof.
		4	Dr. B. J. Patel	Member	Associate Prof.
		5	Dr. H. L. Vala	Member	Associate Prof.
		6	Mr. N.N. Bhut	Member	Society Person
		7	Mr. Rajneesh Gajera	Member	Society Person
		8	Mr. B. D. Likhda	Member	Head Clerk
		9	Mr. Dave Shivam. K.	Student Member	Student
		10	Miss. Mori Pratiksha. S.	Student Member	Student
		11	Mr. Jignesh Atara	Alumni Member	Alumni Student
		12	Mr. Pinakin Pandya	Alumni Member	Alumni Student
2	Admission Committee	1	Mr. R. Z. Bhatt	Chairman	Accountant
		2	Mr. B. D. Likhada	Member	Head Clerk
		3	Mr. B. G. Dhanani	Member	Associate Prof.
		4	Dr. K. M. Trivedi	Member	Associate Prof.
3	Disciplinary Action Committee and Grievance Redressal Cell	1	Mr. B. D. Likhada	Chairman	Head Clerk
		2	Mr. B. G. Dhanani	Member	Associate Prof.
		3	Mr. B. K. Parmar	Member	Associate Prof.
		4	Dr. H. L. Vala	Member	Associate Prof.
		5	Mr. N. A. Gida	Member	Watchman
4	Examination Committee and Timing & Annual Planning Committee	1	Mr. B. G. Dhanani	Chairman	Associate Prof.
		2	Dr. K. M. Trivedi	Member	Associate Prof.
		3	Mr. R. Z. Bhatt	Member	Accountant
		4	Mr. B. D. Likhada	Member	Head Clerk
		5	Dr. R. C. Fichadiya	Member	Associate Prof.
		6	Dr. B. B. Gohil	Member	Associate Prof.
		7	Dr. M. S. Fadadu	Member	Associate Prof.
		8	Dr. B. J. Patel	Member	Associate Prof.
5	U.G.C. Correspondence Committee	1	Mr. A. P. Sosa	Chairman	Librarian
		2	Dr. B. M. Dodiya	Member	Assistant Prof.
		3	Mr. R. Z. Bhatt	Member	Accountant
		4	Mr. B. D. Likhada	Member	Head Clerk
		5	Mr. V. H. Sojitra	Member	Assistant Prof.
6	Student Counseling Centre	1	Dr. K. M. Trivedi	Chairman	Associate Prof.
		2	Mr. B. G. Dhanani	Member	Associate Prof.
		3	Dr. H. L. Vala	Member	Associate Prof.
		4	Dr. B. B. Gohil	Member	Associate Prof.

		5	Dr. M. S. Fadadu	Member	Associate Prof.
		6	Dr. B. M. Dodiya	Member	Assistant Prof.
7	N.S.S. Social Activity & Social Interaction Cell/ NCC Cell	1	Dr. H. L. Vala	Chairman	Associate Prof.
		2	Mr. B. K. Parmar	Member	PTI
		3	Mr. B. G. Dhanani	Member	Associate Prof.
		4	Dr. K. M. Trivedi	Member	Associate Prof.
		5	Mr. R. Z. Bhatt	Member	Accountant
		6	Mr. B. D. Likhada	Member	Head Clerk
		7	Dr. B. B. Gohil	Member	Associate Prof.
		8	Dr. T. B. Manavar	Member	Assistant Prof.
		9	Dr. J. R. Jadav	Member	Assistant Prof.
8	Sports Club	1	Mr. B. K. Parmar	Chairman	PTI
		2	Mr. B. D. Likhada	Member	Head Clerk
		3	Dr. H. L. Vala	Member	Associate Prof.
		4	Dr. N. C. Patel	Member	Associate Prof.
		5	Dr. J. R. Jadav	Member	Assistant Prof.
9	Research Committee	1	Dr. K. M. Trivedi	Chairman	Associate Prof.
		2	Dr. R. C. Fichadiya	Member	Associate Prof.
		3	Dr. B. B. Gohil	Member	Associate Prof.
		4	Dr. H. L. Vala	Member	Associate Prof.
		5	Dr. B. J. Patel	Member	Associate Prof.
		6	Dr. Bhavsinh Dodiya	Member	Assistant Prof.
10	'Shakti' – Women's Empowerment Cell	1	Dr. N. C. Patel	Chairman	Associate Prof.
		2	Prof. M. S. Fadadu	Member	Associate Prof.
		3	Mrs. M. D. Chavada	Member	senior Clerk
		4	Dr. T. B. Manavar	Member	Assistant Prof.
		5	Dr. D. M. Rathod	Member	Associate Prof.
11	SC/ ST / OBC Cell	1	Dr. H. V. Chaudhari	Chairman	Associate Prof.
		2	Mr. B. D. Likhada	Member	Head Clerk
		3	Dr. B. J. Patel	Member	Associate Prof.
		4	Dr. D. M. Rathod	Member	Associate Prof.
		5	Dr. N. C. Patel	Member	Associate Prof.
		6	Mr. A. A. Charaniya	Member	Junior Clerk
12	Literary Circle	1	Dr. B. J. Patel	Chairman	Associate Prof.
		2	Dr. K. M. Trivedi	Member	Associate Prof.
		3	Dr. R. C. Fichadiya	Member	Associate Prof.
		4	Dr. H. L. Vala	Member	Associate Prof.
		5	Dr. H. V. Chaudhari	Member	Associate Prof.
13	Cultural Committee & Extra-Curricular	1	Dr. R. C. Fichadiya	Chairman	Associate Prof.
		2	Dr. K. M. Trivedi	Member	Associate Prof.
		3	Dr. M. S. Fadadu	Member	Associate Prof.
		4	Dr. H. L. Vala	Member	Associate Prof.

	Activity	5	Mr. B. K. Parmar	Member	PTI
		6	Dr.. N. C. Patel	Member	Associate Prof.
		7	Mr. A. P. Sosa	Member	Librarian
		8	Dr. H. V. Chaudhari	Member	Associate Prof.
		9	Dr. D. M. Rathod	Member	Associate Prof.
14	First aid Centre	1	Dr. B. B. Gohil	Chairman	Associate Prof.
		2	Dr. B.M. Dodiya	Member	Associate Prof.
		3	Mr. R. Z. Bhatt	Member	Accountant
		4	Dr. B.K. Parmar	Member	PTI
		5	Mr. A. A. Charaniya	Member	Junior Clerk
15	Environment Awareness Cell / Nature Club	1	Dr. B. B. Gohil	Chairman	Associate Prof.
		2	Dr. H. L. Vala	Member	Associate Prof.
		3	Mr. B.K. Parmar	Member	PTI
		4	Dr. B. J. Patel	Member	Associate Prof.
		5	Dr. J. R. Jadav	Member	Assistant Prof.
16	Loan and Fund committee	1	Dr. D. M. Rathod	Chairman	Associate Prof.
		2	Mr. R. Z. Bhatt	Member	Accountant
		3	Mr. B.K. Parmar	Member	PTI
		4	Dr. B. B. Gohil	Member	Associate Prof.
		5	Mr. B.D. Likhada	Member	Head Clerk
17	Renovation and Maintenance Committee	1	Mr. R. Z. Bhatt	Chairman	Accountant
		2	Mr. B.K. Parmar	Member	PTI
		3	Mr. N. A. Gida	Member	Watchman
		4	Mr. A. A. Charaniya	Member	Junior Clerk
		5	Mr. V. K. Bhaliya	Member	Assistant Prof.
		6	Mr. P. V. Thummar	Member	Assistant Prof.
18	Study Tour Committee	1	Mr. B.K. Parmar	Chairman	PTI
		2	Dr. M. S. Fadadu	Member	Associate Prof.
		3	Dr. B. B. Gohil	Member	Associate Prof.
		4	Dr. N. C. Patel	Member	Associate Prof.
		5	DR. D. M. Rathod	Member	Associate Prof.
19	Library Advisory Committee	1	Mr. A. P. Sosa	Chairman	Librarian
		2	Dr. K. M. Trivedi	Member	Associate Prof.
		3	Dr. R. C. Fichadiya	Member	Associate Prof.
		4	Dr. M. S. Fadadu	Member	Associate Prof.
		5	Dr. B. B. Gohil	Member	Associate Prof.
		6	Dr. H. L. Vala	Member	Associate Prof.
		7	Dr. Bhavsinh Dodiya	Member	Assistant Prof.
20	Alumni Association	1	Dr. K. M. Trivedi	Chairman	Associate Prof.
		2	Mr. B. D. Likhada	Member	Head Clerk
		3	Dr. D. M. Rathod	Member	Associate Prof.
		4	Dr. H. V. Chaudhari	Member	Associate Prof.

		5	Dr. J. R. Jadav	Member	Assistant Prof.
		6	Dr. R. C. Fichadiya	Member	Associate Prof.
21	Parent Teacher association	1	Mr. B. D. Likhada	Chairman	Junior Clerk
		2	Mr. B. G. Dhanani	Member	Associate Prof.
		3	Dr. K. M. Trivedi	Member	Associate Prof.
		4	Dr. R. C. Fichadiya	Member	Associate Prof.
		5	Dr. B. M. Dodiya	Member	Assistant Prof.

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.

The educational as well as the management working is further equalized by training assembly being systematic by the institution for its teaching as well as the non-teaching staff. These trainings help for effective implementation of quality assurance procedure.

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?

- The College is affiliated with the Saurashtra University, Rajkot. The university has its set techniques to audit the academic working of the college. Every year, university sends a team of the experts to conduct academic audit. The team visits the college and very minutely observes the working of the institution in its entire feature. The committee then comments on the performance and thereby suggests the important changes required. The college very honestly attach to the recommendations made by the committees.
- Every year the College applies for Administrative and Academic Audit conducted by Knowledge Consortium of Gujarat (KCG) by Government of Gujarat where in a quint team deputed by KCG comprising of three members visits the college for AAA and the college implements all the suggestions made by the quint team

- Many times new additions are made in the infrastructure to improve the teaching learning process. Every department keeps on adding equipment, books, journals, software for the benefit of the students.
- The quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders are communicated through-
 - Institutional notice board
 - Prospectus
 - Holding staff meeting
 - Alumni meeting
 - Providing information to the management

6.5.5 How is the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

In the case of the institution, the external regulatory authority is the Affiliating University i.e., Saurashtra University and college makes the compliances as per their needs and requirements. The other external quality assurance agency is Knowledge Consortium of Gujarat (KCG). The college follows all university rules, UGC guidelines and instructions and maintains standards in teaching-learning process, conduct of examination & evaluation it has its own format for Academic and Administrative Audit. Its format is quite near to that of NAAC SSR. KCG conducts AAA every year

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?

For constant review of the teaching-learning process, the institute has enlarged its Annual Planner. The staff's members are supposed to fill each column month-wise in which they also write the approach they are to assume during their actual teaching hours in the classroom. They have to submit this academic plan in the beginning of the year. Principal review this plan and if found some recommendation, he instructs the teacher. While at the end of each year, all the

faculty members have to submit API to the principal. The Principal review the activities the anxious faculty has accept during the year and accordingly give points. For students assessment, class tests, assignments, university exams are held.

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

- The College has formed various committees in which students fair representations are given.
- The IQAC in the planning process develops a perspective plan for the year. These developmental perspectives are discussed in the respective meetings like meeting with the staff, meeting with the parent-teacher and alumni associations.

CRITERIA VII:
INNOVATIONS AND BEST PRACTICES

CRITERIA VII: INNOVATIONS AND BEST PRACTICES

7.1 Environment Consciousness

7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?

Being very sensitive to the environment, the institute works meticulously to maintain a green environment in the campus. The college has formed a green audit team. It regularly conducts green audit to seek solutions of the existing problems and plan strategies to improve upon the existing conditions. Recently it has undertaken the following steps:

- **Waste Audit:**

To fulfill the target of reducing waste in the college premises the green audit team recommended the use of a compost bin for food wastage. It also banned the use of polythene in the college.

- **Water Audit:**

- The team regularly makes a qualitative and quantitative analysis of water consumption to identify means of reducing, reusing and recycling of water in the campus.
- The points with leakage and overflow of water are identified and appropriate measures are taken to prevent wastage of water.
- The college has also installed a rainwater harvesting system to collect rainwater and use it for gardening, toilet, cleaning and floor-cleaning etc.
- Some monitoring mechanisms to check tank overflows have been installed in the college. Annual Maintenance Contract (AMC) has been done with a local company for the regular inspection and cleaning of the overhead and ground water tanks.

- **Energy Audit:**

The green audit team has taken up steps to reduce the total energy consumption.

- **Biodiversity:**

Maintaining a biologically diverse environment is the foundation for a healthy planet and human well-being. The college has developed a vegetable patch to maintain biodiversity and avoids the use of harsh pesticides and herbicides in the college grounds.

7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?

- Energy conservation
- Use of renewable energy
- Water harvesting
- Check dam construction
- Efforts for Carbon neutrality
- Plantation
- Hazardous waste management
- E-waste management
- **Energy Conservation :**

Making the campus eco-friendly is the major concern of the college administration. It takes expert opinion, plans strategies to sustain environment, and implement them effectively involving students and staff.

Following measures have been taken to save energy:

- Use of fluorescent tubes instead of incandescent bulbs.
- Compact fluorescent lamps (CFL) have already been installed.
- In non-reading and non-working areas, reduced lighting (25watts- 40 watts) is used.
- For outdoor lighting, high pressure sodium or metal halide lamps are to be used.
- Lights are switched off immediately when not required.
- All transformers are disconnected and isolated from the wall outlet receptacles at the end of a working day.
- Computers, printers, copiers etc., which are not in use are closed down and disconnected at the end of a day.
- All personal computers utilize the power management option for conserving electrical energy.
- Electronic equipments and gadgets are shut- off during non-working hours.
- All the office windows are covered by blinds or curtains to reduce heat conduction.
- Unit settings for all ACs are at 22-24oC.

- Most of the doors, windows have been thermally sealed and are kept closed on entry/exit to reduce overwork.
- Split units have been installed in the institution compatible to the occupancy level.
- Members of student council and faculty have been deputed to check the wastage of electrical energy by ensuring that fans should not run in unoccupied classrooms or laboratories.
- **Use of renewable energy :**
 - Use of solar thermal devices is very effective for conservation of renewable energy.
 - Solar cooker has been installed in the college as alternative to electrical appliances:-
- **Water Harvesting :**
 - Rain water of main building is allowed to collect in the storage tank and also allowed to enter bore well for ground water recharging.
 - The water of the college building is allowed to enter bore well for recharging of ground water.
 - In the playground, rain water percolates through the soil.
- **Check Dam Construction:** Not Applicable
- **Efforts for Carbon Neutrality:**
 - Plantation of trees has been increased to sequester CO₂ emitted in the atmosphere.
 - The greenhouse gas emission has been reduced by encouraging the employees and students to carpool their travel.
- **Plantation:**
 - An herbal garden having different varieties of medicinal plants has been developed in the college.
 - Garden has been developed outside the college. It has different varieties of ornamental plants.
- **Hazardous Waste- Management**
 - Students of the departments of Home Science too use this material and create artistic designs out of various waste items.
 - The students utilize the waste material and make best out of waste and

generate revenue for themselves.

- **E-Waste Management**

- Electronic waste, such as discarded computers, office electronic equipments, mobile phones, television sets and refrigerators are disposed off as per their conditions, sometimes donated to the needy institutions or handed over to the companies or NGO's engaged in recycling of e-waste.
- Recycling and disposal of e-waste involves risk, it is handed over to expert persons only for dismantling or recycling.

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.

As the college imbibes the spirit of innovation and experimentation, it keeps introducing new mechanisms for the improvement of its functioning. The following innovations and new strategies have been adopted in this regard:

- Public Address System has been installed to make important and urgent announcements to the students.
- Online Bulk messaging system has been adopted to make urgent announcements to students and parents.
- Customized software has been developed and is being used for the efficient functioning of the Principals office, General office and Accounts office. This software has made it easy for the offices to maintain their records.
- Library functioning has also improved after the installation of the software in its system.
- In the library, the students have been allocated a separate reading room where they can carry their own books to study.
- The installation of video conferencing system will further create a positive impact on the working of the college.

7.3 Best Practices:

7.3.1 Elaborate on any two best practices in the given format at page no. 98, which have contributed to the achievement of the Institutional Objectives and/or

contributed to the Quality improvement of the core activities of the college.

1. Title of the Practice: Need-Based Curriculum

2. Goal:

The College is very keen to watch trends. Before the market forces catch us off-guard, we prepare new courses, faculty and facilities of international standards. This practice lends the curriculum viability to cater to diverse needs of society and to direct the students to make a wise choice matching the national and international trends.

3. The Context:

The aim of the college is to equip the students with global competencies, so that they could meet with the demands of the changing scenario successfully. Keeping in mind this aim, the institution studies the national and international trends, makes choices of courses accordingly. Where need be, it designs innovative courses to provide a new choice to the students. This practice has boosted the image of the institution in the public eye, and has attracted more students from the region.

4. The Practice:

The multifarious curriculum offers a wide range of job-oriented and skill based courses and provides the learners the option to match their aptitude and interest with the subject of their choice.

• **UG Level Courses:**

○ **B.A. (Bachelor of Arts) – six semester degree course:**

Students in arts and humanities have diverse subject options in languages, social sciences, fine arts and economics. These can open up avenues in fields as diverse as journalism, advertising, foreign trade and civil services. The vocational streams equip the students for jobs after graduation.

○ **BCOM (Bachelor of Commerce) – six semester degree course:**

Students in commerce faculty have also a wide range of subjects to study such as accountancy, business organization, business management, economics, statistics, human resource management, business communication etc. Hence, they get an exposure to the vocational fields like communication, trade & commerce, import export policies, business

management, marketing and so on. The students avail the opportunities of the scholars and experts of commerce and enlighten themselves.

- **B.C.A. (Bachelor of Computer Application) – six semester degree course**
- **B.B.A. (Bachelor of Business Administration) – six semester degree course**
- **PG Level Courses:**
 - **M.A. (Master of Arts with Gujarati subject)-Four semester P. G. degree Course**
 - **M.A. (Master of Arts with Hindi subject)-Four semester P. G. degree Course**
- **Add-on Courses:**

Add-on courses in the unique scheme of the UGC to add on skills and increase employability and entrepreneurship for students pursuing conventional courses in the liberal arts stream have been started.

- English Language Training Programmed Level A
- English Language Training Programmed Level B
- Dance Classes
- Yoga Classes
- Tailoring & Embroidery Classes
- Cooking Classes
- Public Exam Remedial Course

A student enrolled in any stream may opt for any one/two of the above courses. All the courses at UG levels follow teaching and examination system according to the guidelines of the university. As the institution keeps an eye on the quality, it keeps its teaching-learning process up to date. Innovation and experimentation are the twin forces that strengthen it and make it meet the national & international expectations.

Evaluative Report of the Departments

Evaluative Report of the Departments

We don't have Separate Departments in the institute. We have subject- Structure. Thus the following evaluative reports of the departments are actually not independent departments.

DEPARTMENT OF GUJARATI

- 1 Name of the department : Gujarati
- 2 Year of Establishment : 1990
- 3 Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : UG & PG
- 4 Names of Interdisciplinary courses and the departments/units involved : Core and Subsidiary :
Narsinh Mehta na
Pado,Arvachin Gadhya kruti
valamala, Vanachand,
- 5 Annual/ semester/choice based credit system (programme wise) : Semester System and CBCS
- 6 Participation of the department in the Courses offered by other departments : Sanskrit/ Hindi/Sociology/
Economics
- 7 Courses in collaboration with other Universities, industries, foreign institutions, etc. : None
- 8 Details of courses/programmes discontinued (if any) with reasons : None
- 9 Number of teaching posts :

Posts	Sanctioned	Filled
Professors	-	-
Associate Professors	03	03
Asst. Professors	-	-

- 10 Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. S. D. Mori	M.Phil. Ph.D.	Principal	Linguistic	25	07

Dr. H.L. Vala	M.A. Ph.D.	Associate Professor	Folklore	23	04
Dr. H.V. Chaudhari	M.A. Ph.D.	Associate Professor	Poetry & Novels	21	02

- 11 List of senior visiting faculty : None
- 12 Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : None
- 13 Student -Teacher Ratio (programme wise) : 3:260
- 14 Number of academic support staff (technical) and administrative staff; sanctioned and filled : Not Applicable
- 15 Qualifications of teaching faculty with DSc/ D. Litt / PhD/ MPhil / PG.

Sr.	Name of teaching Faculty	Highest Qualification
1	Dr. S. D. Mori	M.Phil., Ph.D.
2	Dr. H. L. Vala	M.A., Ph.D.
3	Dr. H.V. Chaudhari	M.A., Ph.D.

- 16 Number of faculty with ongoing projects from : 2 UGC
- a) Minor Research- 02 National
- b) International funding agencies and grants received : None
- 17 Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc. and total grants received : Rs.140000/-
- 18 Research Centre /facility recognized by the University : None
- 19 Publication :
- a) Publication per faculty

Name of Faculty	Paper in Journals	Chapter in Books	Books Edited	Books With ISBN
Dr. S. D. Mori	5	3	1	5
Dr. H. L. Vala	10	2	1	2
Dr. H. V. Chaudhari	13	1	1	2

Total	28	6	3	7
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20 Areas of consultancy and income generated : NIL

21 Faculty as members in

a) National committees b) International Committees c) Editorial Board

Sr. No.	Name of Faculty	Members in		
		National committees	International Committees	Editorial Board
1	Dr. S.D. Mori	Principal Association	No	Board of Gujarati Gujarati Adhyapak Sangh
2	Dr. H.L. Vala	Professor Association	No	Board of Gujarati Gujarati Adhyapak Sangh
3	Dr. H.V. Chaudhari	Professor Association	No	Gujarati Adhyapak Sangh

22 Student projects :

- a. Percentage of students who have done in-house projects including inter departmental/programme : None
- b. Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies : None

23 Awards / Recognitions received by faculty and students Gold medalist :

No.	Name of Student	Class	Subject	Month/Year
1	Sonapal Jignasha M.	T.Y.B.A	Gujarati	Mar-2000
2	Jebaliya Alka N.	M.A	Gujarati	Apr-2002
3	Atara Jatinkumar V.	M.A	Gujarati	May-2003
4	Trivedi Aruna G.	M.A	Gujarati	May-2006
5	Trivedi Pratibha G.	T.Y.B.A	Gujarati	March-2012
6	Sojitra Vaishali V.	M.A	Gujarati	May-2015

24 List of eminent academicians and scientists / visitors to the department

No.	Name of Visitors	Designation	Qualification	College Place
1	Dr. N. K. Dobariya	Principal	Ph.D.	Kalawad
2	Dr. N.S. Antala	Principal	Ph.D.	Dhoraji
3	Dr. H. M. Chovatiya	Asso.Prof.	Ph.D.	Dhari

4	Dr. J.M. Chandravadiya	Asso.Prof.	Ph.D.	Dhari
5	Dr. N.L. Dave	Asso.Prof.	Ph.D.	Amreli
6	Mr. S. J. Trivedi	Asso.Prof.	M.A.	Rajkot
7	Mr. B.M. Kachhadiya	Asso.Prof.	M.A.	Vanda
8	Dr. T.R. Rohadiya	Assi. Prof	Ph.D.	Barvala

25 Seminars/ Conferences/Workshops

organized & the source of funding

a) National : Nil

b) International : Nil

26 Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M*	F*	
Semester-I & I	82	82	32	50	90.15%
Semester-III & IV	110	110	30	80	95.86%
Semester-V & VI	105	105	25	80	98.80%

*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
UG	100 %	-	-
PG	100%	-	-

28 How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

1. Pandya Ghanshyam (SLET)

2. Sojitra Vaishali V. (NET)

3. Atara Jatin V. (NET)

4. Jadav Lakhan (NET)

5. Katharotiya Daya (NET)

29 Student progression

Student progression	Against % enrolled
UG to PG	60
PG to M.Phil.	5

PG to Ph.D.	5
Ph.D. to Post-Doctoral	-
Employed • Campus selection • Other than campus recruitment	-
Entrepreneurship/Self-employment	-

30 Details of Infrastructural facilities

- a) Library : Yes
b) Internet Facilities for Staff & Student : Yes
c) Class rooms with ICT – : Yes
d) Laboratories : NA

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

Sr.	Date	Spe. Lectures/ Workshop/ Seminar/	Topic	Place	Strength of Participant
1	28/10/2016	Seminar	Amrutghayl Shatabdivindana	Dhari	10+2
2	02/03/2016	Workshop	Adhit samvardhak vyakhyan	Junagadh	10+2

33 Teaching methods adopted to improve student learning :

- Lecturing
- Riding Materials
- distributing notes
- group discussion and Seminar & Quiz

34 Participation in Institutional Social Responsibility (ISR) and Extension activities

Sr. No	EVENTS	DATE	Person As a Guest
1	Novel of Regional	11/10/2010	Dr. Manilal H. Patel
2	Literature of Indian	2010	Dr. J.M. Chandravadiya
3	Poetry Re Sagapan to Harivar	03/10/2011	Dr. Dipak Patel

	Nu Sachu		
4	Medievalism Literature of Gujarati	2011	Dr. H.M. Chovatiya
5	Literature of Indian	06/02/2012	Dr. Keshubhai Desai
6	Linguistic	17/01/2012	Dr .N. D. Dave
7	Folklore	01/02/2013	Dr. N.K. Dobariya
8	Recency Literature of Gujarati	06/03/2013	Dr. N.S. Antala
9	Folklore of Gujarati	21/01/2014	Dr. Niranjan Rajyaguru
10	Folklore of Gujarati	03/01/2014	Dr. B.M. Kachchadiya
11	Literature of Indian	20/02/2015	Dr. J.M. Chamdravadiya
13	Madhyakalin Literature	08/01/2015	Dr. N.K. Dobariya
14	Matru Bhasa Gaurav Din	20/02/2016	College Family
15	Literary Form	28/07/2016	Mr. S. J. Trivedi
16	Folklore of Gujarati	07/10/2016	Dr. J. Upadhya

35 SWOC analysis of the department and Future plans

- **STRENGTH**

- Faculty development has been focused
- Apart from teaching, the teachers assist the college administration.
- In spite of competition in the city/district, the department manages to get good enrollment

- **WEAKNESS**

- Absence of ICT knowledge

- **OPPORTUNITIES**

- Job In competitive Exam

- **CHALLENGES**

- Tough competition for getting due jobs
- The student attendance is affected as majority of the students come from rural areas.

- **FUTURE PLANS:**

- To organize a state/National level seminar.
- To design and offer new vocational courses.
- To enrich the central library with the latest books & journals.

DEPARTMENT OF HINDI

- 1 Name of the department : Hindi
- 2 Year of Establishment : 1990
- 3 Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : UG & PG
- 4 Names of Interdisciplinary courses and the departments/units involved : Core, Foundation and Subsidiary
Katha Sarita, Kal Aur
Aaj, Kahani Nai
Purani, Bhartiya Bhasha ki
Kahaniya Part-1
- 5 Annual/ semester/choice based credit system (programme wise) : Semester System and CBCS
- 6 Participation of the department in the Courses offered by other departments : Gujarati/Sanskrit/Sociology/
Economics
- 7 Courses in collaboration with other Universities, industries, foreign institutions, etc. : None
- 8 Details of courses/programmes discontinued (if any) with reasons : None
- 9 Number of teaching posts :

Posts	Sanctioned	Filled
Professors	-	-
Associate Professors	03	03
Asst. Professors	01	01

- 10 Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. K. M. Trivedi	M.A. Ph.D.	Asso.Prof.& Heade	Comparative Literature	25	08
Dr. B. J. Patel	M.A. Ph.D.	Associate Professor	Hindi Poetry	23	02
Dr. D. M. Rathod	M.A. Ph.D.	Associate Professor	Modern Hindi	21	Nil
Dr. J. R. Jadav	M.Phil. Ph.D.	Assistant Professor	Hindi Prose	15	03

- 11 List of senior visiting faculty : None
- 12 Percentage of lectures delivered and : None

- practical classes handled (programme wise) by temporary faculty
- 13 Student -Teacher Ratio (programme wise) : 4:108
- 14 Number of academic support staff (technical) and administrative staff; sanctioned and filled : Not Applicable
- 15 Qualifications of teaching faculty with DSc/ D. Litt / PhD/ MPhil / PG.

Sr.	Name of teaching Faculty	Highest Qualification
1	Dr. K. M. Trivedi	M.A, Ph.D.
2	Dr. B. J. Patel	M.A., Ph.D.
3	Dr. D. M. Rathod	M.A., Ph.D.
4	Dr. J. R. Jadav	M.Phil. Ph.D.

- 16 Number of faculty with ongoing projects from
- a) Minor Research : None
- b) International funding agencies and grants received : None
- 17 Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc. and total grants received : None
- 18 Research Centre /facility recognized by the University : None
- 19 Publication :
- a) Publication per faculty

Name of Faculty	Paper in Journals	Chapter in Books	Books Edited	Books With ISBN
Dr. K.M. Trivedi	02	-	-	01
Dr. B.J. Patel	13	05	00	01
Dr. D. M. Rathod	01	01	-	00
Dr. J. R. Jadav	08	00	00	01
Total	24	06	00	03

- 20 Areas of consultancy and income generated : NIL

- 21 Faculty as members in
- a) National committees b) International Committees c) Editorial Board

Sr. No.	Name of Faculty	Members in		
		National committees	International Committees	Editorial Board
1	Dr. K.M. Trivedi	Professor Association	No	Board of Hindi & Hindi Adhyapak

				Sangh, Member of HESMA Journal, Gandhinagar
2	Dr. B. J. Patel	Professor Association	No	Hindi Adhyapak Sangh, Member of Editorial Board Vidhyawarta Journal, Maharashtra
3	Dr. D. M. Rathod	Professor Association	No	Hindi Adhyapak Sangh
4	Dr. J. R. Jadav	Professor Association	No	Hindi Adhyapak Sangh

— Student projects :

a. Percentage of students who have done in-house projects including inter departmental/programme : None

b. Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/ other agencies : None

23 Awards / Recognitions received by faculty and students Gold medalist : Nil

24 List of eminent academicians and scientists / visitors to the department

No.	Name of Visitors	Designation	Qualification	College Place
1	Dr. Girish Veliyat	Asso. Prof.	M.A., Ph.D.	Amreli
2.	Dr. K.D. Kalsariya	Asso. Prof.	M.A., Ph.D.	Manavadar
3.	Dr. M.K. Joshi	Asso. Prof.	M.A., Ph.D.	Savarkundala

25 Seminars/ Conferences/ Workshops organized & the source of funding

a) National : Nil

b) International : Nil

26 Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M*	F*	
Semester-I & I	138	138	58	80	80%
Semester-III & IV	184	184	85	99	82%
Semester-V & VI	32	32	25	07	95%

*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
--------------------	-----------------------------------	---------------------------------	---------------------------

UG	100 %	-	-
PG	100%	-	-

28 How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Nil

29 Student progression

Student progression	Against % enrolled
UG to PG	30
PG to M.Phil.	03
PG to Ph.D.	02
Ph.D. to Post-Doctoral	-
Employed • Campus selection • Other than campus recruitment	-
Entrepreneurship/Self-employment	-

30 Details of Infrastructural facilities

- a) Library : Yes
b) Internet Facilities for Staff & Student : Yes
c) Class rooms with ICT – : Yes (Bisag)
d) Laboratories : NA

31 Number of students receiving financial assistance from college, university, Government or other agencies S.T./S.C./O.B.C./P.H. Student Provided Government Scholarship.

32 Details on student enrichment programmes (special lectures / workshops / Seminar) with external experts

Sr.	Date	Spe. Lectures/ Workshop/ Seminar/	Topic	Place	Strength of Participant
1	14/09/2016	Special Lecture	Hindi literature	college	50

33 Teaching methods adopted to improve student learning :

- Lecturing
- Riding Materials
- distributing notes
- group discussion and Seminar & Quiz

34 Participation in Institutional Social Responsibility (ISR) and Extension activities

Sr. No	EVENTS	DATE

1	Blood Donation	04/03/2016
2	Social Service one day camp	02/07/2016

35 SWOC analysis of the department and Future plans

- **STRENGTH**
- Faculty development has been focused
- Students are motivated for social and extension activities
- In spite of competition in the city/district, the department manages to get good enrollment
- **WEAKNESS**
- Absence of ICT knowledge.
- Job opportunities in corporate sectors
- **OPPORTUNITIES**
- More opportunities for research and innovation about issues related to rural localities.
- **CHALLENGES**
- Tough competition for getting due jobs
- The student attendance is affected as majority of the students come from rural areas.
- **FUTURE PLANS:**
- To organize in Hindi sahitya related workshop at college near future

DEPARTMENT OF SANSKRIT

- 1 Name of the department : Sanskrit
- 2 Year of Establishment : 1990
- 3 Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : UG
- 4 Names of Interdisciplinary courses and the departments/units involved : Core, Foundation and Subsidiary
Core-Sabhaparva-p-1, Sanskrit sahitya no itihas p-2,
- 5 Annual/ semester/choice based credit system (programme wise) : Semester System and CBCS
- 6 Participation of the department in the Courses offered by other departments : Gujarati/Hindi/Sociology/Economics
- 7 Courses in collaboration with other Universities, industries, foreign institutions, etc. : None
- 8 Details of courses/programmes discontinued (if any) with reasons : None
- 9 Number of teaching posts :

Posts	Sanctioned	Filled
Professors	-	-
Associate Professors	02	02
Asst. Professors	-	-

- 10 Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. R.C. Fichadiya	M.Phil. Ph.D.	Asso.Prof. Heade	Alankarshastra	24	06
Dr. N.C.. Patel	M.A. Ph.D.	Associate Professor	Vedant	21	-

- 11 List of senior visiting faculty : None
- 12 Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : None
- 13 Student -Teacher Ratio (programme wise) : 2:50
- 14 Number of academic support staff (technical) and administrative staff : Not Applicable

sanctioned and filled

15 Qualifications of teaching faculty with DSc/ D. Litt / PhD/ MPhil / PG.

Sr.	Name of teaching Faculty	Highest Qualification
1	Dr. R.C. Fichadiya	M.Phil, Ph.D.
2	Dr. N. C. Patel	M.A., Ph.D. NET

16 Number of faculty with ongoing projects from

a) Minor Research : None

b) International funding agencies and grants received : None

17 Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc. and total grants received : None

18 Research Centre /facility recognized by the University : None

19 Publication :

a) Publication per faculty

Name of Faculty	Paper in Journals	Chapter in Books	Books Edited	Books With ISBN
Dr. R.C. Fichadiya	14	-	-	05
Dr. N.C. Patel	08	-	-	-
Total	22	-	-	05

20 Areas of consultancy and income generated : NIL

21 Faculty as members in

a) National committees b) International Committees c) Editorial Board

Sr. No.	Name of Faculty	Members in		
		National committees	International Committees	Editorial Board
1	Dr. R.C. Fichadiya	Professor Association, Member of Heshma Journal Gandhinagar, Member, Educational Bridge, Gandhinagar	No	Board of Snskrit & Sanskrit Adhyapak Sangh, Professor Association, All India Oriental Conference Pune
2	Dr. N.C. Patel	Professor Association	No	Sanskrit Adhyapak Sangh, Professor Association, All India Oriental Conference Pune

22 Student projects :

c. Percentage of students who have done in-house projects including inter

departmental/programme : Nil

d. Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies : None

23 Awards / Recognitions received by faculty and students Gold medalist : Nil

24 List of eminent academicians and scientists / visitors to the department

No.	Name of Visitors	Designation	Qualification	College Place
1	Dr. Mihir Joshi (Sau. Uni.)	Associate Professor	M.A.,Ph.D.	Deptt. Of Physics,Sau.Uni.Rajkot
2	Prof. Sarad K. Pandya	Associate Professor	M.A.,Ph.D.	Arts & Commerce college,maliya
3	Dr. A. R. Dvivedi	Associate Professor	M.A.,Ph.D.	Arts & Commerce college,Jamnagar
	Prof. Pankaj Thakar	Associate Professor	M.A.,Ph.D.	Sanskrit mahavidhyalay Samkhiyali

25 Seminars/ Conferences/Workshops organized & the source of funding

a) National : Nil

b) International : Nil

26 Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M*	F*	
Semester-I & I	138	138	58	80	85%
Semester-III & IV	22	—	06	16	94.5%
Semester-V & VI	25	25	06	19	99%

*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
UG	100 %	-	-

28 How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Nil

29 Student progression

Student progression	Against % enrolled
UG to PG	80%
PG to M.Phil.	-
PG to Ph.D.	-

Ph.D. to Post-Doctoral	-
Employed: • Campus selection • Other than campus recruitment	-
Entrepreneurship/Self-employment	-

30 Details of Infrastructural facilities

- d) Library : Yes
e) Internet Facilities for Staff & Student : Yes
f) Class rooms with ICT – : Yes (Bisag)
d) Laboratories : NA

31 Number of students receiving financial assistance from college, university, Government or other agencies –Nil

32 Details on student enrichment programmes (special lectures / workshops / Seminar) with external experts

Sr.	Date	Spe. Lectures/ Workshop/ Seminar/	Topic	Place	Strength of Participant
1	17/08/2013	Special Lecture	Kalidas Jayanti & Sanskrit Din	college	75
2	25/01/2014	Seminar	Seminar On Kalidas	College	80
3	28/09/2015	Special Lecture	Kalidas Jayanti & Sanskrit Din	college	50
4	04/02/2016	Seminar	Seminar on Ramayana	college	50

33 Teaching methods adopted to improve student learning :

- Lecturing
- Riding Materials
- distributing notes
- group discussion and Seminar & Quiz

34 Participation in Institutional Social Responsibility (ISR) and Extension activities

Sr. No	EVENTS	DATE	Person As a Guest
1	Kalidas Jayanti & Sanskrit Din	17/08/2013	Dr. Mihir Joshi (Sau. Uni.)
2	Seminar On Kalidas	25/01/2014	Prof. Sarad K. Pandya
3	Kalidas Jayanti & Sanskrit Din	28/09/2015	Dr. A. R. Dvivedi
4	Seminar on Ramayana	04/02/2016	Prof. Pankaj Thakar

- | |
|---|
| <ul style="list-style-type: none">• Note: We are providing the Annual Event Book from 2007-2016 “Vidyamrut” by Dr. R. C. Fichadiya(Sanskrit Department) |
|---|

35 SWOC analysis of the department and Future plans

- **STRENGTH**
- Faculty development has been focused.
- Students are motivated for social and extension activities.
- Students are motivated field research
- **WEAKNESS**
- In Sanskrit Department Students are less enrolled compare to the other department
- **OPPORTUNITIES**
- Job opportunities in Competitive exam.
- **CHALLENGES**
- Tough competition for getting due jobs
- The student attendance is affected as majority of the students come from rural areas.
- **FUTURE PLANS:**
- To organize a state level seminar.
- To enrich the central library with the latest books & journals.

DEPARTMENT OF SOCIOLOGY

- 1 Name of the department : Sociology
- 2 Year of Establishment : 1992
- 3 Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : UG
- 4 Names of Interdisciplinary courses and the departments/units involved : Ele-2, Sociology
Introduction in sociology,
indian social structure,
- 5 Annual/ semester/choice based credit system (programme wise) : Semester System and CBCS
- 6 Participation of the department in the Courses offered by other departments : Economics
- 7 Courses in collaboration with other Universities, industries, foreign institutions, etc. : None
- 8 Details of courses/programmes discontinued (if any) with reasons : None
- 9 Number of teaching posts :

Posts	Sanctioned	Filled
Professors	-	-
Associate Professors	01	01
Asst. Professors	-	-

- 10 Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. B. B. Gohil	M.Phil. Ph.D.	Asso.Prof. Head	Sociology	24	-

- 11 List of senior visiting faculty : None
- 12 Percentage of lectures delivered and practical classes handled (programme wise)by temporary faculty : None
- 13 Student -Teacher Ratio (programme wise) : 1:201
- 14 Number of academic support staff (technical) and administrative staff; sanctioned and filled : Not Applicable
- 15 Qualifications of teaching faculty with DSc/ D. Litt / PhD/ MPhil / PG.

Sr.	Name of teaching Faculty	Highest Qualification
1	Dr. B. B. Gohil	M.Phil, Ph.D.

- 16 Number of faculty with ongoing projects from
a) Minor Research : None
b) International funding agencies and grants received : None
- 17 Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc. and total grants received : None
- 18 Research Centre /facility recognized by the University : None
- 19 Publication :
a) Publication per faculty

Name of Faculty	Paper in Journals	Chapter in Books	Books Edited	Books With ISBN
Dr. B.B. Gohil	04	-	-	03

- 20 Areas of consultancy and income generated : NIL
- 21 Faculty as members in
a) National committees b) International Committees c) Editorial Board

Sr. No.	Name of Faculty	Members in		
		National committees	International Committees	Editorial Board
1	Dr. B. B. Gohil	Professor Association, Core member of Sociology Society, Gujarat	No	Board of Sociology & Socio. Adhyapak Sangh,

- 22 Student projects :
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 : None
- 23 Awards / Recognitions received by faculty and students Gold medalist : Nil
- 24 List of eminent academicians and scientists / visitors to the department

No.	Name of Visitors	Designation	Qualification	College Place
1	Dr.P.S.Ram	Associate Professor	M.A.,Ph.D.	Arts & Commerce college,Manavadar
2	Dr.Prin.Yagnesh Joshi	Principal	M.A.,Ph.D.	J.J.Kundaliya College,Rajkot

- 25 Seminars/ Conferences/Workshops organized & the source of funding
 a) National : Nil
 b) International : Nil
- 26 Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M*	F*	
Semester-I	118	118	79	39	98.30
Semester-II	116	116	78	38	98.28
Semester-III	96	96	59	37	98.95
Semester-III	95	95	58	36	97.89

*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.(UG)	100 %	-	-

- 28 How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?
 Nil

- 29 Student progression

Student progression	Against % enrolled
UG to PG	Nil
PG to M.Phil.	Nil
PG to Ph.D.	Nil
Ph.D. to Post-Doctoral	Nil
Employed: <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	Nil
Entrepreneurship/Self-employment	Nil

- 30 Details of Infrastructural facilities
 g) Library : Yes
 h) Internet Facilities for Staff & Student : Yes
 i) Class rooms with ICT – : Yes (Bisag)
 d) Laboratories : NA

- 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

Sr.	Date	Spe. Lectures/ Workshop/ Seminar/	Topic	Place	Strength of Participant
1	29/09/2015	Seminar	Importance of Sociology	College	201
2	03/02/2016	Special Lecture	Reflection of Sociology	College	150

33 Teaching methods adopted to improve student learning :

- Lecturing
- Reading Materials
- distributing notes
- group discussion and Seminar & Quiz

34 Participation in Institutional Social Responsibility (ISR) and Extension activities

Sr. No	EVENTS	DATE	Person As a Guest
1	Importance of Sociology	29/09/2015	Dr.P.S.Ram
2	Reflection of Sociology	03/02/2016	Dr.Prin.Yagnesh Joshi

35 SWOC analysis of the department and Future plans

- **STRENGTH**
 - Faculty development has been focused.
 - Students are motivated for social and extension activities.
 - Students are motivated field research
- **WEAKNESS**
 - In Sanskrit Department Students are less enrolled compare to the other department
- **OPPORTUNITIES**
 - Job opportunities in Competitive exam.
 - More opportunities for research and innovation about issues related to rural localities.
 - Scope for CA, CS, MBA, MCA
- **CHALLENGES**
 - Tough competition for getting due jobs
 - The student attendance is affected as majority of the students come from rural areas.
- **FUTURE PLANS:**
 - To organize a state level seminar.
 - To design and offer new vocational courses.
 - To enrich the central library with the latest books & journals.

DEPARTMENT OF ECONOMICS

- 1 Name of the department : Economics
- 2 Year of Establishment : 1988
- 3 Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : UG – B.A. and B.Com.
- 4 Names of Interdisciplinary courses and the departments/units involved : B.Com. Core –Micro Economics, fundamental of Ent. B.A. Subsidiary-Principles of economics p-1,Basics Issues in indian Economics P-2
- 5 Annual/ semester/choice based credit system (programme wise) : Semester System and CBCS
- 6 Participation of the department in the Courses offered by other departments : Arts & Commerce
- 7 Courses in collaboration with other Universities, industries, foreign institutions, etc. : None
- 8 Details of courses/programmes discontinued (if any) with reasons : None
- 9 Number of teaching posts :

Posts	Sanctioned	Filled
Professors	-	-
Associate Professors	01	01
Visiting. Professors	01	01

- 10 Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. M.S. Fadadu	M.A. Ph.D.	Asso.Prof. Heade	Co-Operation	24	-

- 11 List of senior visiting faculty : None
- 12 Percentage of lectures delivered and practical classes handled (programme wise)by temporary faculty : 18 Lecture per week
- 13 Student -Teacher Ratio (programme wise) : 1:150
- 14 Number of academic support staff (technical) and administrative staff : Not Applicable

sanctioned and filled

15. Qualifications of teaching faculty with DSc/ :

D.Litt/ PhD/ MPhil / PG.

Sr.	Name	Highest Qualification
1	Dr.Madhuben S.Fadadu	M.A.,Ph.D.

16. Number of faculty with ongoing projects from

a) National

b) International funding agencies and grants received

Name of the faculty	Project	Grant Received
Dr.Madhuben S.Fadadu	Minor research Project Completed	85000/-

17. Departmental projects funded by DST –

FIST; UGC, DBT, ICSSR, etc. and total grants received: None

18. Research Centre /facility recognized by the : None

University

19. Publications:

a) Publication per faculty

Name of the Faculty	Papers in Journals	Chapters in Books	Books Edited	Books with ISBN
Dr.Madhuben S.Fadadu	04	-	-	-

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

Sr. No.	Name of Faculty	Members in		
		National committees	International Committees	Editorial Board
1	Dr. M.S.Fadadu	Member of Professor Association,	No	Board of Economics,Sau.Uni.Rajkot

- 22 Student projects :
- Percentage of students who have done in-house projects including inter departmental/programme : Nil
 - Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies : None
- 23 Awards / Recognitions received by faculty and students Gold medalist : Nil
- 24 List of eminent academicians and scientists / visitors to the department

No.	Name of Visitors	Designation	Qualification	College Place
1	Dr.K.V.Gajera	Associate Professor	M.A.,Ph.D.	Arts & Commerce college,Barvala

- 25 Seminars/ Conferences/Workshops organized & the source of funding
- National : Nil
 - International : Nil
26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
Semester-I& Semester-III & IV(B.Com)	75	75	14	61	100
Semester-V & VI(B.Com)	135	135	39	96	100
Semester-I& Semester-III & IV(B.A.)	20	20	10	10	100
Semester-V & VI(B.A.)	133	133	49	84	100

*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.(UG)	100 %	-	-

- 28 How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?
Nil

- 29 Student progression

Student progression	Against % enrolled
UG to PG	Nil

PG to M.Phil.	Nil
PG to Ph.D.	Nil
Ph.D. to Post-Doctoral	Nil
Employed: • Campus selection • Other than campus recruitment	Nil
Entrepreneurship/Self-employment	Nil

30 Details of Infrastructural facilities

- j) Library : Yes
k) Internet Facilities for Staff & Student : Yes
l) Class rooms with ICT – : Yes (Bisag)
d) Laboratories : NA

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

Sr.	Date	Spe. Lectures/ Workshop/ Seminar/	Topic	Place	Strength of Participant
1	19/06/2015	Special Lecture	Budget	College	126

33 Teaching methods adopted to improve student learning :

- Lecturing
- Riding Materials
- distributing notes
- group discussion and Seminar & Quiz

34 Participation in Institutional Social Responsibility (ISR) and Extension activities

Sr. No	EVENTS	DATE	Person As a Guest
1	Embroidery	20/08/2015	120

35. SWOC analysis of the department and Future plans

STRENGTH

- Economics is a popular and knowledgeable subject
- Extra classes for slow learner

WEAKNESS

- We admit students right from 35%
- Career awareness is lacking in the subject

- 94% students are coming from rural areas

OPPORTUNITIES

- More opportunities for research and innovations about issues related to rural localities

CHALLENGES

- The students attendance is affected as majority of students come from rural areas, due to lack of suitable transport facilities.

FUTURE PLANS:

- To start PG center in Master of commerce
- To organize a state level seminar.
- To design and offer new vocational courses.
- To enrich the central library with the latest books & journals

DEPARMENT OF COMMERCE & ACCOUNTANCY

- 1 Name of the department : Commerce & Accountancy
- 2 Year of Establishment : 1988
- 3 Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : UG – B.Com.
- 4 Names of Interdisciplinary courses and the departments/units involved : Accounting, HRM
- 5 Annual/ semester/choice based credit system (programme wise) : Semester System and CBCS
- 6 Participation of the department in the Courses offered by other departments : HRM, Accounting & Finance, Economics, English
- 7 Courses in collaboration with other Universities, industries, foreign institutions, etc. : None
- 8 Details of courses/programmes discontinued (if any) with reasons : None
- 9 Number of teaching posts :

Posts	Sanctioned	Filled
Professors	-	-
Associate Professors	01	01
Asst. Professors	01	01
Visiting. Professors	01	01

- 10 Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Mr. B.G. Dhanani	M.Com.	Asso.Prof. Head	Accounting	26	-
Dr. B. M. Dodiya	M.Phil. Ph.D.,D.C.S.	Assis. Prof. Head	Commerce	10	06
Mrs. P.M. Radadiya	M.Com. M.Phil	Visit. Prof.	Commerce	02	-

- 11 List of senior visiting faculty : None
- 12 Percentage of lectures delivered and practical classes handled (programme wise)by temporary faculty : 18 Lecture per week
- 13 Student -Teacher Ratio (programme wise) : 4:343

14 Number of academic support staff (technical) and administrative staff, sanctioned and filled : Not Applicable

15 Qualifications of teaching faculty with DSc/ D. Litt / PhD/ MPhil / PG.

Sr.	Name of teaching Faculty	Highest Qualification
1	Mr. B. G. Dhanani	M.Com.
2	Dr. B. M. Dodiya	M.Com. M.Phil., Ph.D.,D.C.S.
3	Mrs. P.N. Radadiya	M.Com. M.Phil.

16 Number of faculty with ongoing projects from

a) National Minor Research : Yes

b) International funding agencies and grants received : None

Name of the Faculty	Project	Grant Received	Agencies
Dr. B. M. Dodiya	Minor Research Project Completed	Rs.60000/-	UGC

17 Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc. and total grants received : None

18 Research Centre /facility recognized by the University : None

19 Publication :

a) Publication per faculty

Name of Faculty	Paper in Journals	Chapter in Books	Books Edited	Books With ISBN
Dr. B. G. Dhanani	05	-	-	-
Dr. B. M. Dodiya	24	01	01	04
Total	29	01	01	04

20 Areas of consultancy and income generated : NIL

21 Faculty as members in

a) National committees b) International Committees c) Editorial Board

Sr. No.	Name of Faculty	Members in		
		National committees	International Committees	Editorial Board
1	Dr. B. G. Dhanani	Professor Association	No	Board of Accountancy & Com. Adhyapak Sangh
2	Dr.B.M.Dodiya	Assistant Professor	-	Board of studies in Commerce,Saurashtra university,Rajkot

22 Student projects :

c. Percentage of students who have done in-house projects including inter departmental/programme : Nil

d. Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies : N.A.

23 Awards / Recognitions received by faculty and students Gold medalist : Nil

24 List of eminent academicians and scientists / visitors to the department

No.	Name of Visitors	Designation	Qualification	College Place
1	Mr.Alpesh Gajera	Assistant Professor	M.B.A.	MBA College,rajkot

25 Seminars/ Conferences/Workshops organized & the source of funding

- a) National : Nil
b) International : Nil

26 Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M*	F*	
Semester-I& II	75	75	14	61	100
Semester-III & IV	135	135	39	96	100
Semester-V & VI	133	133	49	84	100

*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.Com.	100 %	100%	-

28 How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?
Nil

29 Student progression

Student progression	Against % enrolled
UG to PG	80
PG to M.Phil.	Nil
PG to Ph.D.	Nil
Ph.D. to Post-Doctoral	Nil
Employed: • Campus selection • Other than campus recruitment	Nil
Entrepreneurship/Self-employment	Nil

30 Details of Infrastructural facilities

- m)Library : Yes

- n) Internet Facilities for Staff & Student : Yes
 o) Class rooms with ICT – : Yes (Bisag)
 d) Laboratories : NA

- 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

Sr.	Date	Spe. Lectures/ Workshop/ Seminar/	Topic	Place	Strength of Participant
1	12/02/2016	Lecturers	Future scope after Graduate only Final year Students	College	110
2	28/12/2015	Special lectures	Career oriented lecture-LIC	College	110

- 33 Teaching methods adopted to improve student learning :

- Lecturing
- distributing notes
- group discussion and Seminar & Quiz

- 34 Participation in Institutional Social Responsibility (ISR) and Extension activities

Sr. No	EVENTS	DATE	Strength of Student
1	Social Services	02/07/2016	90
2	Class Room Cleaning	29/09/2016	90
3	Blood donation	04/03/2016	55

- 35 SWOC analysis of the department and Future plans

- **STRENGTH**
 - Faculty development has been focused
 - Students are motivated for social and extension activities
 - Apart from teaching, the teachers assist the college administration.
 - In spite of competition in the city, the department manages to get good enrollment
- **WEAKNESS**
 - Absence of ICT knowledge
- **OPPORTUNITIES**
 - Job opportunities in corporate sectors
 - More opportunities for research and innovation about issues related to rural localities.
 - Scope for CA, CS, MBA, MCA

- **CHALLENGES**

- Tough competition for getting due jobs
- The student attendance is affected as majority of the students come from rural areas.

- **FUTURE PLANS:**

- To start PG center in Commerce
- To organize a state level seminar.
- To design and offer new vocational courses.
- To enrich the central library with the latest books & journals.

DEPARTMENT OF ENGLISH

- 1 Name of the department : English
- 2 Year of Establishment : 1988
- 3 Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : UG – B.Com., B.A.
- 4 Names of Interdisciplinary courses and the departments/units involved : English
- 5 Annual/ semester/choice based credit system (programme wise) : Semester System and CBCS
- 6 Participation of the department in the Courses offered by other departments : English
- 7 Courses in collaboration with other Universities, industries, foreign institutions, etc. : None
- 8 Details of courses/programmes discontinued (if any) with reasons : None
- 9 Number of teaching posts :

Posts	Sanctioned	Filled
Professors	-	-
Associate Professors	-	-
Asst. Professors	01	01
Visiting. Professors	01	01

- 10 Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr.T.B.Manavar	M.Phil.,Ph.D.	Assi prof.	English	5	-

- 11 List of senior visiting faculty : None
- 12 Percentage of lectures delivered and practical classes handled (programme wise)by temporary faculty : 18 Lecture per week
- 13 Student -Teacher Ratio (programme wise) : 2:343
- 14 Number of academic support staff (technical) and administrative staff; sanctioned and filled : Not Applicable

15 Qualifications of teaching faculty with DSc/ D. Litt / PhD/ MPhil / PG.

Sr.	Name of teaching Faculty	Highest Qualification
1	Dr.T.B.Manavar	M.Phil.,Ph.D.

- 16 Number of faculty with ongoing projects from
a) National Minor Research : No
b) International funding agencies and grants received : None

Name of the Faculty	Project	Grant Received	Agencies
Nil			

17 Departmental projects funded by DST – : None
FIST; UGC, DBT, ICSSR, etc. and total grants received

18 Research Centre /facility recognized by : None
the University

- 19 Publication :
a) Publication per faculty

Name of Faculty	Paper in Journals	Chapter in Books	Books Edited	Books With ISBN
Dr.T.B.Manavar	07	-	-	06
Total	07	-	-	06

20 Areas of consultancy and income : NIL
generated

- 21 Faculty as members in
a) National committees b) International Committees c) Editorial Board

Sr. No.	Name of Faculty	Members in		
		National committees	International Committees	Editorial Board
1	Dr.T.B.Manavar	Professor Association	No	-

- 22 Student projects :
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 : N.A.

23 Awards / Recognitions received by faculty and students Gold medalist : Nil

24 List of eminent academicians and scientists / visitors to the department

No.	Name of Visitors	Designation	Qualification	College Place
N.A.				

- 25 Seminars/ Conferences/Workshops organized & the source of funding
a) National : Nil
b) International : Nil

26 Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M*	F*	
Semester-I& II B.Com	75	75	14	61	100
Semester-III & IV B.com	135	135	39	96	100
Semester-V & VI B.Com	133	133	49	84	100
Semester-I& II B.A	40	40	21	19	100
Semester-III & IV B.A.	73	73	40	33	85
Semester-V & VI B.A.	63	63	31	32	100

*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.Com.	100 %	-	-
B.A.	100 %	-	-

28 How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Nil

29 Student progression

Student progression	Against % enrolled
UG to PG	80
PG to M.Phil.	Nil
PG to Ph.D.	Nil
Ph.D. to Post-Doctoral	Nil
Employed: • Campus selection • Other than campus recruitment	Nil
Entrepreneurship/Self-employment	Nil

30 Details of Infrastructural facilities

- p) Library : Yes
q) Internet Facilities for Staff & Student : Yes
r) Class rooms with ICT – : Yes (Bisag)
d) Laboratories : NA

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

Sr.	Date	Spe. Lectures/ Workshop/ Seminar/	Topic	Place	Strength of Participant
1	23/02/2016	Special lecture	How to communicate in corporate	college	120

33 Teaching methods adopted to improve student learning :

- Lecturing
- distributing notes
- group discussion and Seminar & Quiz

34 Participation in Institutional Social Responsibility (ISR) and Extension activities

Sr. No	EVENTS	DATE	Strength of Student
1	Social Services	02/07/2016	90
2	Class Room Cleaning	29/09/2016	90
3	Blood donation	04/03/2016	55

35 SWOC analysis of the department and Future plans

- **STRENGTH**
 - Faculty development has been focused
 - Students are motivated for social and extension activities
 - Apart from teaching, the teachers assist the college administration.
 - In spite of competition in the city, the department manages to get good enrollment
- **WEAKNESS**
 - Absence of ICT knowledge
- **OPPORTUNITIES**
 - Job opportunities in corporate sectors
 - More opportunities for research and innovation about issues related to rural localities.
 - Scope for CA, CS, MBA, MCA
- **CHALLENGES**
 - Tough competition for getting due jobs
 - The student attendance is affected as majority of the students come from rural areas.
- **FUTURE PLANS:**

- To organize a state level seminar.
- To design and offer new vocational courses.
- To enrich the central library with the latest books & journals.
- To start Main English subject at U.G.Level

DEPARTMENT OF COMPUTER SCIENCE

- 1 Name of the department : Computer Science
- 2 Year of Establishment : 2011
- 3 Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : B.C.A.
- 4 Names of Interdisciplinary courses and the departments/units involved : Android, JAVA
- 5 Annual/ semester/choice based credit system (programme wise) : Semester System and 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. : None
- 8 Details of courses/programmes discontinued (if any) with reasons : None
- 9 Number of teaching posts :

Posts	Sanctioned	Filled
Professors	-	-
Associate Professors	-	-
Asst. Professors	02	02
Visiting. Professors	01	01

- 10 Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Mr. P. V. Thummar	B.C.A. M.C.A.	Asst. Prof &	C++ , DS, Oracle	02	00
Mr.V.K. Bhaliya	B.C.A. M.C.A.	Assistant Professor	Android, JAVA, PHP	02	00
Mrs. K.P. Siddhapura	B. E.	Visiting Lecturer	Maths	00	00

- 11 List of senior visiting faculty : None
- 12 Percentage of lectures delivered and practical classes handled (programme wise)by temporary faculty : 18 Lecture per week
- 13 Student -Teacher Ratio (programme wise) : 3:91

14 Number of academic support staff (technical) and administrative staff, sanctioned and filled : Not Applicable

15 Qualifications of teaching faculty with DSc/ D. Litt / PhD/ MPhil / PG.

Sr.	Name of teaching Faculty	Highest Qualification
1	Mr. P. V. Thummar	B.C.A. ,M.C.A.
2	Mr.V. K. Bhaliya	B.C.A. ,M.C.A.
3	Mrs. K.P. Siddhapura	B. E.

16 Number of faculty with ongoing projects from

a) National Minor Research : None

b) International funding agencies and grants received : None

17 Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc. and total grants received : None

18 Research Centre /facility recognized by the University : None

19 Publication :

a) Publication per faculty

Name of Faculty	Paper in Journals	Chapter in Books	Books Edited	Books With ISBN
Mr. P. V. Thummar	-	-	-	-
Mr. K. Bhaliya	-	-	-	-
Mrs. K.P. Siddhapura	-	-	-	-

20 Areas of consultancy and income generated : NIL

21 Faculty as members in

a) National committees b) International Committees c) Editorial Board

Sr. No.	Name of Faculty	Members in		
		National committees	International Committees	Editorial Board
N.A.				

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 : N.A.

23 Awards / Recognitions received by faculty and students Gold medalist : Nil

24 List of eminent academicians and scientists / visitors to the department

No.	Name of Visitors	Designation	Qualification	College Place
1	Prof.Jashmin Jasani	Assistant	M.C.A.	MCA

		Professor		college,Rajkot
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25 Seminars/ Conferences/Workshops organized & the source of funding

- a) National : Nil
b) International : Nil

26 Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M*	F*	
Semester-I& II	26	26	10	16	99%
Semester-III & IV	56	56	25	31	91%
Semester-V & VI	47	47	20	27	95%

*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.C.A.	100 %	100%	-

28 How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Nil

29 Student progression

Student progression	Against % enrolled
UG to PG	15
PG to M.Phil.	Nil
PG to Ph.D.	Nil
Ph.D. to Post-Doctoral	Nil
Employed: • Campus selection • Other than campus recruitment	Nil
Entrepreneurship/Self-employment	15

30 Details of Infrastructural facilities

- s) Library : Yes
t) Internet Facilities for Staff & Student : Yes
u) Class rooms with ICT – : Yes (Bisag)
d) Laboratories : Yes

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

Sr.	Date	Spe. Lectures/ Workshop/ Seminar/	Topic	Place	Strength of Participant
1	15/12/2015	Special Lecture	JAVA and Android	Rajkot	40

33 Teaching methods adopted to improve student learning :

- One to one Interaction
- Case Study
- Presentation
- Group Discussion

34 Participation in Institutional Social Responsibility (ISR) and Extension activities.

Sr. No	EVENTS	DATE	Strength of Student
1	Blood donation	04/03/2016	56
2	Swachha Bharat Abhiyan	24/09/2016	200
3	Beti Bachao Abhiyan	06/09/2016	225

35 SWOC analysis of the department and Future plans

- **STRENGTH**
 - Faculty is more resourceful and knowledgeable.
 - Students are motivated for practical Learning
- **WEAKNESS**
 - Absence of ICT knowledge
- **OPPORTUNITIES**
 - Job opportunities in IT sectors.
 - More opportunities for research and innovation about issues related to technological Advancement.
 - Scope for PGDCA, M.Sc.(IT), MBA, MCA
- **CHALLENGES**
 - Tough competition for getting due jobs
- **FUTURE PLANS:**
 - To start PG center in Computer Science.
 - To organize a state level seminar.
 - To enrich the central library with the latest books & journals.

DEPARTMENT OF MANAGEMENT

- 1 Name of the department : Business Management
- 2 Year of Establishment : 2012
- 3 Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : B.B.A.
- 4 Names of Interdisciplinary courses and the departments/units involved : Finance, Marketing
- 5 Annual/ semester/choice based credit system (programme wise) : Semester System and 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. : None
- 8 Details of courses/programmes discontinued (if any) with reasons : None
- 9 Number of teaching posts :

Posts	Sanctioned	Filled
Professors	-	-
Associate Professors	-	-
Asst. Professors	03	03
Visiting. Professors	02	02

- 10 Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Mr. V. H. Sojitra	M.B.A. M.Com, NET,GSET	Asso.Prof. Head	Finance & Minor Marketing	03	-
Mr. Nikunj Patoliya	M.B.A.	Assis. Prof.	Marketing	02	-
Miss. R.R. Kotadiya	M.Com.	Assis. Prof.	Accounting & Taxation	02	-
Mr. P.R. Vyas	M.B.A. M.Com(Pursuing)	Visiting Professor	Finance & Accounting	01	-
Mrs. P. N. Radadiya	M.Com. M.Phil Ph.D. (Pursuing)	Visiting Professor	Finance & Accounting	01	-

- 11 List of senior visiting faculty : None
- 12 Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : 18 Lecture per week
- 13 Student -Teacher Ratio (programme wise) : 3:96
- 14 Number of academic support staff (technical) and administrative staff; sanctioned and filled : Not Applicable
- 15 Qualifications of teaching faculty with DSc/ D. Litt / PhD/ MPhil / PG.

Sr.	Name of teaching Faculty	Highest Qualification
1	Mr. V. H. Sojitra	M.B.A. M.Com. ,NET, GSET
2	Mr. Nikunj Patoliya	M.B.A.
3	Miss. R.R. Kotadiya	M.Com.
4	Mr. P.R. Vyas	M.B.A., M. Com (Pursuing)
5	Mrs. P. N. Radadiya	M.Com. M.Phil. Ph.D. (Pursuing)

- 16 Number of faculty with ongoing projects from
a) National Minor Research : None
b) International funding agencies and grants received : None
- 17 Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc. and total grants received : None
- 18 Research Centre /facility recognized by the University : None
- 19 Publication :
a) Publication per faculty

Name of Faculty	Paper in Journals	Chapter in Books	Books Edited	Books With ISBN
Mr. V.H. Sojitra	03	-	-	-
Mr. P.R. Vyas	02	-	-	-
Total	05	-	-	-

- 20 Areas of consultancy and income generated : NIL

- 21 Faculty as members in
a) National committees b) International Committees c) Editorial Board

Sr. No.	Name of Faculty	Members in		
		National committees	International Committees	Editorial Board
N.A.				

- 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 : N.A.

23 Awards / Recognitions received by faculty and students Gold medalist : Nil

24 List of eminent academicians and scientists / visitors to the department

No.	Name of Visitors	Designation	Qualification	College Place
1	Dr.Alpesh Gajera	Assistant professor	MBA	MBA College, Rajkot
2	Dr.Ketan Kanpariya	Assistant professor	M.A.,Ph.D.	Govt. College, Liliya

25 Seminars/ Conferences/Workshops organized & the source of funding

a) National : Nil

b) International : Nil

26 Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M*	F*	
Semester-I& II	36	36	15	21	70
Semester-III & IV	30	30	12	18	100
Semester-V & VI	28	28	10	18	95

*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.Com.	100 %	-	-

28 How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Nil

29 Student progression

Student progression	Against % enrolled
UG to PG	80
PG to M.Phil.	Nil
PG to Ph.D.	Nil
Ph.D. to Post-Doctoral	Nil

Employed: • Campus selection • Other than campus recruitment	Nil
Entrepreneurship/Self-employment	05

30 Details of Infrastructural facilities

- v) Library : Yes
w) Internet Facilities for Staff & Student : Yes
x) Class rooms with ICT – : Yes (Bisag)
d) Laboratories : NA

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

Sr.	Date	Spec. Lectures/ Workshop/ Seminar/	Topic	Place	Strength of Participant
1	15/02/2016	Special lecture	Challenges of Management student	College	90
2	12/03/2016	Special lecture	development	college	90

33 Teaching methods adopted to improve student learning :

- Group Discussion
- Presentation
- Case Study
- Lecture Delivering
- One to one Interaction

34 Participation in Institutional Social Responsibility (ISR) and Extension activities

- Blood Donation
- Swachha Bharat Abhiyan

Sr. No	EVENTS	DATE	Strength of Student
1	Blood donation	04/03/2016	56
2	Swachha Bharat Abhiyan	24/09/2016	200
3	Beti Bachao Abhiyan	06/09/2016	225

35 SWOC analysis of the department and Future plans

- **STRENGTH**
 - Faculty development has been focused.

- Students are motivated for practical Learning
- Faculties are more enthusiastic
- In spite of competition in the city, the department manages to get good enrollment
- **WEAKNESS**
 - Absence of ICT knowledge
 - Rigid Tendency of students for change
- **OPPORTUNITIES**
 - Job opportunities in corporate sectors
 - Scope for, MBA, MCA
- **CHALLENGES**
 - Tough competition for getting due jobs
 - The student development is affected
- **FUTURE PLANS:**
 - To start PG center in management.
 - To organize a state level seminar.
 - To develop the IQAC in management stream.
 - To enrich the central library with the latest books & journals.

F: Post-accreditation Initiatives

If the college has already undergone the accreditation process by NAAC, please highlight the significant quality sustenance and enhancement measures undertaken during the last four years. The narrative may not exceed five pages.

Details of the significant quality sustenance and enhancement measures undertaken during the last five years are given below criterion wise.

Criterion I: Curricular Aspects

The college publishes its updated prospectus every year with all necessary details. The College has a fine tradition in which the senior students of the college organize welcome Ceremony for the new comers. On this occasion, the college Principal explains vision and mission, goals and objectives as well as rules and regulations of the institution to the students. Welcome function helps create cordial & healthy atmosphere at the college campus. Head of the Departments of the institution take part in the meetings of the Boards of Studies of the university and put forth their suggestions, ideas for designing or revising the curriculum at the time of meeting. The institution gets feedback from students and alumni on the academic programmes. These responses are analyzed by the institution and the report of the exercise is transmitted to the Registrar of the Saurashtra University

Criterion II: Teaching, Learning and Evaluation

Faculty members provide extra coaching to those who do not come up to mark. The institution provides learner centered education through different methodologies in order to make teaching and learning effective. The institution has good academic planning. It prepares its Annual Academic Calendar and implements it effectively. The principal of the College oversees implementation of various academic programmes. 13 Faculty members have obtained Ph. D. degree, one pursuing Ph.D. and 06 are M.phil. Degree Performance of faculty members is evaluated by the Head of the Institution as well as the

students. The institution also promotes Self- appraisal of teachers. The feedback from the students is carefully analyzed and used for improvement of teaching - learning by the institution. For monitoring the performance of the students the institution conducts, on its own, periodical class tests and preliminary examination.

Bridge Course teachings are organized for various subjects. The management (with the help of philanthropist has constructed new spacious Auditorium and Administrative building. Xerox machine, computer, printer, internet and reading blocks. The institute introduced MCQ Tests, Student Presentations, Assignments etc from 2010-11.

Criterion III: Research, Consultancy, Extension

Participation of faculty members in research activities of the institution was limited. Six faculty members were Ph. D. holders in cycle-1, but now, there are Thirteen Ph.D. holders and one is pursuing. Two faculty member's MRP was completed in Cycle-1. But now, four faculty members' Minor Research Projects are completed. The institution has its active Research Committee. The institution has 12 researches Guide. Publication output of the faculty members of the institution was good. Total number of publication by the faculties is 28 books and 122 articles in peer reviewed journals. The institution had one National Service Scheme unit which organizes several outreach programmes.

CRITERION- IV:

INFRASTRUCTURE AND LEARNING RESOURCES.

It had 74847 Sq. Mt. of built up area in a campus of 2.009 acres. Main building had 18 classrooms with a common staff room, one room for administrative office, a Principal's Chamber. Library had a carpet area of 1858 sq. mt. in which reading room facility for 22 students is available. The facility of computers, Internet, Printer and Photocopy machine are available in the library. The library is managed through a Library Advisory Committee. Library has an open access system. Library has SUN Software which is used in the library. Library has 15806 books. The College had 39 computers. Internet facility

was available with the Library and the administrative building. College staff and students can access them in the library.

CRITERION- V

STUDENT SUPPORT AND PROGRESSION

The college publishes its updated prospectus annually. The college provided scholarships to the eligible SC/ST and OBC students as per Government Rules. The college has a Career Counseling and Placement Cell viz., UDISHA, SUCEAT that provides personal and academic counseling to the students and guiding them for employment. Students have represented the college in Youth festival at inter-collegiate and inter university competitions. There was no ranker in the first cycle. But there are two rankers in this cycle.

During the second cycle, the institute has provided Rs.843710 government scholarships to 404 SC/ST/OBC/Handicapped students in 2015-16. Many cultural events have been organized by the institution and two students have achieved ranks in the University Youth Festival Competitions. The college has set up UDISHA Club and collaborated it with Career Counseling and Placement Cell, Saurashtra University, Rajkot.

CRITERION- VI

Governance, Leadership and Management

Different committees consisting of faculty members are constituted to look after various aspects for the development of the college, viz Career Counseling and Placement Cell, Cultural Programme Committee, Library Advisory Committee, Research Guidance Committee etc. Meetings of all the committees were held once in a year to frame policies, and plans for the institutional development in the first cycle.

The College is maintaining the academic profile of the teachers which contains self – appraisal to evaluate their performance. The institute has been conducting faculty

development programmes for teaching and non-teaching staff, especially for computer awareness. A qualified and registered chartered accountant is doing internal audit. The accounts of the college are being audited regularly and there is no audit objection during last five years.

Criterion VII

Innovations and Best Practices

The Internal Quality Assurance Cell and Feedback Mechanism are sustained to check the quality of teaching and learning. In the second cycle, we have developed the following innovations and best practices:

- More committees are formed for curricular, extra-curricular activities and other matters for the betterment of students.
- Career Oriented programmes were organized.
- Faculty development programmes are conducted to incorporate latest technology and innovative methods in teaching and learning.
- Lectures are being held using ICT tools.

Declaration by the Head of the Institution

I certify that that the data included in this Self-Study Report (SSR-RAR) are true to the best of my knowledge.

This SSR 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 SSR during the peer team visit.

Dr.S.D.mori

Signature of the head of the Institution

With seal

Place: Bagasara

Date: 06/12 /2016

Certificate of Compliance

(Affiliated/Constitute/Autonomous Colleges and Recognized Institutions)

This is to certify that **Smt. J. C. Dhanak Arts and Commerce College, Bagasara** fulfils all norms

1. Stipulated by the affiliating University and/or
2. Regulatory Council/Body [such as UGC, NCTE, AICTE, MCI, DCI, BCI, etc] and
3. The affiliation and recognition [if applicable] is valid as on date.

In case the affiliation / recognition is conditional, then a detailed enclosure with regard to compliance of conditions by the institution will be sent.

It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation or Recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.

Date: 06/12/2016

Place: Bagasara




Principal Head of the Institution

(Name and Signature with Office seal)

Enclosure-1
UGC Certificate of 2(f) & 12 (B)

Enclosure-2:

Ph. 23236351, 23232701, 23237721, 23234116
23235733, 23232317, 23236735, 23239437
UGC Website: www.ugc.ac.in



विश्वविद्यालय अनुदान आयोग
बहादुरशाह जफर मार्ग
नई दिल्ली-110 002
UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI-110 002

F.8-101/2007 (CPP-I)

July, 2008

The Registrar,
Saurashtra University,
University Road,
Rajkot-360 005 (Gujarat).

29 JUL 2008

Sub:- List of Colleges prepared under Section 2 (f) & 12 (B) of the UGC Act, 1956-
Inclusion of New Colleges.-

Sir,

I am directed to refer to the letter No. JCD/BGR/10075/08 dated 12.6.2008 received from Principal, Smt. J.C. Dhanak Arts and Commerce College, Bagasara on the above subject and to say that the name of the following College has been included in the list of Colleges prepared under Section 2 (f) & 12 (B) of the UGC Act, 1956 under the head Non-Government Colleges teaching upto Bachelor's Degree:-

Name of the College	Year of Establishment	Remarks
Smt. J.C. Dhanak Arts and Commerce College, Bagasara-365 440, <u>District Amreli (Gujarat).</u> (On permanent affiliation)	1988	The College is eligible to receive Central assistance in terms of the Rules framed under Section 12 (B) of the UGC Act, 1956.

The Indemnity Bond and other documents submitted in respect of the above College have been accepted by the Commission.

I. C. D. A. & C. C.
BGR.
I. No. 990.C.8
Date 29/7/08
Sign.....m.....

Yours faithfully,

(S.C. Chadha)
Deputy Secretary

Copy to:-

1. The Principal, Smt. J.C. Dhanak Arts and Commerce College, Bagasara-365 440, District Amreli (Gujarat).
2. The Secretary, Government of India, Ministry of Human Resource Development, Department of Secondary & Higher Education, Shastri Bhavan, New Delhi-110 001.
3. The Secretary, Government of Gujarat, Department of Higher Education, Gandhinagar (Gujarat).
4. The Additional Secretary, UGC, Western Regional Office, Ganeshkhind, Poona University Campus, Pune-411 007 (M.S).
5. Publication Officer, UGC-Website, New Delhi.
6. Section Officer (F.D.-III Section) U.G.C., New Delhi.
7. All Sections, U.G.C, New Delhi.
8. Guard file.

S. Gulati
(Mrs. Sunita Gulati)
Section Officer

Certificate of Permanent Affiliation

Enclosure-2
Certificate of Permanent Affiliation

Education Department
Notification
Sachivalaya, Gandhinagar
Date:- 11/01/2000

Ref No:-SYJ/1588/185/P.kh.1.
1871(99)

The Affiliation of Smt J.C.Dhanak Arts, Commerce college Bagasara (Dist- Amreli) to the Saurashtra University Rajkot. is Permitted as per the Saurashtra University act 1965, Section 34'5 Sub Section No 4 & 5 with the condition of the appointment of principal urgently and for teaching the following courses for the given affiliation tenure.

Sr. no	Courses	Type of Affiliation	Tenure of Affiliation
1	B.Com. (Elective) Advanced Accounting & Auditing	Existing Affiliation	15/06/1991 to 14/06/1998 (For 7 Years)
2	Second Year & Third Year B.A (Main/Subsidiary) Gujarati,Sanaskrit,Hindi (Subsidiary) Sociology,Economics	Extra Affiliation	15/06/1991 to 14/06/1993 (For 2 Years)
3	B.A. (Main/Subsidiary) Gujarati,Sanaskrit,Hindi (Subsidiary) Sociology,Economics	Existing Affiliation	15/06/1993 to 14/06/1998 (For 5 Years)
4	B.Com. (Elective) Advanced Accounting & Auditing B.A. (Main/Subsidiary) Gujarati,Sanaskrit,Hindi (Subsidiary) Sociology,Economics	Permanent Affiliation	Permanent Affiliation From 15/01/1998

By the order and in the name of the Governor of Gujarat.

(D.S Thakar)
Section Officer,
Education Department,

To
Registrar,Saurashtra University,
University Campus,
University Road
Rajkot-360005


Principal
Smt. J. C. Dhanak Art's &
Commerce College
BAGASARA

Certificate of Affiliation

 Accredited Grade A by NAAC	SAURASHTRA UNIVERSITY office of the University Road, Rajkot – 360 005 PHONE : 2578501 FAX : (0281) 2586983 email : registrar@sauuni.ernet.in Web site : www.saurashtrauniversity.edu	
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No. Affi. / 2 / 2263 / 2016

Dt. 16-12-2016

TO WHOM IT MAY CONCERN

(For NAAC Purpose only)

This is to certify that Smt. J. C. Dhanak Arts and Commerce College, Bagasara, Managed by Shree Girdharlal Bhurabhai Dhanak Lok Kalyan Trust, Bagasara, Dist. Amreli, Gujarat is affiliated to the Saurashtra University Rajkot Since 1991 and recognized by the University Grants Commission and the following Courses / Subjects are taught in the said college;

Sr. No	Name of the Course (S) and Duration	Affiliation		Period of Validity for the year (S)
		Permanent	Temporary	
1	Three year B.A. Courses in (Principal and Subordinate) Gujarati, Sanskrit, Hindi, Subordinate) Social Study, Economics)	Permanent		15-6-1998 to onwards
2	Three year B.Com. Courses in (Alternate) Advance Permanent Accountancy and Auditing)	Permanent		15-6-1998 to onwards
3	M.A. (Gujarati)	Permanent		1999
4	M.A. (Hindi)	Permanent		2012
5	Three Year B.B.A. Course		Temporary	2016-17
6	Three Year B.C.A. Course		Temporary	2016-17

Affiliation given to this college and it's courses is valid as on date of issue of this letter.

TRUE COPY

Principal
Smt. B. V. Dhanak
Art's, Commerce, Science &
Management College Bagasara

Yours faithfully


Registrar

Saurashtra University, Rajkot

Name and address of the college	Status	Year of Estb.	Nature of Affiliation	Teaching Upto	Govt or Non Govt	Aided or Unaided
Smt. J.A. Patel Mahila Arts, Commerce and Home Science College Morbi Dist. Rajkot Gujarat	2(f) and 12(B)	1986	Permanent	Bachelor's	Non Government	
Smt. J.C. Dhanak Arts and Commerce College Bagasara - 365440 Gujarat	2(f) and 12(B)	1988	Permanent	Bachelor's	Non Government	
Smt. J.J. Kundalia Arts and Commerce College Rajkot Dist. Rajkot Gujarat	2(f) and 12(B)	1973	Permanent	Bachelor's	Non Government	
Smt. J.J. Kundalia B.Ed College Santkabir Road Rajkot Dist. Rajkot - 360 003 Gujarat	2(f) and 12(B)	1977	Permanent	Bachelor's	Non Government	
Smt. J.J. Kundalia Commerce College Rajkot Dist. Rajkot Gujarat	2(f) and 12(B)	1969	Permanent	Bachelor's	Non Government	
Smt. K.S.N. Kansagra Mahila College Rajkot Dist. Rajkot Gujarat	2(f) and 12(B)	1974	Permanent	Bachelor's	Non Government	
Smt. M.M. Shah College of Education Wadhwan City Dist. Surendranagar Gujarat	2(f) and 12(B)	1973	Permanent	Bachelor's	Non Government	
Smt. M.T. Dhamsania Commerce College Rajkot Dist. Rajkot Gujarat	2(f) and 12(B)	1974	Permanent	Bachelor's	Non Government	
Smt. R.P. Bhalodia Mahila Arts and Commerce & Home Science College Upleta Dist. Rajkot Gujarat	2(f) and 12(B)	1987	Permanent	Bachelor's	Non Government	

Enclosure-3

NAAC Accreditation Certificate



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद
विश्वविद्यालय अनुदान आयोग का स्वयत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission

Certificate of Accreditation

*The Executive Committee of the
National Assessment and Accreditation Council
on the recommendation of the duly appointed
Peer Team is pleased to declare the
Smt. J. C. Dhanak Arts & Commerce College
Bagasara (Bhayani), Dist. Amreli, affiliated to Saurashtra University, Gujarat as
Accredited
with CGPA of 2.51 on four point scale
at B grade
valid up to September 29, 2014*

Date : September 30, 2009



H. K. K. K.
Director

PC/50/A & A/10

Enclosure-4
Peer Team Report (First Cycle)

Peer Team Report on
Institutional Assessment & Accreditation

OF
Smt. J. C. DHANAK ARTS AND
COMMERCE COLLEGE
BAGASARA – 365440
GUJARAT

(Affiliated to Saurashtra University, Rajkot)

:: Date of Visit ::

6-7- August 2009

National Assessment and Accreditation Council
(NAAC)

An autonomous Institution of the University Grants Commission
P.O. BOX NO. 1075, Nagarbhavi, Bangalore-560072, India
Telephone : +91 80 23210261 /62 / 63 / 64 / 65 Fax : 91 80 23210270
E-mail : naac@blr.vsnl.net.in www.naacindia.org

PEER TEAM REPORT ON
Institutional Accreditation of
Smt. J C DHANAK ARTS AND COMMERCE College, BAGASARA
GUJARAT- 365440

Section I: GENERAL	Information
1.1 Name & Address of the Institution	Smt. J. C. DHANAK ARTS AND COMMERCE College, station Road, BAGASARA (BHAYANI) GUJURAT-365440 AMRELI District
1.2 Year of Establishment:	1988
1.3 Current Academic Activities at the Institution (Numbers)	
• Faculties/ Schools	Two
• Departments/ Centres:	Six
• Programmes/ Courses Offered:	B.A., B.Com and M.A. (CCC Course) PG <input checked="" type="checkbox"/> UG <input checked="" type="checkbox"/> Research <input type="checkbox"/> Others <input type="checkbox"/> Certificate
• Permanent Faculty Members:	15
• Permanent Support Staff:	09
• Students:	1563
1.4 Three major features in the institutional Context (As perceived by the Peer Team):	<ul style="list-style-type: none"> • College founded and nurtured by Smt. Dhanak Trust since 1988 and the first Co-education College for the downtrodden in the backward area. • The focus is on Arts and Commerce providing access to large number of girls. • Recently it has been given the recognition by UGC under 2(f) and 12(B)
1.5 Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	6-7 Aug 2009 (Detailed schedule attached)
1.6 Composition of the Peer Team which undertook the on-site visit:	
Chairperson	Prof. P.K. MISHRA (Former Vice Chancellor, North orissa university Baripada, Orissa)
Members	Dr. Shukla (Singh) Mahanty) was unable to attend.
Member Coordinator	Prof. D. SHRIJAY DEVARAJ URS (Institute of Development Studies, Manasagangotri, Mysore university, Mysore.

NAAC for Quality and Excellence in Higher Education

P. K. Mishra
7/8

Section II: CRITERION WISE ANALYSIS	Observation (Strengths and/or Weaknesses) on Key-Aspects (Please limit to three major ones for each and use telegraphic language (It is not necessary to indicate all the three bullets each time; write only the relevant ones))
2.1 Curricular Aspects:	
2.1.1 Curricular Design & Development:	<ul style="list-style-type: none"> • Objectives are clearly stated and communicated to the Stakeholders • Efforts are made to equip students with the necessary skills to meet the challenges. • Being an affiliated college, curriculum is designed or changed by the university.
2.1.2 Academic Flexibility:	<ul style="list-style-type: none"> • The college offers two Bachelor's degree and one Master's degree • Besides offering a certificate course, students have access to courses through the study Centre of Dr. B.R.Ambedkar Open University.
2.1.3 Feedback on Curriculum	<ul style="list-style-type: none"> • Feedback is obtained through the questionnaire canvassed for students and Alumni and the reports based on the input are sent to the University. • A Systematic and formal feedback mechanism may be adopted.
2.1.4 Curriculum Update	<ul style="list-style-type: none"> • Changes are introduced only at the University level • University guidelines are followed • College may incorporate the recent developments and current issues within the framework of syllabus
2.1.5 Best Practices in Curricular Aspects (If any):	<ul style="list-style-type: none"> • Providing hands-out to students while introducing new topics • Slow learners are identified and supported.
2.2 Teaching-Learning & Evaluation:	
2.2.1 Admission Process and Student Profile	<ul style="list-style-type: none"> • Wide publicity is given and prospectus is provided. • Equity and access issues are addressed as university and Government norms are adhered. • First come first serve basis followed with some preference for girl students.

NAAC for Quality and Excellence in Higher Education

P. K. Singh
2/18

2.2.2 Catering to the Diverse Needs:	<ul style="list-style-type: none"> • There is no provision for assessing student's knowledge or skills. • Special attention is bestowed on needy. • Orientation may be given and tutorials may be conducted
2.2.3 Teaching-Learning Process:	<ul style="list-style-type: none"> • Lecture method is the prevalent method followed by use of OHP occasionally. • Academic Calendar is prepared and efforts are made so that learning is student-centric. • Students are encouraged to participate and evaluation of teachers by them is helpful in improving the system.
2.2.4 Teacher Quality:	<ul style="list-style-type: none"> • Total sanctioned strength is 15 and six have secured Ph.D. and 2 have completed M.Phil. • Additional work is managed by seven part-time faculty. • Management is supportive of faculty development programme by facilitating their participation.
2.2.5 Evaluation Process and Reforms:	<ul style="list-style-type: none"> • Evaluation methods are clearly indicated and test papers are given to students • Parents are appraised of the progress of their children. • Answer books are assessed by the five teachers.
2.2.6 Best Practices in Teaching-Learning and Evaluation (If any):	<ul style="list-style-type: none"> • Display of best five answer books
2.3 Research, Consultancy & Extension:	
2.3.1 Promotion of Research:	<ul style="list-style-type: none"> • The college has constituted a research committee to help in creating a research culture. • Research opportunities are limited and only one faculty is guiding students. • Possibilities of seeking research grants may be explored.
2.3.2 Research and Publications Output:	<ul style="list-style-type: none"> • Faculty publication is appreciable • Seven faculty are pursuing research and that needs to be promoted.
2.3.3 Consultancy:	<ul style="list-style-type: none"> • There is no scope for any consultancy services
2.3.4 Extension Activities:	<ul style="list-style-type: none"> • NSS unit organizes several extension activities and it is quite active. • Faculty is also involved and that needs to be further encouraged

2.3.5 Collaborations:	<ul style="list-style-type: none"> • Efforts are made to collaborate with local agencies/units to carry out extension activities. • Linkages with local development agencies would be highly useful
2.3.6 Best Practices in Research, Consultancy & Extension (If any):	<ul style="list-style-type: none"> • Financial assistance for publication of books. • Involvement of local agencies in extension activities
2.4 Infrastructure and Learning Resources:	
2.4.1 Physical Facilities for Learning:	<ul style="list-style-type: none"> • Adequate infrastructure has been created and that needs upgradation. • Infrastructure needs to be augmented. • Additional funds to be allocated for development.
2.4.2 Maintenance of Infrastructure:	<ul style="list-style-type: none"> • College infrastructure is utilized by other agencies so that optimal utilization is evident. • Maintenance is not a major issue but needy additional support.
2.4.3 Library as a Learning Resources	<ul style="list-style-type: none"> • Library has a collection of 6168 books and improvements have been made recently but needs to be further strengths. • Library is managed with the assistance of the advisory committee • Browsing facilities are not there and that needs to be added.
2.4.4 ICT as Learning Resources:	<ul style="list-style-type: none"> • There are 15 computers and licensed software is available • Since computer education is not compulsory, the existing infrastructure is adequate • However a central computing facility would benefit students in the long run.
2.4.5 Other Facilities:	<ul style="list-style-type: none"> • There are no hostel facilities but other basic amenities are provided. • Additional facilities can be created to facilitate learning
2.4.6 Best Practices in the development of Infrastructure and Learning Resources (If any):	<ul style="list-style-type: none"> • Sharing of infrastructure with other local agencies
2.5 Student Support and Progression:	
2.5.1 Student Progression:	<ul style="list-style-type: none"> • The performance of students in the final examination is good as the pass percentage is more than the university average • However, performance has to improve

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J. K. Saha
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	<p>to ensure that good number of students get first class and distinction.</p> <ul style="list-style-type: none"> • The drop out rate is not significant.
2.5.2 Student Support:	<ul style="list-style-type: none"> • Progression from UG to PG is quite satisfactory as it varies from 47% to 56% • The college publishes the handbook called 'Unnati' and three department magazines. • Financial aid is provided to economically poor students. • Awards are also instituted to encourage co-curricular and extra-curricular activities • Grievances cell has been established and all complaints are properly addressed.
2.5.3 Student Activities:	<ul style="list-style-type: none"> • The college has formed an alumni association and they actively participate. • Students have been participating in sports and cultural activities at all levels.
2.5.4 Best Practices in Student Support and Progression (If any)	<ul style="list-style-type: none"> • Financial assistance to needy students. • Involvement of students in publications and extension work.
2.6 Governance and Leadership:	
2.6.1 Institutional Vision and Leadership:	<ul style="list-style-type: none"> • The management is committed to the goals and objectives of the institution. • Leadership is provided at different levels by constituting several committees. • Student population reflects the social composition.
2.6.2 Organizational Arrangements:	<ul style="list-style-type: none"> • Administration is decentralized as 21 committees assist the Management • The Management has an effective internal co-ordinating mechanism. • All the grievances are addressed.
2.6.3 Strategy Development and Deployment:	<ul style="list-style-type: none"> • The college has not evolved any perspective plan and it is necessary now. • Since the support from the State and UGC has come, it would be appropriate to prepare a perspective plan
2.6.4 Human Resource Management:	<ul style="list-style-type: none"> • Manpower available is adequate but additional support is required to strengthen the programmes as

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	<p>enrollment has improved considerably (from 615 in 1998 to 1563 in 2009).</p> <ul style="list-style-type: none"> • Self appraisal from the faculty every month is followed. • Faculty is encouraged to pursue their professional development.
2.6.5 Financial Management and Resource Mobilization:	<ul style="list-style-type: none"> • Accounts are audited and financial resources are better managed. • Budgetary provisions are made but additional resources are to be mobilized to expand the activities of the institution. • Additional funds are needed to augment the infrastructure.
2.6.6 Best Practices in Governance and Leadership (If any):	<ul style="list-style-type: none"> • Discipline is maintained and ambience good for learning. • There is harmony among the staff, students and management.
2.7 Innovative Practices:	
2.7.1 Internal Quality Assurance System:	<ul style="list-style-type: none"> • Committees have been constituted but a formal IQAC may be constituted by following the standard practice. • The committees may be assigned specific tasks and that can be formalized.
2.7.2 Inclusive Practices:	<ul style="list-style-type: none"> • Admission is based on the guidelines of the University and the State Government policy. • Preference is given to female students and gender balance is maintained.
2.7.3 Stakeholder Relationships:	<ul style="list-style-type: none"> • Stakeholders are involved through various committees. • The institution has established good reputation in the region.

P. Krishna
26/8

Section III: OVERALL ANALYSIS	Observations (Please limit to five major ones for each and use telegraphic language) (It is not necessary to denote all the five bullets for each)
3.1 Institutional Strengths:	<ul style="list-style-type: none"> • Committed management for supporting various academic activities. • Reasonably good infrastructure in the interior backward region and providing access to large number of female students.. • Scope for expanding its activities. • Excellent results and reputation in this area. • Support received from the State Government and also UGC recently.
3.2 Institutional Weaknesses:	<ul style="list-style-type: none"> • Lack of academic flexibility and few options. • Absence of funding support from National agencies. • Location of the college in the interior region. • Too much of emphasis on local language (Teaching in vernacular language).
3.3 Institutional Opportunities:	<ul style="list-style-type: none"> • Considerable scope exists for offering several courses and expand its academic activities. • To expand and strengthen extension activities. • To seek resources from various agencies including the local organizations. • To strengthen IT component and offer add-on courses in IT and languages.
3.4 Institutional Challenges:	<ul style="list-style-type: none"> • To strengthen the college by enlarging its activities. • For seeking resources to expand its activities and also for augmentation of infrastructure. • Imparting skills which may help the student community to seek employment. • Improve the standard and performance of students by teaching and additional skills strengthening co-curricular and extra- curricular activities.



Section IV: Recommendations for Quality Enhancement of the Institution
(Please limit to ten major ones and use telegraphic language) (It is not necessary to indicate all the ten bullets)
<ul style="list-style-type: none"> • Introduce add-on courses and vocational courses which will make the students employable. • Modernization of teaching and learning resources by augmenting infrastructure. • In view of the increasing number of students enrolled and girls outnumbering boys, it is imperative that college may offer PG courses in Hindi and also courses like B.B.A. and B.C.A. at undergraduate level. • Establish a central computing facility to offer IT related courses. • Separate common rooms for girls with all facilities needs to be provided on priority. • Library needs to be strengthened and a separate browsing centre to be setup • Additional faculty may be recruited to strengthen teaching and to offer Add-on courses. • Extension activities may be enlarged and sports activities to be further strengthened. • Faculty may be further encouraged for their professional development by incentivisation. • The college has to prepare a perspective plan by involving the stakeholders

I agree with the observations of the Peer Team as mentioned in this report.

**Signature of the Head of the Institution
(Dr. S. D. MORI)**



(Handwritten signature of Dr. S. D. MORI)

Seal of the Institution

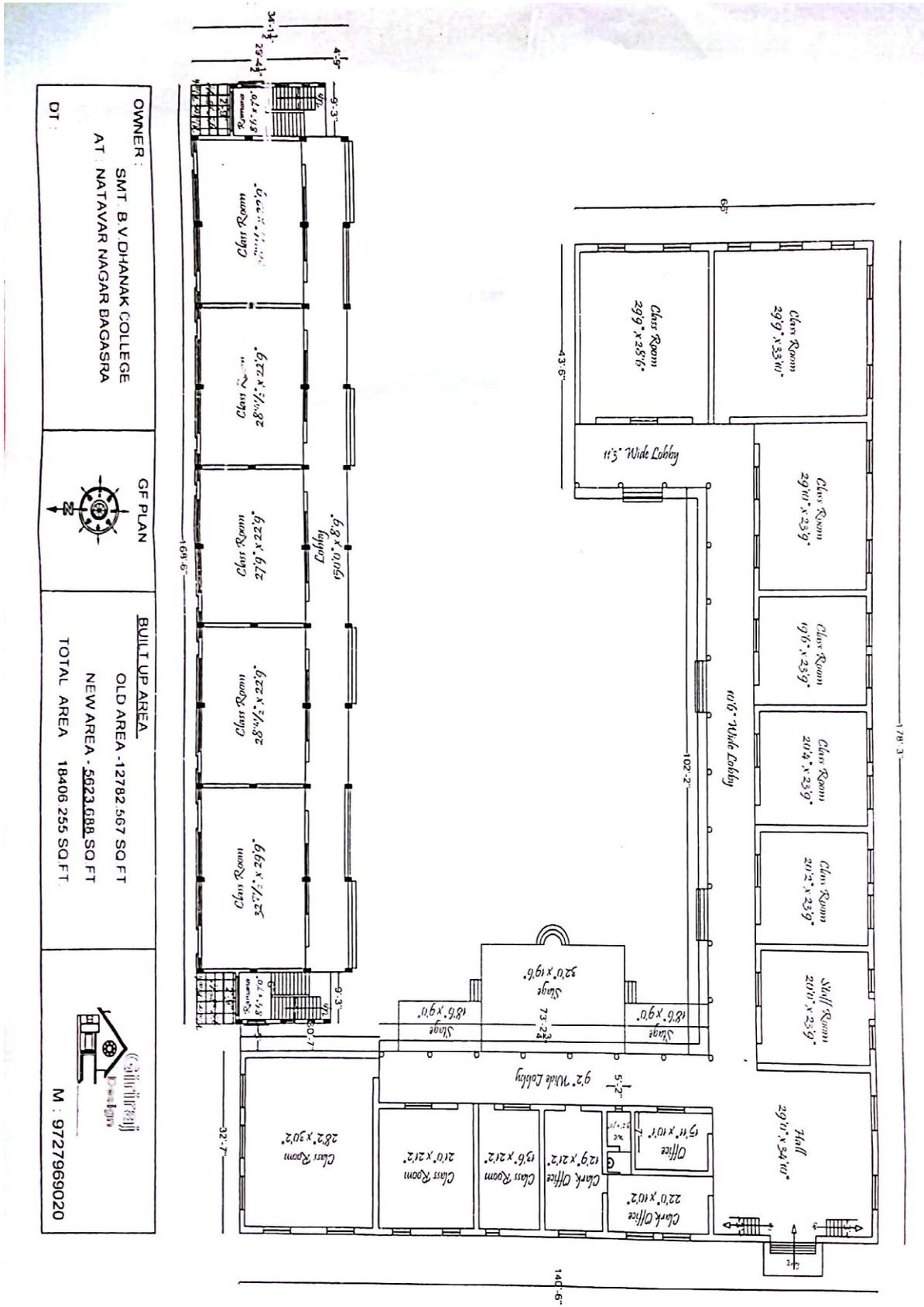
Principal
Smt. J. C. Dhanak Art's &
Commerce College
BAGASARA

Place: BAGASARA

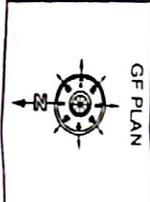
Date: 07/08/2009

Signatures of the Peer Team Members:

Name	Designation	Signature with date
Prof. P.K. Mishra	Chairperson	<i>(Handwritten signature and date 07/08/09)</i>
Prof. D. Shrijay Devaraj Urs	Member Co-ordinator	<i>(Handwritten signature and date 07/08/09)</i>
Dr. Shukla Mohanty	Member (She did not visit the college.)	<i>(Handwritten signature and date 07/08/09)</i>
B S Madhukar	NAAC Officer Name	



OWNER :
SMT. B.V. DHANAK COLLEGE
AT : NATAVAR NAGAR BAGASRA



BUILT UP AREA
OLD AREA - 12782.567 SQ. FT.
NEW AREA - 5623.688 SQ. FT.
TOTAL AREA 18406.255 SQ. FT.

M : 9727969020