

**Smt. R.P. Chauhan Arts & Smt. J.K. Shah & Shri K.D.
Shah Commerce College, VYARA.**

Annual Quality Assurance Report
(AQAR) of Internal Quality Assurance
Cell (IQAC)

Year: 2019-2020

(Accredited 'B' Grade-2.45 –CGPA (March-2015) by NAAC, Bangalore)

(Affiliated to Veer Narmad South Gujarat University, Surat)

Surat-Dhulia NH-6A, Vyara. 394650. Dist. TAPI.

E-Mail: acc_vyara@yahoo.co.in Contact No. (02626)222104, 220185

Website: vyaracollege.in

Part – A

1. **Data of the Institution**

- Name of the Institution
- Name of the Head of the Institution:
- Designation:
- Does the institution function from own campus:
- Phone no./Alternate phone no:
- Mobile no.:
- Registered e-mail:
- Alternate e-mail:

Smt. R.P. Chauhan Arts & Smt. J.K. Shah & Shri K.D. Shah Commerce College
Prin.Dr. Hitendrasinh Y. Kharvasiya
Principal
Yes
02626-220185, 220104
9727156028
acc_vyara@yahoo.co.in
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- Address

Surat-Dhulia NH-6A, Vyara. Dist. Tapi

- Address

At Post Paniyari

- City/Town

Vyara

- State/UT

Gujarati

- Pin Code

394650

2. Institutional status:

- Affiliated/Constituent:
- Type of Institution:

Grant in Aid

Affiliated

Co-education

- Location:

Rural

- Financial Status:

Grants-in aid/UGC 2f

- Name of the Affiliating University:

Veer Narmad South Gujarat University

- Name of the IQAC Co-ordinator:

Dr. Ashish B. Naik

- Phone no.:

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Alternate phone no.

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- Mobile:

9427812943

- IQAC e-mail address:

ashishmaitri@yahoo.co.in

- Alternate Email address:

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3. Website address:

Web-like of the AQAR:(previous Academic Year):

4. Whether Academic Calendar prepared during the year?

Yes/No....if yes, whether it is uploaded in the Institutional website: weblink:

5. Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.93	2008	5
2	2 nd Cycle	B	2.45	2014	5
3	3 rd Cycle				
4	4 th Cycle				

6. Date of Establishment of IQAC : (DD/MM/YYYY)

08/07/2009

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

- i [AQAR 2009 submitted to NAAC on 08/07/2009](#)
- ii [AQAR 2010 submitted to NAAC on 29/09/2010](#)
- iii [AQAR 2011 submitted to NAAC on 11/08/2011](#)
- iv [AQAR 2012 submitted to NAAC on 24/08/2012](#)
- v [AQAR 2013 submitted to NAAC on 27/11/2013](#)
- vi [AQAR 2014 submitted to NAAC on 21/08/2014](#)
- vii [AQAR 2015 submitted to NAAC on 10/09/2015](#)
- viii [AQAR 2016 submitted to NAAC on 11/02/2016](#)
- ix [AQAR 2017 submitted to NAAC on 14/09/2017](#)
- x [AQAR 2018 submitted to NAAC on 26/10/2018](#)
- xi [AQAR 2019 submitted to NAAC on 16/10/2019](#)

7.	Internal Quality Assurance System				
7.1	Quality initiatives by IQAC during the year for promoting quality culture				
	Item/Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries		
8.	Provide the list of funds by Central/State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.				
	Institution/Department /Faculty	Scheme	Funding agency	Year of award with during	Amount
	Smt.R.P.Chauhan Arts & Smt. J.K.Shah & ShriK.D. Shah Commerce College, Vyara. Dist. Tapi	NSS	VNSGU., SURAT	2019-20	50,165.02
	Smt.R.P.Chauhan Arts & Smt. J.K.Shah & ShriK.D. Shah Commerce College, Vyara. Dist. Tapi	Finishing School	KCG, Gujarat	2019-20	4,25,000.00
	Smt.R.P.Chauhan Arts & Smt. J.K.Shah & ShriK.D. Shah Commerce College, Vyara. Dist. Tapi	Placement	KCG, Gujarat	2019-20	50,000.00
9.	Whether composition of IQAC as per latest NAAC guidelines: Yes/No: Yes				

	* Upload latest notification of formation of IQAC: view file	
10.	No. of IQAC meeting held during the year: view file	
	The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website....Yes/No (Please upload, minutes of meeting and action taken report)	-No
11.	Whether IQAC received funding from any of the funding agency to supports its activities during the year?	
	If Yes, mention the Amount: -Nil-	Year: -2019-20

12.	Significant contributions made by IQAC during the current year(maximum five bullets)													
	● Lectures on Multidisciplinary subjects													
	● Carrier Guidance to students (B.A./Bcom. /M.A-2019-20)													
	● Celebrated ‘Nashabandhi Saptah’													
	● Celebrated Women Empowerment													
	● Voter Awareness programs													
13.	Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year													
	<table><tr><th>Plan of Action</th><th>Achievements</th></tr><tr><td>Training for B.Com /B.A students How to face Interviews/Personality Development/Communication Skill</td><td>Carrier oriented courses for girls students(Beauty Parlour & Sewing class) 48 girls trained= 37 girls took beauty parlour class and 30 girls took sewing class. Many girly joined both class.</td></tr><tr><td>Work on Research Methodology</td><td>Participated in Job placement fair at University place</td></tr><tr><td></td><td>Establishes master degree centre of M.A. (subject: Gujarati, Hindi, English & Sociology) in BAOU Centre</td></tr><tr><td></td><td>Student UPSC-GPSC Examination Guidelines Seminar</td></tr><tr><td></td><td>Training for B.Com students to learn GST & Tally Accounting</td></tr></table>		Plan of Action	Achievements	Training for B.Com /B.A students How to face Interviews/Personality Development/Communication Skill	Carrier oriented courses for girls students(Beauty Parlour & Sewing class) 48 girls trained= 37 girls took beauty parlour class and 30 girls took sewing class. Many girly joined both class.	Work on Research Methodology	Participated in Job placement fair at University place		Establishes master degree centre of M.A. (subject: Gujarati, Hindi, English & Sociology) in BAOU Centre		Student UPSC-GPSC Examination Guidelines Seminar		Training for B.Com students to learn GST & Tally Accounting
Plan of Action	Achievements													
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	Student UPSC-GPSC Examination Guidelines Seminar													
	Training for B.Com students to learn GST & Tally Accounting													
14.	Whether the AQAR was placed before statutory body? Yes/No: Yes													

	<table border="1"> <tr> <td>Name of the Statutory body:</td> <td>Date of Meeting(s):</td> </tr> <tr> <td>Institutional Committee</td> <td>14/06/2018</td> </tr> </table>					Name of the Statutory body:	Date of Meeting(s):	Institutional Committee	14/06/2018
Name of the Statutory body:	Date of Meeting(s):								
Institutional Committee	14/06/2018								
15.	Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?	Yes		No	✓				
	Date:								
16.	whether institutional data submitted to AISHE:	Yes	✓	No					
	Year: 2017-2018	Date of Submission: 2019-01-24 11:19:19							
17.	Does the Institutional have Management Information System?	Yes	✓	No					
	If yes, give a brief description and a list of modules currently operational. (Maximum 500 words)								
Annexure-1									

Part-B**CRITERION I – CURRICULAR ASPECTS**

1.1 Curriculum Planning and Implementation					
1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words					
View File					
1.1.2 Certificate/ Diploma Courses introduced during the Academic year					
Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development	
No Data Entered/Not Applicable !!!					
1.2 Academic Flexibility					
1.2.1 New programmes/courses introduced during the Academic year					
Programme with Code	Date of Introduction		Course with Code	Date of Introduction	
No Data Entered/Not Applicable !!!					
1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system is implemented at the affiliated Colleges (if applicable) during the Academic year.					
Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System		
BA	English	--	15/06/2019		
BA	Gujarati	GUJARATI	15/06/2019		
BA	Economics	--	15/06/2019		
BA	Sociology	--	15/06/2019		
BCOM	Accountancy		15/06/2019		
	Marketing		15/06/2019		
	Computer application		15/06/2019		
1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year					
No of Students(ENROLL)	Certificate		Diploma Courses		
46	CCCD (BAOU)				
02	CTE(BAOU)				
11	CCC(BAOU)				
06	CFN(BAOU)				
1.3 Curriculum Enrichment					
1.3.1 Value-added courses imparting transferable and life skills offered during the year					
Value added courses		Date of introduction		Number of students enrolled	
Training on Entrepreneurial skills for the women students were given by conducting workshops on Sewing.		3 Months		Sewing : 56	
Training on Entrepreneurial skills for the women students were given by conducting workshops on beauty parlor.		3 Months		beauty parlour :59	
Tally (for B.Com students)		3 Months		100	
1.3.2 Field Projects / Internships under taken during the year					
Project/Programme Title			No. of students enrolled for Field Projects / Internships		
1.4 Feedback System					

1.4.1 Whether structured feedback received from all the stakeholders.					
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents	
Yes	Yes	No	Yes	No	
1.4.2 How the feedback obtained is being analysed and utilized for overall development of the institution? (maximum 500 words)					
CRITERION II -TEACHING-LEARNING AND EVALUATION					
2.1 Student Enrolment and Profile					
2.1. 1 Demand Ratio during the year					
Name of the Programme	Number of seats available	Number of applications received	Students Enrolled		
FBA	910	629	629		
SBA	780	477	477		
TBA	650	405	405		
FBCOM	260	211	211		
SBCOM	260	120	120		
TBCOM	260	121	121		
MA-I	70	56	56		
MA-II	70	64	64		
2.2 Catering to Student Diversity					
2.2.1. Student - Full time teacher ratio (current year data)					
Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019-20	1963	120	21	00	10
2.3 Teaching - Learning Process					
2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)					
Number of teachers on roll	Number of teachers using ICT (LMS, e-Resources)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
21	06	14	14	01	04
2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)					
Institute has a well defined policy of mentoring newly admitted undergraduate students. Institute admits students from various socioeconomic backgrounds from rural areas. Institute made a special committee to be aware of Subjects, about college and university rules and regulation, the Marking System, etc to newly admitted students. In the same session head of the departments also briefs the fresh students about their individual department there courses. Institute organized the induction program for fresh students during the first two weeks of their first semester in the institute. On the very first day Principal of the institute addressed fresh students giving them the basic information about the Institute.					

Number of students enrolled in the institution	Number of full time teachers	Mentor: Mentee Ratio
960*	21	45.71
*students enrolled: UG-PG		

2.4 Teacher Profile and Quality

2.4.1 Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
38	22	02	--	07

2.4.2 Honours and recognitions received by teachers

(received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable!!!			

2.5 Evaluation Process and Reforms

2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year:

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
B.A. Sem-VI		Semester	24/04/2020	11-11-2020
BCom-VI		Semester	24/04/2020	26-11-2020
M.A Sem-IV		Semester	24/04/2020	12-11-2020

[View File](#)

2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

- Internal assessment as per University norms.
- Model examinations conducted by an internal examination committee.
- The Principal and the Heads of Department monitor the performance of the students by making an analysis after every internal test and external examination.
- The teachers make an analysis of the performance of students after every internal test and external examination in departmental meetings.

2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

As per Government/University Calendar

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the web link)

http://vyaracollege.in/courses_offer.aspx

2.6.2 Pass percentage of students

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
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	TBA-VI	405	351	87.75%
	TBCOM-VI	121	51	42.43%
	MA-IV	64	62	97.01%
2.7 Student Satisfaction Survey				
2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)				
CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION				
3.1 Resource Mobilization for Research				
3.1.1 Research funds sanctioned and received from various agencies, industry and other organisations				
Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects	--	--	--	--
Minor Projects	--	--	--	--
Interdisciplinary Projects	--	--	--	--
Industry sponsored Projects	ABN	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students Research Projects (other than compulsory by the College)	--	--	--	--
International Projects	--	--	--	--
Any other(Specify)	--	--	--	--
Total	--	--	--	--
3.2 Innovation Ecosystem				
3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year				
Title of Workshop/Seminar	Name of the Dept.		Date(s)	
UPSC-GPSC Examination Guidance	Economics		22-07-19	
Daxin Gujarat Gujarati Sangh Vidhyavistar Vyakhyanmala	Gujarati		24-01-20	
Yuva Sahkari Sixashan Class	NSS		17-09-19	
View File				
3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year				
Title of the innovation	Name of the Awardees	Awarding Agency	Date of Award	Category
No Data Entered/Not Applicable !!!				
3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year				
Incubation Centre	Name		Sponsored by	
No Data Entered/Not Applicable !!!				
Name of the Start-up	Nature of Start-up		Date of commencement	
No Data Entered/Not Applicable !!!				
3.3 Research Publications and Awards				
3.3.1 Incentive to the teachers who receive recognition/awards				
State	National		International	

No Data Entered/Not Applicable !!!						
3.3.2 Ph. Ds awarded during the year (applicable for PG College, Research Center)						
Name of the Department			No. of Ph. Ds Awarded			
No Data Entered/Not Applicable !!!						
3.3.3 Research Publications in the Journals notified on UGC website during the year						
	Department	No. of Publication		Average Impact Factor, if any		
National						
International						
No Data Entered/Not Applicable !!!						
3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year						
View File						
3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index						
Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
No Data Entered/Not Applicable !!!						
3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)						
Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :						
No. of Faculty	International level		National level		State level	Local level
Attended Seminars/ Workshops	02		07		04	--
Presented papers	02		02		01	--
Resource Persons	--		--		--	
View File						
3.4 Extension Activities						
3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non-Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year						
Title of the Activities	Organising unit/ agency/ collaborating agency		Number of teachers coordinated such activities		Number of students participated in such activities	
View File						
3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year						
Name of the Activity	Award/recognition		Awarding bodies		No. of Students benefited	

No Data Entered/Not Applicable !!!				
3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year				
Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers coordinated such activities	Number of students participated in such activities
Drugs Awareness	Gujarat Police, Dist.Tapi	Lectures	05teachers	228
Voter awareness	Election Department, Tapi District Govt. Of Gujarat	Lectures, Visit to Village	04 teachers	280
Blood Donation Camp	Janak Smarak Hospital Blood Bank	Blood Donation	03 Teachers 2 Doctors & 2 Technician	16
View file				
3.5 Collaborations				
3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the year				
Nature of Activity		Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!				
3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year				
Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	participant
No Data Entered/Not Applicable !!!				
3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year				
Organisation		Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs
-----Nil-----				
CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES				
4.1 Physical Facilities				
4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year				
Budget allocated for infrastructure augmentation		Budget utilized for infrastructure development		
---		---		
4.1.2 Details of augmentation in infrastructure facilities during the year				
Facilities			Existing	Newly added
Campus area			7.1 (acre)	-
Classrooms			34	-
Laboratories			02	-
Seminar Halls			01	-
Classrooms with LCD facilities			08	-

Classrooms with Wi-Fi/ LAN		-	-			
Seminar halls with ICT facilities (Auditorium Hall)		01	-			
Video Centre		-	-			
No. of important equipment purchased (≥ 1-0 lakh) during the current year. UPDATED CCTV Cameras		-	-			
Value of the equipment purchased during the year (Rs. in Lakhs)		-	-			
Others		-	-			
4.2 Library as a Learning Resource						
4.2.1 Library is automated {Integrated Library Management System -ILMS}						
Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation			
Soul	partially	2.0	2008			
4.2.1 Library Services:						
	Existing		Newly added	Total		
	No.	Value	No.	Value	No.	Value
Text Books	11183		133	22096.39	11316	
Reference Books	47147	4620112.25	42	1538	47189	4621650.25
e-Books	--	--				
Journals	43	41792				
e-Journals	--	--				
Digital Database	--	--				
CD & Video	413	--				
Library automation	--	--				
Weeding (Hard & Soft)	--	--				
Others (specify)	--	--				

4.3 IT Infrastructure									
4.3.1 Technology Upgradation (overall)									
	Total Computer s	Comp uter Labs	Inter net	Browsin g Centres	Computer Centres	Office	Departmen ts	Available bandwidth (MGBPS)	Others
Existing	76	57	20	07	--	06	05	01	76
Added	--	--	--	--	--	--	--	--	--
Total	76	57	20	07	--	06	05	01	76
4.3.2 Bandwidth available of internet connection in the Institution (Leased line)									
Broadband 10 MBPS									
4.3.3 Facility for e-content									
Name of the e-content development facility					Provide the link of the videos and media centre and recording facility				
---					---				
4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc									
Name of the teacher		Name of the module			Platform on which module is developed		Date of launching e - content		
-----Nil-----									

4.4 Maintenance of Campus Infrastructure			
4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year-2019-20			
Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
ICT	Internet Charges		27000
	Phone Charges		34115
	Postage Charges		8043
Campus Facility	Campus Maintenance		16600
	Repairs & Maintenance		24890
	Electrical Maintenance		231702
	Electricity charges		233731
	AMC		6000
Computer Equipment	Computer Repair & Maintenance		87240
	Securities Guard		
Equipment		--	157211

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (<i>maximum 500 words</i>) (information to be available in institutional Website, provide link)					
CRITERION V - STUDENT SUPPORT AND PROGRESSION					
5.1 Student Support					
5.1.1 Scholarships and Financial Support: 2019-20					
	Name /Title of the scheme	Number of students		Amount in Rupees	
Financial support from institution	Mehta & Shah Family	1		5000	
Financial support from other sources					
-State Government	SCST+OBC Scholarship	1875+75=1950		13919830 +553130= 14,472,960	
a) National (Ph.D. Fellowship)	--	2		6,72,000	
b) International	--	--		--	
5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,					
Name of the capability enhancement scheme		Date of implementation		Agencies involved	
No Data Entered/Not Applicable !!!					
5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year					
Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
No Data Entered/Not Applicable !!!					
5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year					
Total grievances received		No. of grievances redressed		Average number of days for grievance redressal	
00		00		00	
5.2 Student Progression					
5.2.1 Details of campus placement during the year					
On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
Comet Motors	--	--		43	10
Jain Trading Co.	--	--		10	02

5.2.2 Student progression to higher education in percentage during the year :					
Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2019-20	47	B.A. ECONOMICS	Arts	Other Institute, Other University	Different Programme
	41	B.A. SOCIOLOGY	Arts	Other Institute, Other University	Different Programme
	33	B.A. GUJARATI	Arts	Other Institute, Other University	Different Programme
	59	B.A. ENGLISH	Arts	Other Institute, Other University	Different Programme
	40	M.A.GUJARATI	Arts	Other Institute, Other University	Different Programme
	01	M.A. ENGLISH	Arts	Other Institute, Other University	Different Programme
	27	BCOM.ACCOUNTANCY	Commerce	Other Institute, Other University	Different Programme
	12	BCOM.MARKETING	Commerce	Other Institute, Other University	Different Programme
	03	BCOM. COMP.APPLI.	Commerce	Other Institute, Other University	Different Programme
View file					
5.2.3 Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)					
Items		No. of Students selected/ qualifying		Registration number/roll number for the exam	
NET		--		--	
SET		--		--	
SLET		--		--	
GATE		--		--	
GMAT		--		--	
CAT		--		--	
GRE		--		--	
TOFEL		--		--	
Civil Services		--		--	
State Government Services		--		--	
Any Other		--		--	

5.2.4 Sports and cultural activities / competitions organised at the institution level during the year						
Activity			Level		Participants	
View File						
5.3 Student Participation and Activities						
5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)						
Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
Not Applicable						
5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)						
Our college has Students' Council under seven different heads. The Students' Council comprises of Principal, teachers and elected students. The elected students are the representative of each class and division elected democratically. The General Secretary and Cultural Secretary discuss with the elected student for representation in different committees and nominate them. The meeting is held with chairpersons and elected students. The Principal gives all the information regarding the activities of the students' council. The Finance committee plans the Budget of Students' Council and the funds are used to undertake various activities of Students' Council committee during the year. Audited report of the Students' Council is published every year in college magazine. The Cultural committee of the college works with the objective of developing the cultural talents of the students, improving their capabilities to work as a team and raising their level of self-confidence. The committee conducts various programmes like Garba Celebration and Competition (like well action, well dress, etc.), 'Anand Melo' (There are students sale various type of food, small game etc). Talent Show. It is major activities. Mehndi competition, Handicraft competition, Drawing competition, Talent Hunt and Poem recitation. Our student also outshined at State, National and International level competition. Students also participate at the Veer Narmad South Gujarat University Youth festival and bring laurels to the institution. The College magazine 'Aranyak' has been published since its inception viz 1972-73. Magazine Committee provides platform to the students for self-expression in written form and to cultivate the literary taste and reading habits in students. It also highlights the activities organised in the college through the reports of various committees. The magazine is one of the way to motivate students as we publish the photographs of students who outshined at College, University, State, National and International level. Planning forum Committee organises various guest lectures on different issues related to Guidelines of IQAC. The Spots Committee of the college work with the students and their skill and encourage them as per their skill. Organize various competition of sports like Kho-Kho, Kabbardi, Athletics, Cycling, Inter college level, University level, State Level etc. Our college students and teams are university first & state lave first in many games.						
5.3 Alumni Engagement						
5.3.1 Whether the institution has registered an Alumni Association? Yes/No, if yes give details (maximum 500 words):						
Yes. But Not Registered						
5.3.2 No. of registered enrolled Alumni:						
5.3.3 Alumni contribution during the year (in Rupees) :						
-----Nil-----						
5.3.4 Meetings/activities organized by Alumni Association :						
-----Nil-----						
CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT						
6.1 Institutional Vision and Leadership						
6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)						

- To cater quality education in the tribal area
- To impart qualities of leadership among the tribal students
- To bridge the gap between tribal and urban cultures by encouraging dialogue between To make the tribal people aware of their rights and social responsibilities them through education
- To illumine the path of civilization and cultural journey by progression of knowledge and advancement of learning
- To enable all the classes of society to have the privilege of higher education beyond the barriers of caste, creed and gender
- To create and maintain the relevance of humanities, social sciences, IT and commerce in the present scenario of science and technology.
- To nurture a good citizenship.
- To be enlightened towards technology.
- To impart qualities of hygiene.
- To Generate Self- Employment
- *Bi Annual Multidisciplinary Research Journal with ISSN number will be published from Tribal Research Centre from the college.*

We intend to erect a solar system programme with the assistance of Central & State Government's financial help.

6.1.2 Does the institution have a Management Information System (MIS)?

Yes/No/Partial: No.

as per Annexure-1

6.2 Strategy Development and Deployment

6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

❖ Curriculum Development

- ❖ As an Affiliated college the curriculum designed by the Veer Narmad South Gujarat University, Surat is followed.
- ❖ Constructive feedback and suggestions for improving syllabus are invited by Heads of Departments from faculties and in this way all teachers are involved in the process of finalising the suggestions to be made to the board.
- ❖ The syllabus of each subject is upgrade every 3 years by the University.
- ❖ Our few professors are a research guide they are providing their knowledge to the research scholar.

❖ Teaching and Learning

- ❖ Different types of learning environments are created starting from Library. College library is updated every year with required books and publication.
- ❖ Referencing to Paper Presentation in Workshops /Conferences.
- ❖ Guest lectures, assignments, seminars, and projects are used besides written tests to evaluate students' performance. This helps to improve their creativity, originality and analytical thinking.
- ❖ Quizzes and case studies are provided to the students on various topics to gain practical learning experience.
- ❖ Interactive means of taking classes is achieved by way of question – answer sessions and group discussions.
- ❖ Students are guided to use the library and other reference e- sources while preparing their assignments.
- ❖ 12 class rooms are equipped with LCD projectors.
- ❖ College building is covered with Wi-Fi.

❖ Examination and Evaluation

- Internal assessment as per University norms.
- Semester Test, weighage of marks for Internal and External Exams are fixed by the Veer Narmad South Gujarat University at UG and PG level.
- Students are given fully understanding of paper style, examination methods, weighage of marks, etc. by the faculties in the classrooms
- Model examinations conducted by an internal examination committee.
- The Principal and the Heads of Department monitor the performance of the students by making an analysis after every internal test and external examination.
- The teachers make an analysis of the performance of students after every internal test and external examination in departmental meetings.
- Assignment, attendance and Internal marks are allotted as per University rules and displayed on notice board. In case, a student needs help, they can approach a teacher.
- All classrooms installed with CCTV cameras. Constantly monitored through Principal's office.

❖ Research and Development

- The staff are encouraged to submit proposals for minor projects and major projects.
- Identifies various funding agencies for the submission of project proposals from various disciplines.
- Motivates the staff and students to publish their research findings in reputed national and international journals.
- Enhancement of infrastructure facilities.

❖ Library, ICT and Physical Infrastructure / Instrumentation

- Library users can make use of library resources and services, adequately to their satisfaction.
- They have confidence and independence to use the information and facilities.
- Awareness of the library, its services offered and timings of the library.
- Where specific items can be found and how to obtain the needed library material.
- Proper guidance is provided to the students and research scholars for searching databases.
- Also day-to-day assistance is provided whenever needed.
- Monthly book exhibitions, Workshops related to Library and Information Science & Technology are being conducted.
- Create & Share – a Student Notice board

ICT

- The ICT facilities and other learning resources are adequately available in the institution for academic and administrative purposes.
- Departments have separate collections of books purchased under UGC funds and under individual projects.
- Most classrooms have been provided with a desktop, portable LCD projector.
-

Physical Infrastructure :

- Indo-American Institute block (BCA)
- Praful-Bhakti PostGraduate Study & Research Centre
- Tribal Research Centre
- Library block
- 'Sitaram' Auditorium
- Women's Hostel
- Boys Hostel
- Sports pavilion
- Shift II Office
- Seminar Halls (2 Nos)
- Canteen
- Good toilet facilities in the new block for both men and women
- RO plant installed in for drinking water (2 different places)

The College is under central surveillance with the installation of CCTVs at several locations on campus as well as classrooms to ensure safety and security of the campus community.

❖ Human Resource Management

- The staff association takes care of the requirements of the staff by discussing with the management and a healthy relationship is maintained.
- At the beginning of each academic year the Management reviews the existing positions and identifies personnel for various teaching and non-teaching positions based on recommendations from the departments through the principal
- Our Secretary and Correspondent of the college is providing dynamic leadership and good governance and administration to carry out various requirements of effective Human Resource management in place
- The Management interacts with Teaching and Non-teaching staff at frequent intervals of time.
- A Chief Administrative officer along with his trained staff co-ordinates matters relating to the finance and other related activities.
- Regular notification and circulars of varied activities are displayed on college notice board and website.
- Leave record and attendance record of staff is monitored and maintained. Attendance records of teaching and non-teaching staff is regularly updated.

❖ Industry Interaction / Collaboration

❖ Admission of Students

- No capitation fee or donation for admission to any course
- 100% Merit based admission is given for all the branches including management quota
- An admission committee monitors and executes the admissions
- Admission of Students' as per VNSGUni, Surat and Govt. of Gujarat guidelines
- Admission procedure is computerized
- On-line applications are made available from university

6.2.2 : Implementation of e-governance in areas of operations:

Planning and Development

Administration	-Online Admission system through college ERP System. -Communication through official email Ids with HEI and University, UGC. -Income Tax calculation prepared by college for staff, salary slip generate by office for staff
Finance and Accounts	-Tally software for accounts
Student Admission and Support -Online Enrolment, Admission & Scholarship	All the seats in Aided/ self-finance classes for first year B. Com and PG (MA) were filled up in centralised admission process through VNSGU. College has deployed ERP System. Student Enrolment
Examination	The result of final exam is displayed online by the University Mark entry for internal as end semester examination is done through ERP and shown to students before final submission on university ERP system. The exam time table for Internal and Final exams are displayed on notice board and website(university exam URL link) for the students. Internal marks are also submitted to the University.

6.3 Faculty Empowerment Strategies

6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
------	-----------------	--	--	-------------------

-----Nil-----

6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
--	--	--	---	--	--

6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	Date and Duration (from – to)
Faculty Development Programmes (National)	03	14/10/2019 to 20/10/2019

[View File](#)

6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):

Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary
Nil	Nil	01 (5 years fix pay)	Fulltime

6.3.5 Welfare schemes for

Teaching	• Maternity leave for self- finance and Adhoc Faculty • Consumer Co-operative Society • Uniforms and washing allowance to peon
Non teaching	• Maternity leave for self- finance and Adhoc Faculty • Consumer Co-operative Society
Students	• Counsellor to deal with their academic and psychological problems • Career guidance • Organize health awareness programmes • Women student's forum invites expert doctors for creating awareness about women related health problems • Installation of RO plant • Scholarships to needy students • Bus passes in collaboration with the GSTC.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

- Twice in a year Internal audit by local level Chartered Accountant. Audited by M/S CHRISTE & CO., Surat.
- Once in a year external financial audit by Government Auditor

6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies/ individuals	Funds/ Grants received in Rs.	Purpose
-----Nil-----		
6.4.2 Total corpus fund generated	-----Nil-----	

6.5 Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	--	No	--
Administrative	No	--	No	--

6.5.2 Activities and support from the Parent – Teacher Association (at least three)

- Regularly help the institution to improve upon teaching-learning-process and overall discipline in the college.
- To help and guidance to students for academic related queries by teachers and administrative staff.

6.5.3 Development programmes for support staff (at least three)

6.5.4 Post Accreditation initiative(s) (mention at least three)

- ❖ Finishing School Program (40 Hours):- Training for Final year B.A. students was successfully completed with 40 students securing certificates. The classes were conducted by the expert appointment by Knowledge Consortium of Gujarat.
- ❖ Organised GST & Tally Accounting Training to learn to B.Com. Students. 50 students completed.
- ❖ Carrier oriented courses for girls students Beauty Parlor & Sewing class which conducted by Shri Ramkrushn welfare Society, Asthan, Bardoli. 48 girls competed Beauty Parlor & Sewing Class in 2 batches at our college campus.

6.5.5

- a. Submission of Data for AISHE portal : (Yes)
 b. Participation in NIRF : (No)
 c. ISO Certification : (No)
 d. NBA or any other quality audit : (No)

6.5.6 Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to----- -)	Number of participants

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 - Institutional Values and Social Responsibilities****7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)**

Title of the programme	Period (from-to)	Participants	
		Female	Male
----Nil-----			

**7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:
Percentage of power requirement of the College met by the renewable energy sources**

--

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	Yes	
Provision for lift	No	N.A.
Ramp/ Rails	yes	02
Braille Software/facilities Library Corner	Yes	Library Corner
Rest Rooms	No	01
Scribes for examination	No	When required
Special skill development for differently abled students	No	--
Any other similar facility		Special arrangement is given to students who fall sick or in case of accident during examination.

7.1.4 Inclusion and Situatedness**Enlist most important initiatives taken to address locational advantages and disadvantages during the year**

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
2019-20		2+2	08/02/2020	Blood donation camp	Social Services	16
2019-20			20/02/2020	Talent Show	Self Awareness	247

			04/01/2020	Distribution cloths to remand home Childs and other poor needy	Social Services	45+4
			04/01/2019	Remand Home Vyara "Vichar Gosthi"	Social Services	40+3
		02 (Principal, Surpunch)		NSS Camp – Gandhi Vidhyapith, Vedchhi Village	Social Services	
				National Voter Day & Voter Awareness Program	Social Services	
				Tree Plantation		3+45
				Cleanness Program		
			13/02/2020	Tribes Folk Song, Dance and Food programs	Social Services	

7.1.5 Human Values and Professional Ethics

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (maximum 100 words each)
-----Nil-----		

7.1.6 Activities conducted for promotion of universal Values and Ethics

Activity	Duration (from-----to-----)	Number of participants
World Blood Donation day	14/06/2019	
World Yoga Day	21/06/2019	
Career Guidance	28/07/2019	
'Guru Purnima' celebration	27/07/2019	
Women Empowerment	01/08/2019 to 14/08/2019	
Motivation Seminar	02/08/2019	
Environment Day plant Distribution	3/8/2019	
World Tribal Day	9/8/2019	
Cleanness Survey Program	11/08/2019	
15th Aug. Independence Day	15/08/2019	
'Sadbhavna' Day	20/08/2019	
Career Guidance Seminar	23/08/2019	
Safai Abhiyan' (college campus, classroom)	25/08/2019	
Teacher's Day " Dr. Ramkrishnan Pillai"	5/9/2019	
Youth Voter Program	28/09/2019	
Mahatma Gandhi Birthday Celebration	02/10/2019	

Sardar Vallabhbhai Patel Birthday Celebration	31/10/2019	
Folk Song Competition		
Swami Vivekanand Birthday Anniversary	13/01/2020	
Republic Day celebration	26/01/2020	337+12
Blood Donation Camp	03/02/2020	16
Finishing School	03/03/20 to 12/03/2020	40

7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)

- The campus itself is full of greenery
- Water recharge management facility
- Cleanness approach

7.2 Best Practices

Describe at least two institutional best practices

1. Sports [view file](#)
2. NSS [view file](#)
3. Saptdhara [View File](#)

- Providing Wi-Fi facility to the staff room and administrative office. NAMO WiFi install in College Building for students & staff.
- Fourteen class rooms equipped with audio-visual teaching aids
- Separate exam cell board rooms are made available.
- Connect with Inflibnet (National Level) (staff & students user ID) and Soul software to maintain Library books
- Training on Entrepreneurial skills for the women students were given by conducting workshops on Sewing and beauty parlour etc.
- Training in soft skills

7.3 Institutional Distinctiveness

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust
Provide the web link of the institution in not more than 500 words

1. Realizing the need of people living in the tribal region facing problems with time and money, the College runs BAOU Study Centre to cater educational activities to the society at large.

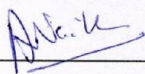
2. The in availability of NOC due to the policy of the Government, the vacant seats for administrative staff are not filled up. For that reason, we have to appoint staff on Adhoc basis. In the office, the adhoc staff comprises of our past students and in this way we are helpful to them.
3. To aware about self realisation through extension activities like Spatdhara for Cultural, NSS for social awareness NCC for patriotism.

8. Future Plans of action for next academic year (500 words)

To arrange short term course personality development
 To arrange short term course of Diary Business
 To arrange short term course of Beauty parlor & Fashion Designing
 To arrange classes of Warli Printing
 To arrange to shorter course of Computer

Name Dr. Ashish B. Naik

Name Dr. H.Y. Khavasiya



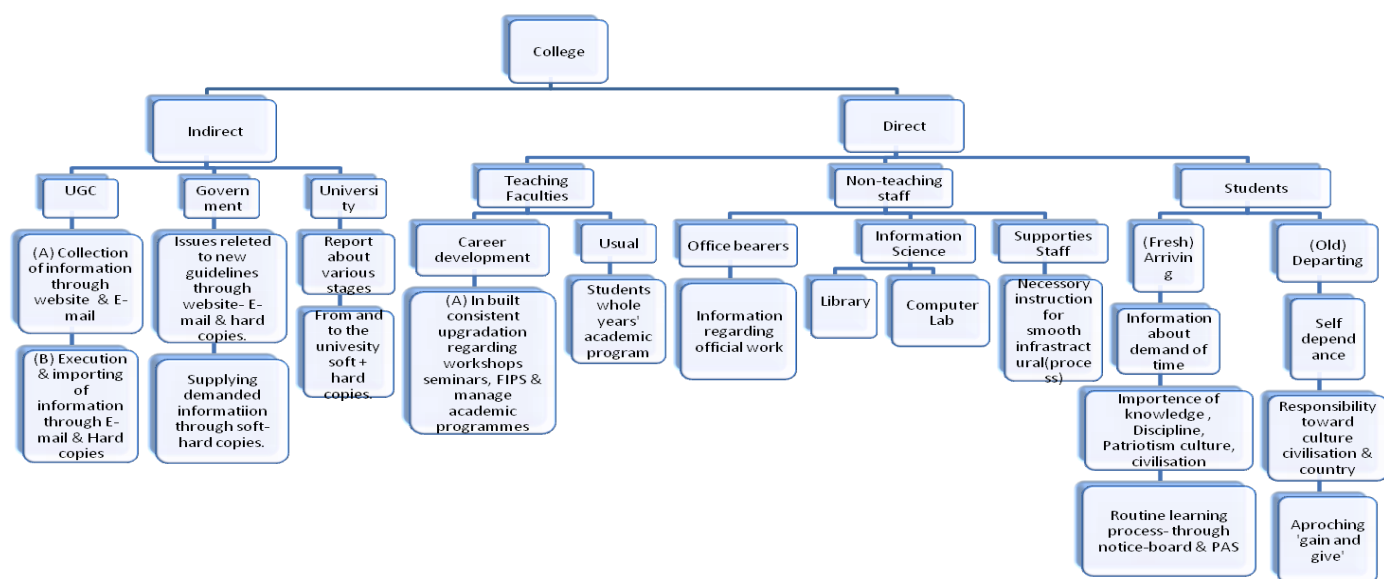
Signature of the Coordinator, IQAC
Co-Ordinator
I. Q. A. C. Cell
Arts & Commerce College,
VYARA-394 650. Dist. Tapi.



Signature of the Chairperson, IQAC
Chairman
I. Q. A. C. Cell
Arts & Commerce College,
VYARA-394 650. Dist. Tapi.

Annexure-1

Institutions Management Information System



Teaching & Learning Process

