

SELF STUDY REPORT

SUBMITTED TO
NATIONAL ASSESSMENT
AND
ACCREDITATION COUNCIL
BANGALORE

JIVAN JYOT TRUST



J. Z. SHAH ARTS & H. P. DESAI COMMERCE COLLEGE
AMROLI-SURAT
GRANT – IN – AID COLLEGE

AFFILIATED TO
VEER NARMAD SOUTH GUJARAT UNIVERSITY
SURAT

February - 2013



**J. Z. SHAH ARTS
&
H. P. DESAI COMMERCE
COLLEGE
AMROLI-SURAT**



Late Shri Kantilal J. Shah
Founder
Jivan Jyot Trust



Shri Bharatbhai V. Shah
President
Jivan Jyot Trust



Principal
Dr. Kishorsinh N. Chavda

Principal

- **Dr. Kishorsinh N. Chavda**

Co-ordinator

- **Mr. Siby K. Antony**
(Associate Professor of English)

Steering
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- **Mr. Ajit R. Naik** (Associate Professor of Commerce)
- **Ms. Ritu R. Agarwal** (Associate Professor of English)

ACKNOWLEDGEMENT

This Self Study Report for Re Accreditation of the college is the outcome of the joint efforts put in by a number of people. Without dedication and vigilance it would not have been possible to prepare the report with accurate data.

*I would like to **thank** NAAC for the guidelines provided in the manual and the promptness in communicating with us. **I am grateful** to Jivan Jyot Trust for the moral and psychological support and encouragement which boosted our efforts.*

*I express my **gratitude** to Prin. Dr. Kishorsinh N. Chavda for his sustained support and continuous concern. **I am indebted** to the teaching staff of the college for supplying the reports of the activities organized by various committees during the last 5 years and also for providing data of their individual accomplishments.*

***Sincere thanks are due** to the administrative and support staff for their whole hearted assistance. **I feel obliged to** the principals of the colleges in South Gujarat who took pains to give us the results and admission details of the last five years.*

*Finally, **boundless gratitude is due** to the members of the Steering Committee – Mr. Ajit R. Naik, Dr. Rustom N. Sadri and Ms. Ritu R. Agarwal for the untiring and balanced labour towards the making of a coherent Self Study Report.*

Prof. Siby K. Antony

Steering Committee Coordinator

J. Z. SHAH ARTS & H. P. DESAI COMMERCE COLLEGE

Student Strength

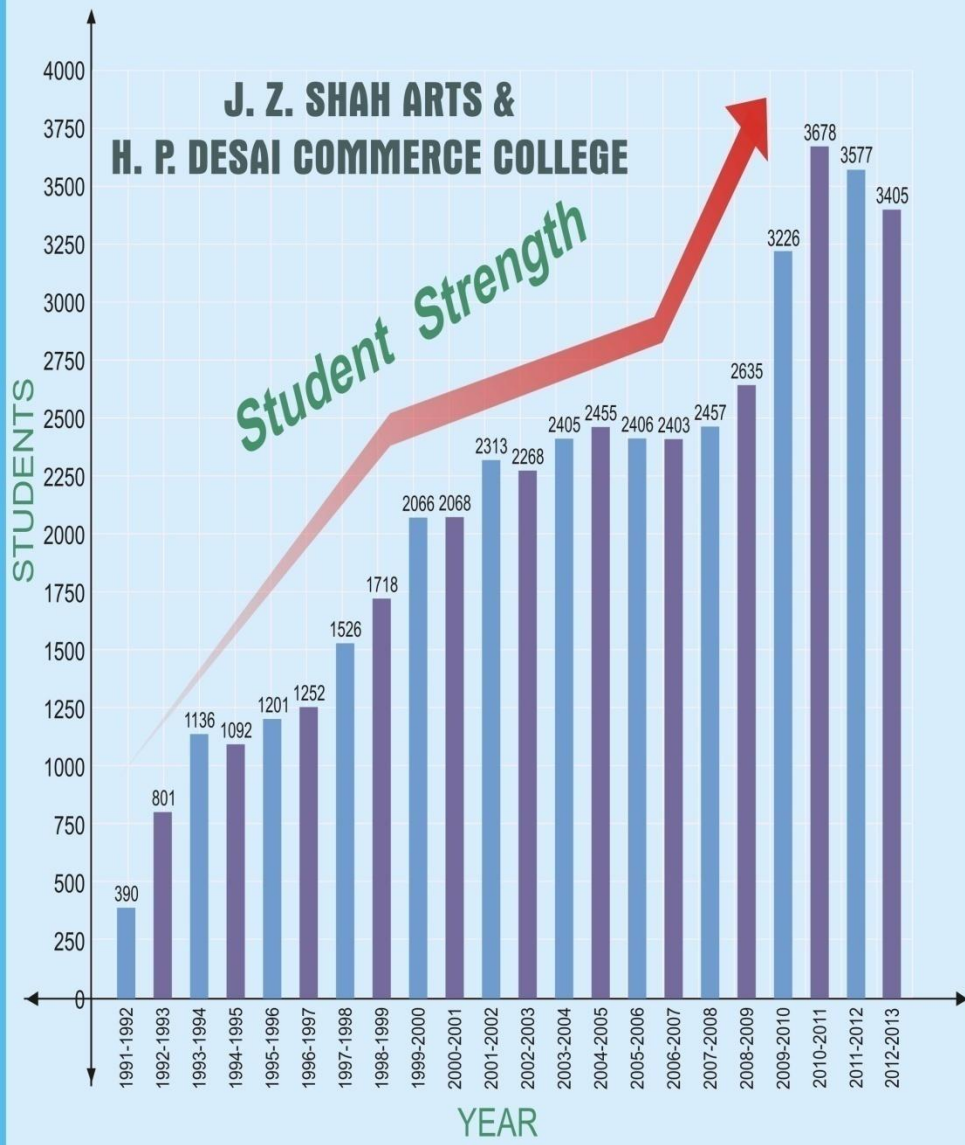


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A. Preface

Work done well is work worth documentation and it marks a record of the accomplishments, charts the growth, traces the development and chronicles the progress of the timeline. The Self-Study Report for Re- accreditation presented here summarizes the institutional development from the year 2008 onwards till 2012. The first cycle of accreditation was done in 2008 March and it gave an impetus for further development. It helped to streamline the 'process' and it also paved the way for a futuristic approach. Quality sustenance and quality enhancement became the major goals of the institute during the journey of embarking on Quality initiatives.

Thanks to the guidelines provided by NAAC and the report of the Peer team, the college moved with a set aim to achieve the goals and the present report exemplifies it. Each criterion discussed gives a fact based idea of the real situation of the college and while drafting this it also gave a peek into the way the college has grown in four years. Each criterion has been analyzed, reviewed and supported with data based facts. The best thing which came out while writing the report was a heightened sense of satisfaction at having rediscovered that though the institute moved slowly, it has succeeded effectively in treading the path of progress.

Writing of the report was like travelling through different phases of improvement. It was nostalgic but nonetheless visionary. It was a moment of pride but also an instant of added sense of responsibility. More promises and improved agenda got added to the wish list. It was a realization of the ways in which challenges were turned into opportunities and limited means were transformed into unlimited avenues of scholarship and learning. It brought back memories and has also put the entire college in a mode of replay and action.

We present this report with a view to aiming higher and going in for a validation of the quality parameters. It is our attempt to get a fair perspective on the initiatives and the activities and also to get a strong sense of internal control validated by an external body. We understand our accountability to the society at large and therefore wish to be accredited as it would assure the stakeholders of the national standards meted out to their pupils. We take the process of assessment and accreditation as a process adding value to the change.

"There are miles to go....."

With Warm Regards,
Prin. Dr. Kishorsinh N. Chavda

B. EXECUTIVE SUMMARY

Introduction

J.Z.Shah Arts & H.P.Desai Commerce College, Amroli was first accredited on 28th March 2008 and it was awarded 'B' Grade (2.27 CGPA). Since then the college has been striving to achieve the levels of excellence envisioned, through the paths suggested by the NAAC peer team members during their visit to the college. Keeping in mind the areas where improvement is needed, the college incorporated innovations and implemented various developmental measures with a view to raising the institution to the level of international merit.

Curricular Aspects

With the introduction of Semester and Choice Based Credit System a lot of changes occurred in the academic scenario. It took a lot of time for the teachers and students to comprehend the system and fit into it. In order to make optimum utilization of the existing infrastructure facilities and to help the nation with educational growth, the college decided to introduce new courses. Thus five Post Graduate Centres - M.A. English, M.A. Gujarati, M.A. Sanskrit, M.A. Economics and M.Com. English Medium - were opened in 2009. However the M.A. Sanskrit programme had to be abandoned as very few students applied for it. Another significant addition was the introduction of an Additional Self Financed Class for Women in the Commerce Faculty. This new venture has turned a grand success as there are six divisions running full fledged with separate staff.

A Digital Education and Learning Lab was also launched in 2009 with 25 computers and it runs effectively with 40 computers at present. All students of the college have been provided training in the lab. ICT enabled class rooms and online communication system have transformed the whole scenario of education during the last four years.

A Study Circle is functioning in the college for the students who desire to give vent to their observations and also to hold discussions on issues of national and international importance. Feedback on the institution's performance is collected from the outgoing students every year and the outcome of its analysis helps improve further.

Teaching Learning and Evaluation

The last four years witnessed a transition from traditional methods of teaching and learning to technology based education. Power Point Presentations, slide shows and use of internet have replaced the chalk dusted black boards providing a student- centric system of learning.

The weak students are identified and they are given special coaching along with the students from SC/ST/OBC. Remedial Coaching had been given in 2008 – 09 and from the next year additional lectures were arranged with a fixed time table.

There are in all 29 physically challenged students in the college including 25 blind students. Scholarships and freeships are provided to these students. 16 i-pods and three computers have been given to the blind.

The college library has been enriched with addition of 10723 books during the last four years taking the total number of books to 30424. DELNET and INFLIBNET are in place for online reference which help staff and students in their research. Internet facility is provided on all the computers and wi-fi access is also made available.

The academic activities of each year are planned well in advance and a calendar is prepared in consonance with the university calendar. Similarly, a wide range of co-curricular and extra-curricular activities is planned and a number of inter class and inter collegiate competitions are organized. The competitions regularly conducted at inter class and inter collegiate levels are Elocution, Essay Writing, Poster Making, Slogan Writing, Completion of Poetry, Drawing, Short Story Writing, Mono Acting, Skit, Book Review, Debate, Poetry Recitation, Best out of Waste, Quiz, Miming, Mimicry, Mehandi.

The sports events organized by the college are Volley ball, Cricket, Kabaddi, Table Tennis, Caroms, Chess, Power Lifting and Weight Lifting.

The college ensures student participation in competitions at various levels and the winners are felicitated at the annual prize distribution function every year.

The Internal Quality Assurance Cell of the college monitors and evaluates the activities of the college and measures are taken to maintain the quality. The teaching and non teaching staff of the college was given a four day training to improve their capability. The college also hosted capability building workshop organized by the Knowledge Consortium of Gujarat, a state government enterprise. Industrial tours are conducted for students every year and the commerce students were taken to the Reserve Bank of India and the Bombay Stock Exchange for the last two years.

The strict academic atmosphere and disciplinary rules facilitate the smooth functioning of the college and the college has never had any serious grievance or police case in its history. There has been no instance of ragging, violence or gender harassment.

The internal evaluation of the students is carried out very seriously and the parents of the weak performers are personally informed. The internal squad of the college ensures that no mal practice takes place during the examinations.

Research, Consultancy and Extension

Two teachers were awarded Ph.D and one teacher was awarded M.Phil during the last four years. Though the research activity has been less, a large number of participation and paper presentations in seminars at national and international levels has been recorded. An international conference was organized in collaboration with Choice College, Pune.

The National Service Scheme and the National Cadet Corps of the college conducted a number of social service activities during the last four years. Some of the extension activities are organized in collaboration with Surat Raktdan Kendra, Surat Medication Association and Amroli Medical Circle.

Infrastructure and Learning Resources

The college went a long way during the last four years towards strengthening the infrastructure facilities and learning resources. The most striking development is the transformation of classroom to ICT enabled class rooms. The following facilities were added in every class room:

- LCD Projector & Screen
- Computer with Keyboard & Mouse
- LCD Television
- Internet connectivity
- Microphones
- Intercom facility
- CC camera

Another significant addition to the infrastructure of the college is the development of an auditorium which can accommodate 500 people, a new Computer Lab, Language Lab and a PG library.

Student Support and Progression

The total strength of the college is 3405 including 812 boys and 2593 girls. 697 students belong to SC/ST/OBC and they receive scholarship from the state government. The college offers freeship to the physically handicapped students and sportspersons. The blind students are given i-pods and three computers have been purchased for them.

The college has many welfare schemes for the students. They are:

- Earn while Learn Scheme
- Free Thalassemia Test (Compulsory)
- Life Insurance for all (New India Assurance Co. Ltd.)
- Freeship for sportspersons and the physically challenged.
- I-pods and computers for the blind students
- Wi-fi internet accessibility
- Student Aid Library – books at concessional rates
- Medical check- up at concessional rates
- Video coverage through CC camera
- Job fairs
- INFLIBNET and DELNET for all – Each student has an ID and password
- Soft skill development programmes
- PAN Card, Driving License, Passport campaign
- Career Guidance

The career guidance Club of the college conducts seminars, workshops and training programmes to orient the students to the trends in the job market. Career guidance programmes are also conducted under UDISHA (Universal Development of Integrated employability Skills through Higher education Agencies), a government scheme.

Various activities for students are conducted under 'Saptdhara', another state government initiative, and the winners are sent for further competitions at zone level, district level and state level.

Governance, Leadership and Management

The management has given complete authority to the principal to run the institution in the best possible manner. However, decisions are taken by the principal in consultation with the management. The college has formed various committees and the teachers in charge of the committees plan, organize and manage the activities.

Innovations and Best Practices

The innovations introduced by the college in the last four years are:

- Installation of LCD Projectors in every classroom –a step towards transforming the college into E-college.
- Distribution of Laptops to the majority of the teaching staff.
- Distribution of I-Pods to the differently- abled students.
- Subscription to INFLIBNET w.e.f. October 2010.
- Introduced the Semester system at First Year& Second Year B. Com./B.A. as per the VNSGU, Surat norms.
- Enrollment of all the students in the N-list programme for accessing E-resources of INFLIBNET w.e.f. 12th Aug. 2011.
- Airconditioned Staff Room.
- Wi-Fi enabled class rooms
- Installation of ERP Package e-Mahavidyalya for Administrative/ Teaching staff.
- Introduced the Face Detection System to record attendance
- Amroli Arts and Commerce College account on Facebook
- Launch of Motive Group by the study circle-a branch of the Career Guidance Club
- Installation of Interactive White Boards.
- Workshop for NET/SET every Friday and Saturday during vacations.
- Registration for Post-Matric Scholarship Policy for Minorities under the
- Online Management System.
- SCOPE-DELL Training for all students (OAS Scheme).
- Online payment of admission fees introduced & registered with i-collect of State Bank Of India (First College in South Gujarat to do so).
- Registration as Test Centre for SCOPE exam.
- Adult Literacy Program –Evening Classes.

- Initiated the Model Test Paper Scheme with a set Time-table.
- Launch of Online Saptadhara Portal.
- Online Registration of attendance of students.
- Subscription to DEL-NET w.e.f. 18th Dec. 2012

SWOC ANALYSIS OF THE INSTITUTION

Strengths:

- Good Infrastructure Facilities
- Earn while Learn and other Student Support Schemes
- Technology enhanced Learning
- Large Number of Activities
- Student – Centred Learning
- Smart Class Rooms

Weaknesses:

- Less Research Work
- No MoUs for consultancy and extension activities
- Small Campus Area
- Limited scope for Expansion

Opportunities:

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

Challenges:

- Taking up research work in the midst of too much of work load.
- No fresh recruitment of staff as per government policy.
- Assessment and evaluation strategy (needs to be revamped)
- Managing Library without a properly recruited librarian.
- Technical failures and the way to overcome them.
- Energy conservation especially the means to save electricity
- Effective use of less class rooms in comparison to the need.
- To involve Alumni actively in the welfare schemes of the institute.



C. Profile of the Institution

“Quality that is not measured is a slogan, not a system.”

C. Profile of the Affiliated /Constituent College

1. Name and address of the college:

Name : J.Z.SHAH ARTS & H.P. DESAI COMMERCE COLLEGE,
AMROLI - SURAT

Address: At & Post - Amroli, Dist - Surat

City: Surat Pin: 394107 State: Gujarat

Website: www.amrolicollegesurat.com

2. For communication:

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Dr. Kishorsinh N. Chavda	O: 0261 2499382/2495288 R:	9825897197	0261 2499382	amroli91@yahoo.co.in
Vice Principal	--	O: -- R:---			
Steering Committee Co-ordinator	Mr. Siby K. Antony	O: R:	9825981872		sibyanton@yahoo.com

3. Status of the of Institution :

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

4. Type of Institution:

a. By Gender

i. For Men

ii. For Women

iii. Co-education

b. By shift

i. Regular

ii. Day

iii. Evening

5. Is it a recognized minority institution?

Yes	
No	✓

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

6. Source of funding:

Government	
Grant-in-aid	✓
Self-financing	
Any other	

7. a. Date of establishment of the college: ...01/07/1991 (dd/mm/yyyy)

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

Veer Narmad South Gujarat University, Surat

c. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks (If any)
i. 2 (f)	23/06/2000	---
ii. 12 (B)	23/06/2000	---

(Enclose the Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act-
Enclosure -1)

d. Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.)

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

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

Yes No

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

Yes No

9. Is the college recognized

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

Yes No

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

b. for its performance by any other governmental agency?

Yes No

Name of the agency: Knowledge Consortium of Gujarat

Date of recognition: 21/11/2011

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

Location *	Urban
Campus area in sq. mts.	13860
Built up area in sq. mts.	3028.48

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

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

- Auditorium/seminar complex with infrastructural facilities
 - Auditorium – 01
 - Multimedia Hall – 01
- Sports facilities
 - Play ground – 01
 - 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
 - iii. 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)
- Cafeteria – 02
- Health centre – Hospital
 First aid, Inpatient, Outpatient, Emergency care facility, Ambulance.....
 Health centre staff –

Qualified doctor	Full time	04	Part-time	08
Qualified Nurse	Full time	10	Part-time	03
- Facilities like banking, post office, book shops
- Transport facilities to cater to the needs of students and staff
- Animal house
- Biological waste disposal
- Generator or other facility for management/regulation of electricity and voltage
- Solid waste management facility
- Waste water management
- Water harvesting

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

Programme Level	Name of the Programme / Course	Duration	Entry Qualification	Medium of instruction	Sanctioned/approved Student strength	No. of students admitted
Under-Graduate	B.A., B.Com.	3 years	HSC	English, Gujarati	2970	2924
Post-Graduate	M.A., M.Com.	2 years	B.A., B.Com.	English, Gujarati	600	481

13. Does the college offer self-financed Programmes?

Yes No

If yes, how many?

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

Yes No Number

15. List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

Particulars	UG	PG	Research
Science	--	--	--
Arts			
	Gujarati	Gujarati	--
	Economics	English	--
	Hindi	Economics	--
	Sanskrit		--
	Sociology		--

Particulars	UG	PG	Research
Commerce			
	Accountancy	Accountancy Gujarati Medium	--
	Business Administration	Accountancy English Medium	--
	Banking		--
	Economics		--
	Statistics		--
Any Other not covered above	--	--	--

16. Number of Programmes offered under (Programme means a degree course like BA, BSc, MA, M.Com...)

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

-
04
-

17. Number of Programmes with

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

04
-
-

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

Yes No

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

Yes No

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

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor					
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC / University / State Government	--	--	17	08	--	05	12	07	--	--
<i>Recruited</i>	--	--	17	07	--	05	11	03	--	--
<i>Yet to recruit</i>	--	--	--	01	--	--	01	04		
Sanctioned by the Management/society or other authorized bodies	--	--	--	--	--	01*	--	04*	--	--
<i>Recruited</i>	--	--	--	--	--	01*	--	04*	--	--
<i>Yet to recruit</i>	--	--	--	--						

*M-Male *F-Female

* Two Part Time female professors have been appointed by the management for the vacant post of one Associate Professor.

*The management has appointed four female sweepers against the vacant post of four female peons.

21. 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.	--	--	05	02	--	--	07
M.Phil.	--	--	01	02	--	01	04
PG	--	--	12	04	--	02	18
Temporary teachers							
Ph.D.	--	--	--	--	--	--	--
M.Phil.	--	--	--	--	--	--	--
PG	--	--	--	--	--	--	--
Part-time teachers							
Ph.D.	--	---	--	--	---	--	--
M.Phil.	--	--	--	--	--	02	02
PG	--	--	--	--	--	--	--

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

40

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

Categories	Year 1 (2008 -09)		Year 2 (2009 -10)		Year 3 (2010 -11)		Year 4 (2011 -12)	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	52	81	44	101	35	136	33	128
ST	27	35	37	74	37	124	09	106
OBC	310	255	373	385	317	478	299	525
General	950	904	876	1313	684	1833	541	1905
Others (Ph. Chal.)	13	08	17	06	22	11	27	04

24. Details on students enrollment in the college during the current academic year:

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same state where the college is located	2918	481	--	--	3399
Students from other states of India	06	--	--	--	06
NRI students	--	--	--	--	--
Foreign students	--	--	--	--	--
Total	2924	481			3405

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

UG

PG

26. Unit Cost of Education

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

(a) including the salary component

(b) excluding the salary component

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

Yes No

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

Sr. No.	Programme	Teacher student ratio 2008 -09	Teacher student ratio 2009 -10	Teacher student ratio 2010-11	Teacher student ratio 2011 -12	Teacher student ratio 2012 -13
1.	B.A.	1:67	1:59	1:53	1:48	1:39
2.	B.Com	1:93	1:103	1:109	1:107	1:110
3.	M.A. English	---	1:6	1:9	1:5	1:5
4.	M.A. Gujarati	---	1:9	1:7	1:6	1:4
5.	M.A. Economics	---	1:8	1:7	1:5	1:5
6.	M.Com G.M.	1:11	1:10	1:7	1:6	1:5
7.	M.Com E.M	---	1:5	1:6	1:7	1:5

29. Is the college applying for

Accreditation : Cycle 1 Cycle 2 Cycle 3 Cycle 4

Re-Assessment:

(Cycle 1 refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re-accreditation)

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

Cycle 1: 28/03/2008 Accreditation Outcome/Result: "B" Grade (2.27 CGPA)

** copy of accreditation certificate(s)- Enclosure-2 and peer team report(s)- Enclosure -3 as an annexure.*

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

291

32. Number of teaching days during the last academic year

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

199

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

IQAC - 17/04/2009

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

AQAR (i) 18/04/2009

AQAR (ii) 26 /04/2010

AQAR (iii) 20/04/2011

AQAR (iv) 10 /08/2012 (Online AQAR)



***D. CRITERIA – WISE
INPUTS***

***CRITERION I :
CURRICULAR
ASPECTS***

D. Criteria – wise Inputs

CRITERION I : CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

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

Vision: To attain excellence of students in academic and other programmes and to create an environment that is dedicated to inculcating in students the skills and values necessary for succeeding in real life situations and to make them responsible citizens.

Mission: To help and promote education by providing opportunities and to create an environment along with academic, cultural and social activities for the learners' overall development.

The vision and mission statements are displayed at different places in the college, i.e., outside the college building, inside the college library, outside the library, in the Multimedia hall, Digital Education and Learning Lab, staff room, principal's office and college auditorium. It is also mentioned in the prospectus and the college magazine. They are also displayed on the institution's website for the stakeholders. More significantly, the students are made familiar with the vision and mission of the college during important college functions. An orientation programme is kept in which the vision, mission and objectives are explained to the students. Also, the vision and mission statements are kept as desktop background on all the computers of the college.

- 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).

Whenever a new course/syllabus is introduced, the IQAC of the college holds meetings with academic experts and designs action plans for proper implementation. The plans are then discussed with the teachers and they are advised to implement them with utmost seriousness. For example, every teacher is asked to prepare lesson plans, innovative teaching methods and activities which cater to effective learning.

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

The university organizes orientation and training programmes for teachers when a new system is introduced or the existing system is modified. For example, when CBCS was introduced at Undergraduate level in 2010, the university organized an orientation programme for teachers in order to give them a vivid picture of CBCS and to clear their doubts. The Knowledge Consortium of Gujarat (KCG), a government enterprise, is giving subject wise compulsory training to all teachers for capacity / capability building in which practical sessions for syllabus design and better teaching methodology are arranged.

- 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 teaching learning process in modern times does not restrict a teacher or student to the prescribed and recommended books. ICT and CAT have become integral parts of modern education. The curriculum is designed keeping in mind the use of technology in learning. The college has smart facilities in all class rooms. A class room is equipped with LCD projector, Screen, Computer with internet connectivity, LCD TV (42”), microphone and intercom. Teachers are given laptops so that they can browse the net and download necessary information, pictures and data. Teachers are asked to make power point presentations in class rooms. For advanced learning the college library offers DELNET and INFLIBNET to all staff and students.

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

In effective operationalisation of the curriculum prescribed by the university, the institution sometimes signs MoU with private bodies and sometimes based on the topics to be taught and covered special week long workshops and seminars are organized by the private institutes. The college has almost broken the barriers of private vs private and has benefitted by the expertise of the faculty members – LIC, PT Tutorials, Bajaj Allianz, Lions Club, SBI are some of the main organizations which work in tandem to implement the curriculum. During the project work in subjects like Banking, the institute promotes active research collaborating

with different banks in adjoining areas like SBI, Central Bank and co operative banks. It is the good-will and trust of the authorities, management and the institute which have always found a positive response from the firms. A simple letter of recommendation/ application on letter head also suffices to interact with the beneficiaries.

- 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.)

Six staff members - Dr. Rujuta C Gandhi (Gujarati), Ms. Sonal V Kulkarni (English), Mr. Girish B. Joshi (Economics), Mr. Bharat D Patel (Commerce), Ms. Neha V. Upadhyay (Statistics) and Dr. Rustom N. Sadri (Physical Education) – represent the college on the Board of Studies. Feedback is taken from students and a report is given to the staff for consideration.

- 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 college does not develop curriculum for any course.

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

- The principal draws the teachers' attention to the objectives of each syllabus and entrusts on the Head of the Departments effective implementation of the course.
- Discussions are held in the departmental meetings and the teachers arrive at a consensus.
- This is also done by:
 - Aligning Assessment, Learning Objectives and instructional strategies.
 - Implementing continuous evaluation through feedback
 - Formulating a procedure to design a lesson plan well in advance to help achieve the objective

- By having additional lectures, talk shows and CD presentations to achieve the objective.

1.2 Academic Flexibility

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

The college does not offer any certificate/ diploma/ skill oriented courses.

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

No.

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

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

CBCS was introduced in the affiliating Veer Narmad South Gujarat University in the year 2010 and the college has also adopted it. The university still has not offered a wide range of core/ elective options. However, the institute offers two elective options in B.A. – Gujarati and Economics.

As far as the choice of subjects is concerned lateral/vertical mobility is not still in practice. Students having NCC/NSS/Sports have been given the option of credits as per the work done by them.

S.Y.B.Com (2) Elements of Banking / Statistics

If because of some personal reasons or job/business requirements a student finds it difficult to pursue a regular course, she/he has the option to go for an external course which is also run by the university Flexible transfer facility from Gujarati medium to English Medium or from regular B.Com/B.A. to external B.Com/B.A.

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 college offers self financed B.Com programme for women in the ‘Women’s Afternoon Additional Class’.
- The admission procedure is the same – centralized admission - and the university allots students to the centre on merit basis. Though the programme is self financed, the students are allowed to be absorbed in regular programme if seats are vacant. Thus all the students of the self financed programme are absorbed in the regular programme by the time they reach the Third Year.
- The curriculum is also the same as that of regular students.
- The fee structure of the programme is given below:

Sr. No.	Particulars	F.Y.B.Com		S.Y.B.Com	
		Sem.I	Sem.II	Sem.III	Sem.IV
1	Tuition Fee	3400	3400	3400	3400
2	College Admission Fee	50	--	--	--
3	Identity Card Fee	50	--	--	--
4	Student - Teacher Welfare	150	150	150	150
5	Books & Equipments	250	250	250	250
6	Students’ Union Fee	100	100	100	100
7	Amenity Fee	150	150	150	150
8	Campus Development Fee	100	100	100	100
9	Internal Exam Fee	75	75	75	75
10	Univ. Enrolment Fee	100	--	--	--
11	College Deposit	--	--	--	--
12	Library Deposit	200	--	--	--
13	Registration Form Fee	--	--	--	--
14	Univ. Campus Dev. Fee	50	50	50	50
15	Univ. Sports Fee	20	20	20	20
16	Univ. Sports	20	20	20	20

	Complex Dev. Fee				
17	Univ. Exam Fee	225	225	250	250
18	Univ. Exam Form Fee	30	30	30	30
19	Thalassemia Test Fee	75	--	--	--
20	DELL Fee	--	--	--	--
21	Open Assessment Scheme fee	--	300	300	--
	Total	5045	4870	4895	4595

- Teachers are recruited by the management after advertising the vacancies in news papers and inviting applications. Eligible candidates are interviewed and if they are found to be qualified and capable, they are selected. In case of unavailability of qualified teachers, ad – hoc teachers are appointed.
- The qualification and salary of the teachers are as per the norms laid down by UGC and the ad-hoc teachers are paid Rs.180/- per lecture.

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.

No.

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 this flexibility.

1.3 Curriculum Enrichment

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

The college looks forward to the best rewards to the efforts put in by students. Education should equip a student with knowledge and skills along with self confidence and pleasing personality. The college has made the following efforts to integrate academic programmes with the goals and objectives of the institution:

- As a supplement to the curriculum designed by the university, the college tries to enrich students' awareness of technological developments by exposing them to computer and internet in class rooms.
- Teaching and learning through technological gadgets increase their potential.
- Guest lectures by experts on different topics are arranged to broaden the vistas of knowledge.
- Effective English language learning is made possible to all providing compulsory training in the Language Lab.
- Students' computer literacy is improved by offering various computer programmes at nominal fees.
- A Study Circle has been formed to make students think and express their views.

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?

Student feedback is collected and analysed to observe students' rating on the courses offered. Stress is laid on employability after studies and students' competence in job market. Students' requirements are identified and presented in the meetings of the Board of Studies.

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 college organized talks on sex and sex education to minimize ignorance and misconceptions.
- Lectures on Gender Bias and Gender Harassment have been conducted.
- Discussions on Global Warming and Climate Change were conducted and videos and slides were shown.
- Environmental Studies has been included in the syllabus as an interdisciplinary subject as one of the foundation courses.
- Talks by Judges and advocates on Human Rights were arranged.

- Class rooms are equipped for ICT enabled teaching and learning and teachers are given laptops. Wi- fi enabled campus helps students and teachers have access to the internet.
- The institution has time and again suggested new topics to be included in the curriculum and as a result, many changes have been made. On the institutional level, the institute integrates the cross cutting issues practically for in action lies the key to development.

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

The college does not offer value added courses but a number of activities are organized every year which ensure the overall development of students.

- **activities for boosting moral and ethical values:**
 - Exhortations by the Brahmakumaris have been arranged to increase moral awareness and to help them inculcate moral values.
 - In connection with Swami Vivekanand Birth Anniversary, lectures on The Bhagavt Gita are arranged in every class by experts.
 - Jeev Daya Day is observed on 2nd January and talks, documentary, skits and slide shows are arranged to mould a generation that is friendly with birds and animals.
- **employable and life skills:**
 - Personality development programmes are arranged by the Career Guidance Club to increase students' confidence level.
 - Training programmes by PT Education, Surat are conducted in for soft skill development.
 - The Career Guidance Club organizes special programmes on interview skills.
- **better career options:**
 - Career guidance is provided to students and they are made aware of better career options through notices and meetings and campus placement programmes are also conducted.

- **community orientation:**

- Community oriented programmes are undertaken by the National Service Scheme (NSS) unit and the NCC Girls' Gujarat Battalion. Blood donation camps, Thalassemia Test Drive, AIDS awareness programmes and rally, Assistance to the traffic police, Environmental Awareness, PAN Card & Driving Licence Drive, Election Voter's Identity Card Drive and Human Rights awareness programmes are conducted every year.

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

Student feedback is collected and analyzed every year and the report is given to the staff members so that it can be discussed in the meetings of the Board of Studies.

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

Enrichment programmes are in the form of seminar/ lectures and the staff members divided into various committees monitor the effective functioning of these programmes and feedback is taken informally.

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?

Regular feedback is taken and suggestions are communicated to the university to help design and development of curriculum through the staff members who are also members of the 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?

There is a formal mechanism to obtain feedback from students. Feedback is collected from the final year UG and PG students every year. A report of the feedback is displayed in the staff room after analysis. The report

helps to trace out the drawbacks in the existing curriculum and to think about what actually is in demand.

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 following new courses were introduced during the last four years:

- M.A. English
- M.A. Gujarati
- M.A. Sanskrit
- M.A. Economics
- M.Com. English Medium
- Apart from these new programmes, Women's Additional Afternoon Class was launched for women. This self financed class offers B.Com degree in both English Medium and Gujarati medium.

Rationale:

- There were very few Post Graduate Centres in the university and students were finding it difficult to pursue higher studies.
- P.G. Centres for women would be a step towards women empowerment.
- Girl students usually opt to quit studies rather than studying in distant colleges.



***CRITERION II:
TEACHING-LEARNING
AND
EVALUATION***

CRITERION II : *TEACHING-LEARNING AND EVALUATION*

2.1 Student Enrolment and Profile

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

The college has earned a good name for the academic atmosphere, discipline, encouragement given to students and for extra - curricular and co curricular activities. Parents are very happy to send their children to this college. As far as the admission procedure is concerned, centralized admission system prevails for the students of the commerce faculty. The students who seek admission to the Arts faculty are mostly from rural background and their number is comparatively less. Admission is granted to all. The publicity and transparency are ensured through:

- The college Prospectus: The college distributes prospectus to all the students seeking admission to the Arts and Commerce faculties. The admission process including qualifications and other requirements are very clearly described in the prospectus. Copies of the prospectus are sent to the schools in South Gujarat for their information.
- Institutional Website: The admission process is also publicized on the college website – www.amrolicollegesurat.com

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

- The admission process is simple. The students seeking admission to B.Com Sem.1 need to submit their applications to the university. A merit list is then prepared and the applicants are invited for counseling. Admission is granted in the colleges based on the merit list. The students have to pay fees in the respective colleges and join the course.
- Students seeking admission to B.A. Sem. 1 need to collect admission forms from the college office and submit along with necessary documents. Admission is granted if she/he is eligible.
- Students need to renew their admission if they are qualified for promotion to the higher classes.

- Admission to PG classes is also centralized. Admission is granted based on merit.

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

The college only offers programmes affiliated to the Veer Narmad South Gujarat University and therefore the same rules apply to all colleges.

UG (2011 -12)

	Name of the college	Maximum/ Minimum	B.A. Humanities	B.A. Social Science	B.Com
1	J.Z. Shah Arts & H.P.Desai Commerce College, Amroli	Minimum	39.14	36.14	68.43
		Maximum	74.50	86.21	93.20
2	K.P College of Commerce	Minimum	--	--	71.86
		Maximum	--	--	78.00
3	Z.F. Wadia Women's Arts & Commerce College	Minimum	45.13	42.30	43.86
		Maximum	75.20	76.20	91.73
4	Navyug Commerce College	Minimum	--	--	62.67
		Maximum	--	--	85.65
5	C.D. Barfiwala Commerce College	Minimum	--	--	35.07
		Maximum	--	--	85.20
6	Akhand Anand Arts & Commerce College	Minimum	35.00	35.00	39.43
		Maximum	79.22	78.00	81.86
7	Surat Jilla Sahkari Bank Arts & Commerce College, Olpad	Minimum	42.40	38.27	42.40
		Maximum	71.60	68.67	75.60
8	J.B.Dharukawala Mahila Arts & Gabani Commerce College	Minimum	35.00	35.00	40.67
		Maximum	75.87	81.71	87.00
9	Udhna Citizen Co	Minimum	--	--	41.33

	operative Bank Commerce College	Maximum	--	--	93.87
10	Vivekanand College of Commerce	Minimum	--	--	39.07
		Maximum	--	--	66.53
11	MTB Arts College, Surat	Minimum	35.00	35.00	--
		Maximum	81.00	79.66	--
12	Arts,Science & Commerce College, Kholwad	Minimum	36.00	35.00	37.00
		Maximum	82.00	76.50	81.00
13	Ambaba Commerce College, Sabargam	Minimum	--	--	35.00
		Maximum	--	--	80.13
14	Arts & Commerce College, Vyara	Minimum	40.36	40.20	--
		Maximum	84.75	72.50	--

PG 2011 – 12)

	Name of the college	Maximum/ Minimum	M.A. Gujarati	MA. English	M.A. Economics	M.Com
1	J.Z. Shah Arts & H.P. Desai Commerce College, Amroli	Minimum	49.56	48.78	59.56	57.33
		Maximum	63.11	61.67	71.11	71.89
2	K.P. Commerce College	Minimum	--	--	--	52.56
		Maximum	--	--	--	78.22
3	SPB Commerce College	Minimum	--	--	--	45.33
		Maximum	--	--	--	73.40
4	Z.F.Wadia Women's College	Minimum	--	42.78	--	51.78
		Maximum	--	63.33	--	71.14
5	Navyug Arts College	Minimum	45.33	--	--	--
		Maximum	62.11	--	--	--
6	Navyug Commerce College	Minimum	--	--	--	45.11
		Maximum	--	--	--	74.67
7	Arts & Commerce College, Kholwad	Minimum	42.78	--	--	46.56
		Maximum	62.78	--	--	69.44

8	Surat Jilla Sahkari Bank Arts & Commerce College, Olpad	Minimum	44.56	--	--	45.44
		Maximum	65.11	--	--	60.56
9	MTB Arts College	Minimum	42.22	--	--	--
		Maximum	70.22	--	--	--
10	J.B.Dharukavala Mahila Arts College	Minimum	43.44	--	49.11	--
		Maximum	64.67	--	74.78	--
11	Arts & Commerce College, Vyara	Minimum	51.11	--	--	--
		Maximum	74.73	--	--	--
12	KK.Arts & Commerce College, Ankleshwar	Minimum	45.45	41.67	49.56	--
		Maximum	65.11	62.22	69.89	--
13	Vanraj Arts & Commerce College, Dharampur	Minimum	50.67	--	45.33	--
		Maximum	61.66	--	72.33	--
14	Rofel Arts & Commerce College, Vapi	Minimum	--	--	45.44	44.33
		Maximum	--	--	73.22	64.78

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?

Not Applicable.

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.

The rules and regulations for admission are set by the affiliating university and the college follows them strictly. Admission is granted to students belonging to SC/ST,OBC, Differently abled, sports persons, women, students from economically weaker sections and minority

community along with the students from general category. The college encourages education for all classes by providing them with various facilities.

- **SC/ST/OBC**

- Scholarships are given to attract and motivate students.
- The college has given the data of the SC/ST/OBC students to the Social Welfare Department of Gujarat Government and requested to provide hostel facility for these students on the campus.

- **Women**

- The college has opened 5 post graduate centres only for women.
- An afternoon additional class (B.Com) has also been opened for women.

- **Differently abled**

- The college has requested the university to send all blind students of commerce faculty to this college as special facilities are provided here. The college has also informed the blind schools in the city about the facilities offered so that the blind students can apply for admission. The Arts colleges in the city are requested to direct the blind students to Amroli College for admission.
- Infrastructure facilities are provided to the differently abled to pursue their studies hassle free. The blind students are given i-pods. Three computers are also given for the use of the blind students.
- A ramp is made for the students with physical disabilities.

- **Economically weaker sections**

- Earn while Learn scheme: the students from economically weaker sections are given this opportunity. They work in the administrative section and they are paid on per hour basis

- **Minority**

- The college has made the Muslim girl students aware of the scholarships like Maulana Azad National Scholarship available for them

- **Sports personnel**

- Awards and freeships are offered to the sports persons.

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

- The admission to the commerce faculty is centralized and therefore the number of applications and demand ratio are not relevant.
- In the Arts Faculty all students who apply are given admission as the number of applications is limited.

2008 -09

Programmes	Number of applications	Number of students admitted at entry level	Demand Ratio
UG			
1. B.A.	266	266	100%
2. B.Com	884	884	100%
PG			
M.Com. (Guj. Med.)	109	109	100%

2009 – 10

Programmes	Number of applications	Number of students admitted at entry level	Demand Ratio
UG			
1. B.A.	209	209	100%
2. B.Com	1037	1037	100%

PG			
M.Com. (Guj. Med.)	110	110	100%
M.Com (Eng. Med)	37	37	100%
M.A. English	44	44	100%
M.A. Economics	81	81	100%
M.A. Gujarati	69	69	100%
M.A. Sanskrit	30	30	100%

2010 -11

Programmes	Number of applications	Number of students admitted at entry level	Demand Ratio
UG			
1. B.A.	190	190	100%
2. B.Com	1035	1035	100%
PG			
M.Com. (Guj. Med.)	70	70	100%
M.Com. (Eng. Med.)	51	51	100%
M.A. English	91	91	100%
M.A. Eco	81	81	100%
M.A. Guj	71	71	100%

2011 - 12

Programmes	Number of applications	Number of students admitted at entry level	Demand Ratio
UG			
1. B.A.	87	87	100%
2. B.Com	1084	1084	100%
PG			
M.Com. (Guj. Med.)	60	60	100%
M.Com (E.M)	58	58	100%
M.A. English	48	48	100%
M.A. Eco	60	60	100%
M.A. Guj	58	58	100%

2012 -13

Programmes	Number of applications	Number of students admitted at entry level	Demand Ratio
UG			
1. B.A.	144	144	100%
2. B.Com	1050	1050	100%
PG			
M.Com. (Guj. Med.)	51	51	100%
M.Com (E.M)	44	44	100%
M.A. English	52	52	100%
M.A. Eco	54	54	100%
M.A. Guj	44	44	100%

2.2 Catering to Diverse Needs of Students

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

There are 25 blind students and 04 other students having physical disability. The college is taking special care to look after their needs and to provide them with a good physical and mental atmosphere. The following steps have been taken by the college:

- I- pods are given to every blind students.
- Three computers have been purchased for the blind.
- Ramp constructed for the differently abled.
- Class rooms are arranged on the ground floor.
- All blind students who opt for any course run by the college are given admission.
- Parking bay provided
- Anti skid rubber mats are kept at the entrance
- Marking on the stair flights for the blind.

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

The college analyses the knowledge level of students based on their academic performance in the beginning of the year. The teachers take a note of it and plan their teaching methods accordingly. It is done as a class activity.

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

The college started remedial coaching classes for SC/ST/OBC and for the weak students from open category in 2009-10. 492 students benefitted from the programme. The remuneration was paid by the college.

But with the introduction of the Semester System it became difficult to conduct remedial coaching classes. So the college changed the policy and arranged extra lectures for all students by appointing ad-hoc teachers.

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

- The Sexual Harassment Cell of the college organizes lectures/ talks on issues related to gender harassment and the legal provisions for the same. The staff and students attend such programmes and they remain well informed. The attempt is to draw attention towards gender harassment which deserves more attention to fight against discrimination based on gender.
- Environmental Studies is kept as an inter disciplinary subject at undergraduate level and the teachers make power point presentations and slide shows to increase students' awareness on environmental issues.

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

Every teacher is advised to find out bright students in all classes in their respective subjects and note their names and contact numbers. Such students are asked to participate in the activities of the study circle and to express their views and ideas. This leads to the realization of their needs for career advancement and the college is always positive to their requirements.

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

An officer, Prof. Kanubhai G. Patel, has been appointed to keep a record of the students belonging to SC/ST/OBC/ Physically Challenged/ economically weaker sections and also a record of slow learners. He analyses their performance and the students at risk of drop out are given special attention. Moral support and remedial coaching are given to such students.

2.3 Teaching-Learning Process

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

The college prepares an academic calendar in tune with the university calendar. The dates of the internal tests are decided early in the beginning of the semester/term and the time table is kept on the notice board. The teachers plan their lectures accordingly and complete all formalities in time.

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

The IQAC of the college prepares action plans for improving the quality of teaching and learning looking into the need of the time after holding discussions held with the teaching staff. During the last 4 years the IQAC has been instrumental in:

- Making ICT oriented class rooms
- Enriching the college library
- Conducting model tests with Multiple Choice Questions
- Suggesting the future course of action
- Assisting all the committees in effective implementation of all the activities
- Streamlining the schedule of workshops/seminars
- Planning the grand events (Double decade celebration and international conference)

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?

- In spite of the over sized class rooms, care is taken to make learning

more student centric. ICT and CAL are more in use than the traditional chalk and talk method of teaching.

- Students are involved in the learning process by assigning different topics on which they work and then make presentations in the class. This reduces the distance between teacher and student and encourages more student participation.
- Group discussions/debates are also arranged by teachers in class rooms which make learning more interesting.
- The supports structure involves:
 - Internet connectivity
 - INFLIBNET & DELNET
 - Wi-fi access across the campus

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

A number of inter class and inter collegiate competitions are organized by the college every year. Students of all classes are informed of the competitions and they are encouraged to participate. These competitions increase their creativity and their ability to interpret and analyse. They come out with innovative ideas and revitalize their quest for learning. The competitions organized by the college are:

- Elocution
- Essay Writing
- Poster Making
- Slogan Writing
- Completion of Poetry
- Drawing
- Short Story Writing
- Mono Acting
- Skit
- Book Review
- Debate
- Poetry Recitation
- Best out of Waste
- Quiz

- Miming
- Mimicry
- Mehandi

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

The following facilities are provided to the teachers:

- Laptop
- INFLIBNET
- DELNET
- Internet Access and wi -fi
- Access to on line class rooms like SANDHAN/BISAG (Gujarat Govt. initiative)
- Digital Education and Language Lab (DELL)

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

- Teachers are sent for training programmes for increasing their potential and to build capacity and capability. These training programmes help them get acquainted with advanced levels of knowledge and skills.
- For students a number of lectures were arranged.

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

- Class advisors of all classes provide moral support and guidance to students as they are always accessible to students.
- A matru – pitru vandana programme is organized in which students remain present with their parents. They realize how parents struggle to nurture their children and how children should pay them back.
- The Career Guidance Club concentrates on the employability of students and frequent programmes like seminars, workshops and

lectures were arranged.

- The students exposed to qualifying and competitive examinations like NET/SLET/CAT/MAT/IELTS and the coaching agencies in Surat encouraged to train our students in the college itself.

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

Every teacher is given freedom to adopt effective teaching methods other than the ones traditionally practiced. The highly equipped class rooms help implement newer methods. The methods and practices adopted in the college are:

- Interactive sessions
- Group Discussions
- Role Play
- Power Point presentations
- Slide shows/ films
- Learning through games
- Field visits
- Project work/ assignments

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

- 10723 books were added to the college library during the last four years raising the total number of books to 30424. Apart from books, INFLIBNET and DELNET have been installed for teachers and students. Every student and teacher has been given ID and password.
- The library subscribes to 13 journals and 78 magazines which are helpful for teachers and students.

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.

Since the academic calendar is prepared well in advance, the teachers are

able to plan their lectures and complete the curriculum in time. The institution does not face any challenges in normal circumstances.

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

- Strict attendance
- Additional lectures by ad hoc staff
- Communication network to keep parents informed
- Lesson plan by teachers
- Teachers encouraged for quality improvement programmes
- Compulsory Language training
- Use of technology in class rooms
- On line attendance

2.4 Teacher Quality

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

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.	--	--	--	--	--	--	--
Ph.D.	--	--	05	02	--	--	07
M.Phil.	--	--	01	02	--	01	04
PG	--	--	12	04		02	18
Temporary teachers							
Ph.D.	--	--	--	--	--	--	--
M.Phil.	--	--	--	--	--	--	--
PG	--	--	--	--	--	--	--
Part-time teachers-----							
Ph.D.	--	--	--	--			
M.Phil.	--	--	--	--	--	02	02
PG	--	--	--	--	--	--	--

- There has been no recruitment since 1998 as the state government stopped absorbing new teachers. However, the college meets the

requirement by employing ad hoc teachers to support the existing staff.

- For the Self Financed classes two full time teachers have been appointed after advertising the vacancy in leading newspapers and a personal interview thereafter. The candidates who fulfilled the requirements as per UGC norms only were called for the interview.

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

Not Applicable

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

a) Nomination to staff development programmes:

Academic Staff Development Programmes	Number of faculty nominated (Last four years)			
	2008 -09	2009-10	2010-11	2011-12
Refresher courses	03	00	02	02
HRD programmes	01	00	00	10
Orientation programmes	00	00	00	01
Staff training conducted by the university	00	00	31	00
Staff training conducted by other institutions	00	00	00	00
Summer / winter schools, workshops, etc.	04	05	08	12
Seminars /Conferences	09	31	30	30

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

The Knowledge Consortium of Gujarat has made it mandatory for all college teachers to participate in a six day Capacity/ Capability

building Training Programme. The Teachers of this college were sent for the programme subject wise as per the schedule. This programme focussed on the teaching learning methods and approaches.

The college organized a two day training programme for teachers from 13th to 15th March 2012 in which teaching learning methods and approaches in the changing academic scenario have been discussed and teacher aptitude tests were also conducted. A counseling session was also organized to motivate the teachers in the new direction.

- **Handling new curriculum**

The CBCS and Semester System were introduced in 2011 -12. Teachers were sent for the training programme conducted by the university to make them familiar with CBCS.

- **Content/knowledge management**

A training programme was organized in the college for the teachers of South Gujarat on 10th July 2011 in which all teachers of this institution actively participated.

- **Selection, development and use of enrichment materials**

Each staff member is encouraged to use PPTs/ Videos related to the topics to be taught. The faculties have a free hand to select and develop/ enrich the subject matter as per their choice.

- **Assessment**

The college plans to conduct tests through OMR sheets in future.

- **Cross cutting issues**

Through lectures and interaction an awareness is created in teachers for the need to have an inclusive approach to the differently abled/ minority /girls.

- **Audio Visual Aids/multimedia**

Class rooms are equipped with the technological gadgets and the arrangement is user-friendly. With just a pen drive the teacher can successfully make use of the audio visual aids/ multimedia.

c) **Percentage of faculty**

- 25.80% - invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies
- 100% - participated in external Workshops / Seminars / Conferences recognized by national/ international professional bodies
- 67.74% - presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies.

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

- The college permits teachers to take any number of books from the college library for the purpose of research.
- Leave is sanctioned for improvement programmes.
- Internet and reprographic facilities provided
- Motivated through awards and recognitions
- Computer Lab facility is provided to all
- Provided better infrastructure facilities
- Allowed to keep any number of books as long as required.

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.

Principal Dr. Kishorsinh N. Chavda received Shiksha Bharti Puraskar by All India Achievers' Foundation, New Delhi on 11th May 2012.

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

The college used to obtain feedback on teachers from students until the year 2009. A software was installed to analyze the responses and the results were given to every teacher personally. The aim was to help a teacher realize his / her shortcomings and take it as a challenge. However, the practice was later stopped to avoid unnecessary confrontations on the suggestions/complaints of the teachers.

2.5 Evaluation Process and Reforms

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

- The evaluation process and methods are mailed to all teachers.
- Every student is given a copy of the syllabus and details of the evaluation process.

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

- CBCS introduced by the university in 2011 at UG level.
- Grades are awarded instead of percentage.
- The college attempted to include Multiple Choice Questions for internal evaluation

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?

The college is very keen in implementing the evaluation reforms without delay and without deviating from the norms.

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

With the introduction of ICT, education became student centric and in order to evaluate the capability of students the following methods have been used by teachers:

- Students are asked to speak on the stage what they have understood.
- Power point presentations are assigned to students.

- Surprise tests are taken occasionally.

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 students results/achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.

- It is practically not possible to analyse the academic progress of every student throughout the course. But the college is doing its best to keep the students aware of their standing. The internal Tests are conducted with utmost seriousness and the results are announced in the class rooms. The top ten students are felicitated in the class and certificates and prizes are distributed.
- Top ten students in the university examinations are also felicitated in the beginning of the new academic year/ semester.
- Assignments are part of the curriculum and the teachers get the assignments done from students in due time with due importance.
- The internal marks are awarded to students based on the academic performance, co curricular activities, extra-curricular activities and general behavior.

**Analysis of students' results (course wise)
(Last Four Years)**

UG

Course	2008 -09	2009 -10	2010 - 11	2011 - 12
F.Y.B.A. Humanities	97.46	100	98.51	98.85
S.Y.B.A. Humanities	100	98.86	100	100
T.Y.B.A Humanities	95.88	98.68	94.87	94.12
F.Y.B.A. Social Science	99.12	99.17	99.00	93.10
S.Y.B.A. Social Science	100	100	98.13	98.84
T.Y.B.A. Social Science	97.00	90.22	89.89	90.22
F.Y.B.Com Eng. Medium	78.17	87.84	90.07	90.07

S.Y.B.Com Eng. Medium	98.00	96.00	95.97	95.55
T.Y.B.Com Eng. Medium	87.14	88.36	75.74	61.40
F.Y.B.Com Guj. Medium	93.85	88.43	90.29	92.86
S.Y.B.Com Guj. Medium	90.72	93.48	88.13	89.96
T.Y.B.Com Guj. Medium	88.92	79.94	77.94	75.50

PG

Course	2008 -09	2009 -10	2010 - 11	2011- 12
M.Com. Sem.4 Eng. Med.	--	68.00	--	92.31
M.Com Sem.4 Guj.Med	78.49	100	70.18	87.84
M.A. English Sem. 4	---	---	97.50	93.83
M.A. Gujarati Sem4	---	---	96.61	96.67
M.A. Economics Sem.4	--	--	95.59	94.59

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.

- As per the pattern for internal evaluation designed and implemented by the university, internal tests, assignments/library work and attendance are taken into consideration. At Under Graduate Level 20 marks are allotted for internal tests, 05 marks for assignments/library work and 05 marks for attendance. At Post Graduate Level 15 marks are allotted for internal test, 05 marks for group discussion, 05 marks for assignments and 05 marks for attendance.
- However, the students' involvement in other activities like sports, cultural activities, extra- curricular activities, presentation skills and behavioral aspects are taken into serious consideration for internal evaluation.

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

- The institution and the teachers alike use assessment/ evaluation as an indicator for performance evaluation. In large class rooms this is probably the best possible means for student evaluation. Students are given ample opportunities for self improvement and development and the teachers encourage them to take part.
- The institution takes a note of the students who are outstanding and they are given due importance even for evaluation, albeit, the system does not provide any scope for such students.

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

- At college level, students who are not happy with their evaluation can write to the Principal requesting for re assessment. The Principal, in turn, asks the teachers concerned to re examine the answer books and to report to him. The difference in marks, if any, is intimated to the student/s.
- At university level, re assessment of answer books is possible only in the final semester. A student who is dissatisfied with the result can go for rechecking of marks. If the difference is 10% of the total marks or above, fresh mark sheets with modified marks are issued.

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?

- The stated learning outcomes of the college are excellent results and employability of students.
- The college lays stress on the academic performance and results of both Arts and Commerce faculties. The results are analysed every year/semester and the ups and downs are seriously noted and discussed.

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

- As the education system is still examination oriented, the teaching strategy also sticks to examination though not entirely restricted to examination. Teachers concentrate primarily on preparing students for examination and they plan their lessons accordingly.
- The college sees that every student is aware of the syllabus, examination pattern/paper style. Every student is given a copy of the syllabus and paper style.
- To cope with the changing scenario, ICT based teaching in ICT enabled class rooms is ensured.
- Lectures by experts on various subjects are arranged from time to time.
- Industrial visits / study tours are arranged for first hand information.
- Small projects are assigned to stimulate research skills in students.
- Special training is provided to students to boost interview and group discussion skills.
- Assessment of answer books is done with great care so that every student gets his due. The assessment work is completed in 15 days from the date of the examination and the teachers comment on student performance in the class and draw their attention to their shortcomings as well.

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 Career Guidance Cell of the college organizes awareness and

training programmes to prepare students to face the challenges in the job market.

- Job fairs are arranged to make students familiar with the changing trends and demands.
- Representatives of recruitment agencies and training centres are allowed to meet students in class rooms to create awareness.
- The Study Circle functioning in the college encourages students to develop their own analytical outlook and to present their own views and thoughts. This helps them to develop a research aptitude within.
- The projects assigned to students like market observation, performance of banks, performance of companies etc. develop the research skills in them.

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

- The college analyzes the results of students after every examination and if the performance is noticed to have gone down, the principal and staff gather to discuss the causes of the decline. The weaknesses are found out and teachers are advised to concentrate on the weak areas.
- The number of placements every year is noted and efforts are made to increase the number.
- As very few students could get through NET/SLET, coaching is provided to students who aim to take NET/SLET.

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

Dr. Sejal N. Desai, Associate Professor of Statistics, analyzes the student performance in examinations and related activities. She reports on the employment profile of the college and conducts placement camps.

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

The graduate attributes specified by the college are:

- Academic proficiency
- Increased general awareness
- Communication skills
- Pleasing personality

- Moral and ethical values
- High compatibility with the job market

The college tries its best to ensure attainment of these attributes by maintaining a very strictly disciplined academic atmosphere wherein a student gets involved in all activities meant for the purpose.



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/s of the affiliating University or any other agency/organization?

The college does not have a university recognized research centre though four teachers of the college are recognized research guides having M.Phil and Ph.D students under them.

- 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.

The college encourages research but it is more at the individual level. No formal committee has been set up but the norms laid down by the university for research are followed. As and when any notice of UGC/University for a major or minor project comes, it is forwarded to the staff. The institution provides assistance for research work in multiple ways.

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

- **autonomy to the principal investigator:**

The principal investigator is not given autonomy to avoid disparity among the staff members.

- **timely availability or release of resources:**

The researcher is permitted to use all existing facilities like library, laptop, internet, electronic gadgets etc. which may help his/her research.

- **adequate infrastructure and human resources:**

The college has 42 laptops which are meant exclusively for the teachers. A teacher can use the laptop for teaching as well as research

purpose. Wi-fi facility is available in the college building which may be useful for research. There are 79 students who work in the 'earn while learn' scheme. Researchers can take help from these students with the principal's permission.

- **time-off, reduced teaching load, special leave etc. to teachers:**

The college does not offer time-off and reduced teaching load to researchers as it disturbs the functioning of the college. Though special leave is not offered, a teacher is always free to take his/her leave for the purpose of research.

- **support in terms of technology and information needs:**

Laptops and internet facility are provided to teacher for research. Moreover, the computers, printers, copiers and even stationery are provided without any hesitation.

- **facilitate timely auditing and submission of utilization certificate to the funding authorities:**

The college is prepared for timely auditing as the administrative staff is well equipped and experienced.

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

- The Study Circle of the college was formed with the intention of developing scientific temper among students. Its members gather at regular intervals to share their new ideas and thoughts.
- Small projects like market analysis, performance analysis of banks and companies etc are given to commerce students which indirectly develop their research aptitude.

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).

- Four teachers of the college are university recognized research guides and there are M.Phil and Ph.D students working under their guidance.

- Seven teachers of the college have done Ph.D and 06 teachers have done M.Phil. The research work of three teachers is on. These teachers try to instill in the young minds an analytical approach to what they learn.

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

- The college hosted a three day training programme for college teachers organized by Knowledge Consortium of Gujarat for developing communication skills and ICT from 11th to 13th October 2011 in which all teachers of the college participated.
- A training programme for capability building was held in the college for college teachers on 13th and 15th March 2012.
- A workshop on New Vision and Directions in Education was conducted in the college by Osho Lotus Charitable Trust on 8th, 9th and 10th of December 2013.

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

The prioritized areas are Commerce and Literature as the college library has a rich store of books on these subjects.

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

Lectures by eminent scholars are arranged by the college and the motive is not just research initiatives. The priority of the students is to prepare them for their employability in the market. So the focus is more on attracting scholars/ experts who can guide them in this direction. As far as teachers are concerned, Knowledge Consortium of Gujarat organizes programmes to encourage research in which most of the teachers participate.

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?

No one has so far utilized Sabbatical Leave for research till this year.

- 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 institution has not taken any initiative in this direction. However, efforts will be made to create an awareness among the staff and students.

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.

Budget allocation for research

Year	Grant in aid College
2008 – 09	3.68%
2009 – 10	3.32%
2010 – 11	2.60%
2011 - 12	2.51%

However, there has been no expenditure for the said purpose.

- 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?

There is no provision to provide seed money to the faculty for research.

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

No provision is made available for this purpose.

- 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.

The departments and staff have not undertaken any inter disciplinary research.

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

- The following facilities are offered by the college for the purpose of research.
 - College Library
 - Internet / wi-fi
 - Reprographic facilities
 - Laptops and desktops
- The staff members or students who take up research work can make use of these 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.

The institution has received no grant from industry or other agencies for developing research facility.

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

Nil

3.3 Research Facilities

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

The facilities within the campus are:

- College Library
- Internet & wi fi
- Reprographic facilities
- Laptops and desktops
- INFLIBNET & DELNET

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?

- Every staff member and student of the college has an e mail ID and the college forwards notices/invitations for seminars and conferences to all.

- A technician has been specially appointed for maintenance of computers, LCD projectors and internet connections.

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.

The institution has received no grant from industry or other agencies for developing research facility.

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

No research facility is made available to the students and research scholars outside the campus.

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

- INFLIBNET and DELNET have been subscribed to specifically for researchers.
- The PG library and reference books are provided.

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

Collaborative research facility has not been developed by the college so far.

3.4 Research Publications and Awards

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

- **Research studies or surveys benefiting the community or improving the services:**

- Joint Research Paper by Prin. Dr. Kishorsinh N. Chavda entitled *Accounting Carbon Credit* published in Ramat Jagat, ISSN No. 2250 – 1428, January, 2013, Pg. 13 – 16

- Joint Research Paper by Prin. Kishorsinh N. Chavda entitled *Managing & Reporting Intellectual Capital published in the Research Journal of Health Education Social Science, Medical & All objective Subjects*, ISSN No. 2319 – 5959, vol. 1, January, 2013, pg. No. 39 – 44.
- Joint Research paper by Dr. Kishorsinh N. Chavda entitled, *Evaluation of Literacy Among All Districts of Gujarat State: Since 1961 to 2011* published in the international Research Journal of Humanities and Environmental Issues, ISSN No. 2277 – 9329 Vol.1; issue No. 6 Sept.2012 pg. No.26-31
- Research Article by Ms. Ritu R. Agarwal entitled *English Proficiency –A Step Towards Sustainable Community Development in Small Cities* published in the Spark International Online eJournal (Refereed and Indexed Journal) , ISSN No.0975-7928 Vol.III, Issue:6 August 2011;pg. No.235-245
- Research article by Prof. Ritu R Agarwal entitled *Glog oriented adaptive Learning (GOAL); The innovative road ahead for teaching literature* published in the Journal of Teaching and Reasearch in English Literature-a quarterly online journal, ISSN No.0975-8828;Vol.1, No.6,October-December2010
- Joint Research Paper entitled *Performance Measurement for Accountability in Corporate Governance* by Dr. Girish N. Rana and Dr Rajesh D. Rana published in the Refereed International Journal *A Journal of Banking, Information, Technology and Management*, ISSN No.0972-902x Vol.9; Issue No.1 Jan.-June 2012;pg. No.103-105
- Research Paper entitled *Stress Management- A Case Study of Varachha Police Station* by Dr. Girish N. Rana published in the International Journal *Emerging Trends in Commerce & Management*, ISBN No.978-93-81361-20-7 Aug.'2011;pg. No.71-72
- Research Paper by Prof. Punita B. Patel entitled *Concept of Environment Conservation in Bhumisukta of the Atharaveda*

- published in the International Journal of Multidisciplinary Research, ISSN No.2277-9302 Vol.1; Issue No.5 (11) August,2012;pg. No.36-3
- Research Paper by Prof. Bharat D. Patel entitled *Human Resource Management in Call Centre-A Case Study* published in the International Journal of Advances in Management, Technology & Engineering Sciences, ISSN No.2249-7455 Vol.1; Issue No.11 August,2012;pg. No.101-103
 - Research Paper by Prof Kanubhai G. Patel entitled *Working Capital Management of Co-operative Sugar Factories of Gujarat State* published in the International Journal of Advances in Management, Technology & Engineering Sciences, ISSN No.2249-7455 Vol.1; Issue No.11 August,2012;pg. No.51-54
 - Research Paper by Dr. Balvant N. Dhimmarr entitled *Profitable Utilization of By- Products in Sugar Industries with Special Reference to Co-operative Sugar Factories of South Gujarat Region* published in the International Research Journal of Commerce, Business and Social Sciences, ISSN No.2277-9310 Vol.1; Issue No.5 August,2012;pg. No.45-48
 - Research Paper by Dr. Sejal N. Desai entitled *Issues of Measuring Dispersion in Shewhart's Statistical Quality Charts for Variable in Case of Desired Quality Level is known* published in the International Journal of Advances in Management, Technology & Engineering Sciences, ISSN No.2249-7455 Vol.1; Issue No.11 August,2012;pg. No.86-87
 - Joint Research Paper by Dr. Sejal N. Desai entitled *An Overview of Use of Mathematical and Statistical Tools and Techniques in Optical Character Recognition in Indian Languages* published in the national Journal, *Journal of Sci-Tech Research*, ISSN No.0974-9780 Vol.II; Issue II July-Dec. 2011;pg. No.24-29
 - Joint Research Paper entitled by Dr. Sejal N. Desai *A Study on Demography of the State of Gujarat from the Perception of Sex Ratio* published in the International Research Journal of

Humanities and Environmental Issues, ISSN No.2277-9329
Vol.1; Issue No.5 Aug.,2012;pg. No.61-63

- Joint Research Paper by Prof. Chhaya U. Naik entitled *A Study on Demography of the State of Gujarat from the Perception of Sex Ratio* published in the International Research Journal of Humanities and Environmental Issues, ISSN No.2277-9329 Vol.1; Issue No.5 Aug.,2012;pg. No.61-63
- Research Paper by Prof. Bindu A. Thakor entitled *Consumer Loan in Recent Era & Comparison of Products Provided by Selected Banks* published in the International Journal of Business, Management & Social Sciences, ISSN No.2249-7463 Vol.1; Issue No.12 August,2012;pg. No.78-82
- Research Paper by Prof. Niharika S. Trivedi entitled *Role of Training & Development of Teachers in Today's Era* published in the International Journal of Multidisciplinary Research, ISSN No.2277-9302 Vol.1; Issue No.5 (11) August,2012;pg. No.32-35

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?

The institute does not publish any research journals independently and jointly.

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

• **Publication per faculty (Research Papers)**

Sr. No.	Name of Faculty	Subject	No. of Publications
1.	Prin. Dr. K.N. Chavda	Accountancy	05
2.	Ms. Sonal V. Kulkarni	English	01
3.	Dr. Rajesh D. Rana	Accountancy	01
4.	Mr. Bharat D. Patel	Business Administration	01
5.	Mr. Kanu G. Patel	Banking	01

6.	Ms. Ritu R. Agarwal	English	04
7.	Dr. Girish N. Rana	Banking	06
8.	Ms. Neha V. Upadhyay	Statistics	01
9.	Dr. Balvant N. Dhimmarr	Accountancy	02
10.	Dr. Sejal N. Desai	Statistics	04
11..	Ms. Chhaya U. Naik	Economics	01
12.	Ms. Bindu A. Thakor	Accountancy	01
13.	Ms. Niharika S. Trivedi	Business Administration	01
14.	Ms. Punita B. Patel	Environmental Studies	01
	Total		30

- **Number of papers published by faculty and students in peer reviewed journals (national / international)**

Faculty – 23

- Prin.Dr. K. N. Chavda - Joint Research paper entitled *Evaluation of Literacy Among all Districts of Gujarat State: Since 1961 to 2011* published in the International Research Journal of Humanities and Environmental Issues ,ISSN No.2277-9329 Vol.1; Issue No.6 Sept.,2012;pg. No.26-31
- Ms. Sonal V. Kulkarni - Joint Research Paper entitled *McCarthyism-Arthur Miller & 'The Crucible'* published in the International Journal of Multidisciplinary Research, ISSN No.2277-9302 Vol.1; Issue No.5(l) Aug.,2012;pg. No.43-46.
- Dr. Rajesh D. Rana - Joint Research Paper entitled *Performance Measurement for Accountability in Corporate Governance* published in the Refereed International Journal A *Journal of Banking, Information, Technology and Management*, ISSN No.0972-902x Vol.9; Issue No.1 Jan.-June 2012;pg. No.103-105.
- Mr. Bharat D. Patel - Research Paper entitled *Human Resource Management in Call Centre-A Case Study* published in the International Journal of Advances in Management,

Technology & Engineering Sciences, ISSN No.2249-7455
Vol.1; Issue No.11 August,2012;pg. No.101-103.

- Mr. Kanu G. Patel - Research Paper entitled *Working Capital Management of Co-operative Sugar Factories of Gujarat State* published in the International Journal of Advances in Management, Technology & Engineering Sciences, ISSN No.2249-7455 Vol.1; Issue No.11 August,2012;pg. No.51-54.
- Ms. Ritu R. Agarwal - Research Paper entitled *Realism in Gustave Flaubert's Madame Bovary* published in the peer-reviewed *IUP Journal of English Studies*, Vol.VII No.1: ISSN No.0973-3728 March 2012 released in May'2012;pg. No.18-23.
- Ms. Ritu R. Agarwal - Research paper entitled *The Ideology of Modernism in Amitav Ghosh's The Shadow Lines* published in the national refereed IUP journal of English studies, ISSN No.0973-3728 ;Vol.V No.4 Dec.-2010 issue .
- Ms. Ritu R. Agarwal - Research paper entitled *Saul Bellow's Herzog in the light of Susan Sontag's essay 'Against Interpretation'* published in the ICFAI University Journal of English Studies, National Refereed Journal, ISSN No.0973-3728 Vol.nos 3 & 4, September & December 2009; pg.no.90-95.
- Ms. Ritu R. Agarwal - Research Paper entitled *Methodology for Improving Teacher's Efficiency Using Student Feedback* published in the Peer Reviewed Journal- National Journal ISSN 0973-3744; Pg.no.66-70; November, 2008.
- Dr. Girish N. Rana - Joint Research Paper entitled *Six Sigma : Impacting Factors* published in the International Journal of Business, Management and Social Sciences (IJBMSS), ISBN No.2249-7463 Vol.I; Issue 3(1)Nov.'2011;pg. No.100-107.
- Dr. Girish N. Rana - Joint Research Paper entitled *Management of Knowledge in Current Scenario* published in the International Journal of Advances in Management, Technology and Engineering Sciences (IJAMTES), ISSN No.2249-7455 Vol.I; Issue 3(1)Dec.'2011;pg. No.17-22.

- Dr. Girish N. Rana - Joint Research Paper entitled *Performance Measurement for Accountability in Corporate Governance* published in the Refereed International Journal *A Journal of Banking, Information, Technology and Management*, ISSN No.0972-902x Vol.9; Issue No.1 Jan.-June 2012;pg. No.103-105.
- Dr. Girish N. Rana - Joint Research Paper entitled *Stress Management- A Case Study of Varachha Police Station* published in the International Journal *Emerging Trends in Commerce & Management*, ISBN No.978-93-81361-20-7 Aug.'2011;pg. No.71-72.
- Ms. Neha V. Upadhyay - Research Paper entitled *Absenteeism at Work Place –Reasons, Effects and Remedies* published in the International Journal of Business, Management & Social Sciences, ISSN No.2249-7463 Vol.1; Issue No.12 August,2012;pg. No.87-90.
- Dr. Balvant N. Dhimmarr - Research Paper entitled *Profitable Utilization of By- Products in Sugar Industries with Special Reference to Co-operative Sugar Factories of South Gujarat Region* published in the International Research Journal of Commerce, Business and Social Sciences, ISSN No.2277-9310 Vol.1; Issue No.5 August,2012;pg. No.45-48.
- Dr. Sejal N. Desai - Research Paper entitled *Issues of Measuring Dispersion in Shewhart's Statistical Quality Charts for Variable in Case of Desired Quality Level is known* published in the International Journal of Advances in Management, Technology & Engineering Sciences, ISSN No.2249-7455 Vol.1; Issue No.11 August,2012;pg. No.86-87.
- Dr. Sejal N. Desai - Joint Research Paper entitled *A Study on Demography of the State of Gujarat from the Perception of Sex Ratio* published in the International Research Journal of Humanities and Environmental Issues, ISSN No.2277-9329 Vol.1; Issue No.5 Aug.,2012;pg. No.61-63.

- Dr. Sejal N. Desai - Joint Research Paper entitled *An Overview of Use of Mathematical and Statistical Tools and Techniques in Optical Character Recognition in Indian Languages* published in the national Journal, *Journal of Sci-Tech Research*, ISSN No.0974-9780 Vol.II; Issue II July-Dec. 2011;pg. No.24-29.
 - Dr. Sejal N. Desai - Research paper entitled “Combination of Mean and RMSD(Root Mean Square Deviation) charts as an Alternative of Combination of X and R-charts and combination of X and S-charts” published in the VNSGU Journal of Science and Technology (A Bi-annual Publication),Vol.1,Issue:1, January-June2009,ISSN No. 0975-5446;pg.no.83-94.
 - Ms. Chhaya U. Naik - Joint Research Paper entitled *A Study on Demography of the State of Gujarat from the Perception of Sex Ratio* published in the International Research Journal of Humanities and Environmental Issues, ISSN No.2277-9329 Vol.1; Issue No.5 Aug.,2012;pg. No.61-63.
 - Ms. Bindu A. Thakor - Research Paper entitled *Consumer Loan in Recent Era & Comparison of Products Provided by Selected Banks* published in the International Journal of Business, Management & Social Sciences, ISSN No.2249-7463 Vol.1; Issue No.12 August,2012;pg. No.78-82.
 - Ms. Niharika S. Trivedi - Research Paper entitled *Role of Training & Development of Teachers in Today's Era* published in the International Journal of Multidisciplinary Research, ISSN No.2277-9302 Vol.1; Issue No.5 (11) August,2012;pg. No.32-35.
 - Ms. Punita B. Patel - Research Paper entitled *Concept of Environment Conservation in Bhumisukta of the Atharaveda* published in the International Journal of Multidisciplinary Research, ISSN No.2277-9302 Vol.1; Issue No.5 (11) August,2012;pg. No.36-37.
- **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.)**

Number of publications – 04 – SSRN – World Wide Repository of Humanities and Social Sciences

- Research Paper by Ms. Ritu R. Agarwal entitled *Realism in Gustave Flaubert's Madame Bovary* published in the peer- reviewed *IUP Journal of English Studies*, Vol.VII No.1: ISSN No.0973-3728 March 2012 released in May'2012;pg. No.18-23.
- Research paper by Ms. Ritu R. Agarwal entitled *The Ideology of Modernism in Amitav Ghosh's The Shadow Lines* published in the national refereed IUP journal of English studies, ISSN No.0973-3728 ;Vol.V No.4 Dec.-2010 issue .
- Research paper by Ms. Ritu R. Agarwal entitled *Saul Bellow's Herzog in the light of Susan Sontag's essay 'Against Interpretation'* published in the ICFAI University Journal of English Studies, National Refereed Journal, ISSN No.0973- 3728Vol.nos3&.4,September &December2009;pg.no.90-95.
- Research Paper by Ms. Ritu R. Agarwal entitled *Methodology for Improving Teacher's Efficiency Using Student Feedback* published in the Peer Reviewed Journal- National Journal ISSN0973-3744; Pg.no.66- 70;November, 2008.

● **Books with ISBN/ISSN numbers with details of publishers: 05**

- Rana, Girish, Vinod N. Patil. *Training Skill and Business Communication*. Oxford Book Co., Jaipur, 2012 ISBN:978 – 93-5030- 013-8.
- Singh, Ved Prakash, Girish Rana. *Group Dynamics and Stress Management*. Oxford Book Co., Jaipur, 2012 ISBN: 978-93-5030-017-6.
- Rana Girish. *Marketing Management in Current Scenario*; Oxford Book Co., Jaipur; 2009 ISBN 978-93-80179-05-6
- Rana Girish. *Financial Management: Planning & Strategies*; Oxford Book Co.: Jaipur; 2009 ISBN: 978-93-80179-09-4
- Rana Girish & Soni Ajay. *Global Human Resource Management*; Oxford Book Co.: Jaipur; 2009 ISBN: 978-93-80179-06-3

3.4.4 Provide details (if any) of

- **research awards received by the faculty**

- Dr. Girish N. Rana (*Assistant Professor of Banking*)
Presented the paper entitled *Total Quality Management (TQM) Strategy and Organizational Characteristics* & won the **Best Paper Award** at the IES International Conference organized by IES MCRC, Mumbai held on January 5-6'2012

- Dr. Sejal N. Desai (*Assistant Professor of Statistics*)

Awarded the **First Prize** for the paper entitled “Combination of Mean and RMSD(Root Mean Square Deviation) charts as an Alternative of Combination of X and R-charts and combination of X and S-charts” at XXIII Gujarat Science Congress on 15th February,2009

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

Lt. Punita B. Patel (*Assistant Professor of Inter disciplinary Studies*)
Awarded the **Best Associate NCC Officer** for outstanding performance during the year 2012.

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

Faculty is felicitated in the presence of honorable dignitaries.

3.5 Consultancy

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

The college has not established institute – industry interface.

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

As and when the consultant firms approach the institute, they are welcomed, their programmes are publicized through college notice boards, e-mails and website.

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

If any staff member is invited, the college welcomes this initiative and gives permission for the said service. However, there is no policy for this.

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

Nil

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

Nil

3.6 Extension Activities and Institutional Social Responsibility (ISR)

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

- The college has 4 units of National Service Scheme (NSS) and 600 students are its members. The activities of NSS include blood donation camps, medical camps, AIDS awareness programmes, malaria/filaria campaign, 10 day camps in villages, cleanliness drive along with many others.
- 90 students of the college are cadets of the National Cadet Corps (NCC) and they also take up activities which help grow their social responsibilities.

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

- The teaching staff has been assigned various activities and committees have been formed. The committee then tracks the students activities manages and promotes participation.
- Feedback questionnaire is used to analyse stakeholders' perception and their opinions.

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

Stakeholder perception on the overall quality of the institution is solicited in two ways:

- Suggestion box is kept where the stakeholders can freely drop their views/ideas
- PTA meetings are regularly kept on 26th January and 15th August during which parents can express their views/ opinions/ suggestions.

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

The institution plans and organizes its outreach programmes well in advance. A calendar of activities is prepared by NSS officers and an attempt is made to follow it.

The major activities are:

Blood Donation Camps, Filaria Campaign, Raising Fund for the Blind, Contribution towards Manav Charitable Trust (Aashiyana – Mentally Challenged Patients), Village Camp, AIDS Awareness Programmes, Medical Camp for villagers and Free eye check up camp for people of adjoining areas, Street Plays to create awareness regarding the dangers of Addiction- Alcohol & Drugs, Visit to Orphanages and Leprosy Centres.

Impact of the Outreach Programmes on the Overall Development of the students:

The students learn Time Management Techniques and it develops in them sensitivity and accountability. They begin to understand their responsibility with their rights. They are motivated to social welfare activities with the aim of National Development. A sense of devotion, team spirit, understanding, commitment and discipline grows in them.

They also learn values of life like sharing, caring and forgiving. Their confidence level increases and they tend to respect others. They become mature citizens with excellent management skills like planning, organizing, delegating and directing.

Budgetary Details:

The outreach and extension activities are carried out by the National Service Scheme Units of the college. The expenditure for these activities is borne by the university and therefore the college does not include it in its budget.

- 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?

For each and every college student it is mandatory to either register in NSS/NCC/UDISHA/SCOPE/PE.

- 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?

Seminars are arranged to help students understand the importance of social responsibility and to become sensitive towards the issues plaguing the under privileged.

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

The role of the institute is not just instilling in the students importance of academics but also helping them to become better citizens of tomorrow. Through the various extension activities – NSS/NCC – organized, the institute is able to inculcate in the students

- A sense of responsibility
- Teamwork and spirit to commit
- Importance of soft skills

- Planning and organizing
- Managing and administering
- Awareness of rights and duties
- Understanding social needs
- Sense of accommodating and adjusting
- Importance of discipline, dedication and hardwork
- Selfless service
- Donating and sharing
- Respecting elders and older citizens
- Lending a helping hand

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

- The institution ensures the involvement of the community in its outreach activities and contributes to the community development.
- Pamphlets are published (blood donation camp, free eye check up camp, medical check- up camp) and distributed.
- Students announce on loud speakers using auto/vehicle to publicize the camps.
- Through friends and family
- Personal visit to slum areas by NSS/NCC volunteers

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.

For various extension activities the college has had constructive relationship with

- Surat Raktadan Kendra
- Amroli Medical Circle
- Surat Medical Association
- Jivan Jyot Hospital
- Dr. Mahendrakumar Solanki's Clinic
- Manav Charitable Trust
- Lions Club

- Jaycees

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.

**Awards Received by the Institute for contribution to the social/
community Development**

2008-09

- **Rotary Round Town Trophy:** The college received Rotary Round Town Trophy for collecting the highest number of blood bags in 2008 – 09.

2009-10

- **Rotary Round Town Trophy:** The college received Rotary Round Town Trophy for collecting the highest number of blood bags in 2009-10.

2010-11

- **Rotary Round Town Trophy:** The college received Rotary Round Town Trophy for collecting the highest number of blood bags in Surat city for the eighth time in a row.
- **Certificate of Appreciation:** Prin. Dr. Kishorsinh N. Chavda was awarded a Certificate of Appreciation by The Commissioner of Surat Municipal Corporation for co-ordinating the Vaanche Gujarat Programme under the aegis of Swarnim Gujarat on 25th January 2011.

2011-12

- **Best Support Institute:** The College received an appreciation Certificate from Surat Municipal Corporation for its outstanding contribution for the welfare of the society and also for the support extended for AIDS Awareness Programmes.
- **Model College:** The college was identified as a Model College based on the outstanding performance in the academic year 2011-12 by

Knowledge Consortium Gujarat vide letter no. KCG/ Chalo College/2011/7686 dated 21st November 2011.

2012-13

- **Best Support Institute:** The college received the Best Support Institute Trophy by 6 Gujarat Girls BN NCC, Surat, for providing infrastructure facilities for hosting the Combined Annual Training Camp from 19th to 28th November 2012.
- **A Decade Long Achievement** The college won the Rotary Round Town Trophy **for the tenth time in a row** for collecting the highest number of blood bags in Surat City.

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.

The college has no collaboration with research laboratories, institutes and industry for research.

- 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.

Nil

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

The college has been able to upgrade the facilities because of the grant received from UGC, not due to industry – institution – community interaction.

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

- Organized an international interdisciplinary research conference on Business, Management, Engineering, Technology and Social Sciences in collaboration with Choice College of Arts & Commerce College, Pune on 24th and 25th August, 2012.
- Notable participants in the seminar were:
 - Dr. Daxesh Thakar, Vice Chancellor, Veer Narmad South Gujarat University, Surat.
 - Mr. Kamleshbhai Yagnik, Vice President, The Southern Gujarat Chamber of Commerce and Industry, Surat.
 - Mr. Shirishbhai Kulkarni, Head of thr Department of Accountancy and Former Dean, Faculty of Commerce, M.S. University, Vadodara.
 - Mr. Foueti T. Motuhifonua, Chief Executive Officer, Emergenetics International – India.
 - Prof. Rakesh Mittal, Principal, Choice College of Arts and Commerce, Pune.

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 –

Nil



**CRITERION IV:
INFRASTRUCTURE AND
LEARNING RESOURCES**

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

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

- The institution obtains maximum support from UGC and makes the best use of the grants for creating infrastructure for teaching and learning. The college has been praised by the state government officials for the infrastructure facilities provided in the class rooms.
- The institution lays emphasis on ICT based teaching and learning and it has done its best for providing infrastructure facilities to this end. The college has an established policy to provide students with the best possible. From multimedia class rooms it is now marching towards on line learning and administration. The aim is to attain global standards and accessibility.

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.
 - There are 20 class rooms and each class room is equipped with the following:
 - LCD Projector
 - CPU and UPS
 - Projector Screen
 - Key pad and Mouse
 - Television
 - Internet Connection
 - Microphone
 - Speakers

- The college library provides the following facilities:
 - Computers with internet – 10
 - INFLIBNET
 - DELNET
 - Journals – 14
 - Magazines – 77
 - Newspapers – 13
 - Books – 30424

- Digital Education and Learning Lab (A/C)
 - 40 computers
 - Interactive White Board

- Computer Lab

22 computers with internet access

- Multimedia Hall – 120 seats

- 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.
 - Auditorium – 500 seats
 - Playground – Volley Ball & Kabaddi
 - Table Tennis
 - Weight Lifting
 - Power Lifting
 - Chess
 - Caroms
 - Darts
 - Language Lab for language and communication
 - Office room for NSS along with vessels and tools
 - NCC office room and concrete ground for drills
 - Hospital facility
 - Insurance for all students

- 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).

Until 2008 only the Arts Faculty used to function in the afternoon shift and since the number of students in the Arts Faculty (UG) was very less, only a few rooms were needed. But later, the college decided to make optimal utilization of the infrastructure facilities and introduced new courses. Five PG centres and an Additional Afternoon Class for women (B.Com.) were introduced. This ensured optimal use of the ICT enabled class rooms and the library.

- **Details of the facilities developed during the last four years are given below:**

2008 -09			
Sr. No.	Particulars	Nos.	Amount Spent
1	Campus PCC Work	--	2,85,000/-
2	Benches	50	1,18,000/-
3	Fans	15	19,500/-
4	Campus Gate	02	20,500/-
5	Audio System	--	13,800/-
6	Maintenance	--	1,15,000/-
7	Electrification	--	39,000/-
8	Renovation	--	78,000/-
9	Computers	03	64834/-
	TOTAL		753634/-

2009 -10			
Sr. No.	Particulars	Nos.	Amount Spent
1	Computer	02	44,847/-
2	Benches	90	1,64,250/-
3	Campus PCC Work	--	1,22,525/-
4	Cupboard	05	49,000/-
5	CC Camera	04	14,500/-
6	Maintenance	--	1,48,000/-
7	Electrification	--	69,000/-
8	Renovation	--	67,000/-
	TOTAL		679122/-

2010 -11			
Sr. No.	Particulars	Nos	Amount Spent
1	Computer	48	13,21,135/-
2	LCD Projector	21	10,55,000/-
3	Laptops	26	7,40,698/-
4	HP Scanner	01	54,000/-
5	LCD Monitor	04	37,800/-
6	Photocopier	01	1,33,350/-

7	Generator	01	6,87,677/-
8	LCD TV	11	4,40,712/-
9	Interactive Board	01	54,600/-
10	Plasma TV	01	40,000/-
11	Printer	04	37,800/-
12	Benches	45	78,025/-
13	Plastic Chairs	175	70,875/-
14	DVR 16 Channel	01	39,500/-
15	Table	08	33,000/-
16	Filing Rack	--	89,926/-
17	CPU/ Projector Wooden Box	--	98,525/-
18	EPBX	02	67,800/-
19	Cupboard	04	36,800/-
20	Generator shed	--	84,000/-
21	Maintenance	--	1,76,568/-
22	Electrification	--	1,80,473/-
23	Renovation	--	1,39,000/-
	TOTAL		5697264/-

2011 - 12			
Sr. No.	Particulars	Nos	Amount Spent
1	Computer Lab & P.G. Library*	--	4,65,000/-
2	Auditorium*	--	2,70,000/-
3	RO Plant	--	2,50,000/-
4	Computer	03	84,500/-
5	Laptops	04	1,36,250/-
6	Xerox	02	2,14,050/-
7	CD/DVD Copier	01	17,500/-
8	Interactive Board	03	2,09,596/-
9	Air Conditioner	04	1,18,760/-
10	Printer	06	51,045/-
11	Revolving Chair	12	82,693/-
12	Cupboard	10	1,26,200/-
13	Computer Chairs	38	1,31,440/-
14	Fan	36	53,280/-
15	Sanitation	--	1,29,700/-
16	Camera	--	19,500/-
17	Biometrics	--	30,500/-
18	Parking Shed	--	1,69,860/-
19	Table	09	62,583/-
20	Maintenance	--	75,970/-

21	Electrification	--	1,13,670/-
22	Renovation	--	1,54,120/-
	TOTAL		2966217/-

*The construction of Computer Lab and PG Library started in the year 2011 - 12 and will be completed in the year 2012 – 13. The total expenditure will be around Rs. 35,00,000/-

*The construction of Auditorium started in the year 2011 -12 and will be completed in the year 2012 -13. The total expenditure will be around Rs. 25,00,000/-

***Note: The Master plan of the existing institution – Enclosure 4
Future plan – Enclosure - 5***

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

There are 29 students in the college with physical disabilities and the college sees that the infrastructure facilities meet their requirements. This is done after taking a time to time over view of the situation and after meeting with the differently abled students to understand their problems and to gather their suggestions.

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. The management runs a multi-specialty hospital just beside the college campus and it provides medical assistance whenever needed.
- 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

The college does not provide residential facilities as most of the students belong to Amroli and neighbouring places. However, with the co-operation of Vikalang Kalyan Trust residential arrangements have been made for the blind students and with the help of Social Welfare Department of Gujarat Govt. residential arrangements have been made for SC/ST students of the college.

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

The college provides the following health care facilities to students and staff:

- Free Thalassemia test for all students
- First aid
- Jivan Jyot Hospital next door managed by the same trust provides medical assistance to the staff and students whenever required.
- Every student is covered under life insurance.

- 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 of the college:

The total area of the campus is only 13860 sq. mtrs and the college building does not have the capacity to accommodate all the students at a time. The total strength of the college is around 3600 every year against which there are only 20 class rooms. Therefore the college runs in two shifts – Commerce in the morning and Arts in the afternoon. Limited number of rooms forces to manage with what is available. Yet the following facilities are available with the college:

- **Room for IQAC**

The Internal Quality Assurance Cell functions in an air conditioned room equipped with 2 computers, a laptop, 2 printers, 5 cupboards, intercom and internet.

- **Room for Career Counseling, Career Guidance and Placement**

A room is allotted for Career Guidance activities including career counseling and placement. The room is equipped with a computer, a printer, a laptop, internet connection and intercom.

- **Common Room for Boys and Girls.**

The auditorium on 3rd floor is used as common room for boys and girls where they can spend their free time. The large hall also accommodates indoor games like table tennis, chess and caroms. The facility is not provided on the days of general gathering.

A separate rest room is allotted for girls on the ground floor.

- **Women's cell and Grievance Redressal Cell**

No separate room is provided for Grievance Redressal Cell and Women's Cell.

- **Health Care**

No room is provided for health care as the hospital is just close by.

- **Safe Drinking Water**

The college has an RO plant with a capacity of 250 litres/ hour. Water coolers are installed and taps are provided on all floors.

- **Canteen**

The college canteen is working on contract basis from morning till evening. Students and staff are allowed to make use of the hospital canteen also.

- **Indoor Games**

On ordinary days the auditorium is used for indoor games – table tennis, carom and chess.

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?

- The college does have a library advisory committee which comprises of three teachers, the librarian and a member from the administrative section.

The members of the committee at present are:

- Dr. Rujuta C. Gandhi
 - Mr. Ajit R Naik
 - Dr. Rajesh D. Rana
 - Mr. Siby K. Antony
 - Mr. Anilbhai U. Chaudhari
-
- The major initiatives implemented by the committee during the last four years are:
 - Separation of PG library from General library
 - Addition of maximum books to the library and thereby the best use of funds received from UGC
 - Inclusion of books for competitive examination – NET/SLET, MAT/CAT/GRE/GMAT/ Bank Test/Medical Engineering Entrance.
 - Installation of INFLIBNET and DELNET for research and on line reference.
 - Exhibition of library books to attract students to the library.
 - Inclusion of support staff for better services.

4.2.2 Provide details of the following:

- **Total area of the library (in Sq. Mts.)**
General Library – 181.90 Sq. Mtrs (1958 sq. ft)
PG Library - 170.30 Sq. Mtrs (1833 sq. ft.)
- **Total seating capacity**
General Library: 120
PG Library: 100

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

- OPAC (Online Public Access Catalogue)
 - The college does not have this facility
- Electronic Resource Management package for e-journals
 - The college has installed INFLIBNET and DELNET
- Federated searching tools to search articles in multiple databases
 - Not available
- Library Website
 - The library has no separate website.
- In-house/remote access to e-publications
 - Facilitated by DELNET and INFLIBNET
- Library automation
 - Partial automation has been accomplished so far.
- Total number of computers for public access
 - 10 computers with internet access are placed in the library for the staff and students.
- Total numbers of printers for public access
 - Two printers are kept in the library for the users.
- Internet band width/ speed □ 2mbps □ 10 mbps □ 1 gb (GB)
 - BSNL Broadband with a speed of 2mbps

- Institutional Repository
 - A provision has been made to store outdated books and old magazines. As far as the journals are concerned, they are bound and preserved.
- Content management system for e-learning
 - Not available
- Participation in Resource sharing networks/consortia (like Inflibnet)
 - INFLIBNET and DELNET have been subscribed to and every teacher and student is given an ID and password for online reference.

4.2.5 Provide details on the following items:

1.	Average number of walk-ins	80
2.	Average number of books issued/returned	08
3.	Ratio of library books to students enrolled	9:1
4.	Average number of books added during last three years	2755
5.	Average number of login to OPAC	---
6.	Average number of login to e-resources	---
7.	Average number of e-resources downloaded/printed	---
8.	Number of information literacy trainings organized	---
9.	Details of “weeding out” of books and other materials	---

4.2.6 Give details of the specialized services provided by the library

- **Reference**
 - Reference books

- Online reference (INFLIBNET and DELNET)
- **Reprography**
 - Xerox Machine
 - Scanner cum Printer
- **Information deployment and notification (Information Deployment and Notification)**
 - New arrivals and library related information are displayed on the Notice Board at the entrance of the library.
- **Download**
 - 10 computers with internet connectivity are placed in the library for the users. They can download useful articles/information from various websites.
- **Printing**
 - Two printers are kept in the library for the library users. They can take print outs at a nominal cost.
- **In-house/remote access to e-resources**
 - INFLIBNET and DELNET are available for e – resources.
- **User Orientation and awareness**
 - The First Year students are given training in the use of the library and they are made aware of the facilities provided by the library.
- **INFLIBNET/IUC facilities**
 - INFLIBNET and DELNET facilities are provided.

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

- The college does not have a full time librarian as the government has not given NOC for the post. The library is handled by an ad – hoc librarian and two ad hoc assistants. Mr. Anil U. Chaudhari, senior clerk, supervises the library. The support provided by the library staff are:
 - Ms. Urmila B. Tandel(M.A., B.Ed., B.Lib.) – Ad-hoc faculty – Asstt. Librarian
 - Ms. Prasila Patel(M.A., B.Ed.) – Ad-hoc staff – Library Assistant
 - Ms. Dipika D. Dhivre (B.A., CCC) – Data entry
 - Ms. Varsha D. Dhivre (B.A.,CCC) – Data entry
 - Ms. Neha M. Rathore – student trained in Tally – Data entry and automation
 - Mr. Sanmukh L. Gohil - Peon

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

The physically challenged students are given books on all days of the week. They do not have to wait for the specific day for placing demand and issue.

4.2.9 Does the library get the feedback from its users? If yes, how is it analysed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analysed and used for further improvement of the library services?)

A general feedback is collected from the students on the college but not specifically on the library. However, students, staff and stakeholders can give their feedback and drop it in the suggestion box.

4.3 IT Infrastructure

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

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

Total number of computers: 129

LANGUAGE LAB								
	Hardware Details					Software Details		
Sr. No.	Processor	Hard Disk	Ram	Drive	Monitor	Office	Operating System	Anti Virus
1.	AMD ATHLON - 2.21GHZ	500 GB	2 GB	DVD RWr	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
2.	AMD ATHLON - 2.21GHZ	160 GB	2 GB	DVD RWr	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
3.	AMD ATHLON - 2.21GHZ	160 GB	2 GB	DVD RWr	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
4.	AMD ATHLON - 2.21GHZ	160 GB	2 GB	DVD RWr	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
5.	AMD ATHLON - 2.21GHZ	160 GB	1 GB	DVD RWr	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
6.	AMD ATHLON - 2.21GHZ	160 GB	1 GB	DVD RWr	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
7.	AMD ATHLON - 2.21GHZ	160 GB	1 GB	DVD RWr	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
8.	AMD ATHLON - 2.21GHZ	160 GB	1 GB	DVD RWr	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
9.	AMD ATHLON - 2.21GHZ	160 GB	1 GB	DVD RWr	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
10.	AMD ATHLON - 2.21GHZ	160 GB	1 GB	DVD RWr	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
11.	AMD ATHLON - 2.21GHZ	160 GB	1 GB	DVD RWr	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
12.	AMD ATHLON - 2.21GHZ	160 GB	1 GB	DVD RWr	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012

13.	AMD ATHLON - 2.21GHZ	160 GB	1 GB	DVD RW _r	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
14.	AMD ATHLON - 2.21GHZ	160 GB	1 GB	DVD RW _r	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
15.	AMD ATHLON - 2.21GHZ	160 GB	1 GB	DVD RW _r	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
16.	AMD ATHLON - 2.21GHZ	160 GB	1 GB	DVD RW _r	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
17.	AMD ATHLON - 2.21GHZ	160 GB	1 GB	DVD RW _r	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
18.	AMD ATHLON - 2.21GHZ	160 GB	1 GB	DVD RW _r	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
19.	AMD ATHLON - 2.21GHZ	160 GB	1 GB	DVD RW _r	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
20.	AMD ATHLON - 2.21GHZ	160 GB	1 GB	DVD RW _r	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
21.	AMD ATHLON - 2.21GHZ	160 GB	1 GB	DVD RW _r	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
22.	AMD ATHLON - 2.21GHZ	160 GB	1 GB	DVD RW _r	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
23.	AMD ATHLON - 2.21GHZ	160 GB	2 GB	DVD RW _r	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
24.	Intel Core 2 Duo	500 GB	1 GB	DVD RW _r	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
25.	Intel Core 2 Duo	500 GB	4 GB	DVD RW _r	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012

26.	Intel Core 2 Duo	500 GB	4 GB	DVD RWr	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
27.	Intel Core 2 Duo	500 GB	4 GB	DVD RWr	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
28.	Intel Core 2 Duo	500 GB	4 GB	DVD RWr	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
29.	Intel Core 2 Duo	500 GB	4 GB	DVD RWr	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
30.	Intel Core 2 Duo	500 GB	4 GB	DVD RWr	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
31.	Intel Core 2 Duo	500 GB	4 GB	DVD RWr	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
32.	Intel Core 2 Duo	500 GB	2 GB	DVD RWr	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
33.	Intel Core 2 Duo	500 GB	2 GB	DVD RWr	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
34.	Intel Core 2 Duo	500 GB	4 GB	DVD RWr	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
35.	Intel Core 2 Duo	500 GB	4 GB	DVD RWr	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
36.	Intel Core 2 Duo	500 GB	4 GB	DVD RWr	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
37.	Intel Core 2 Duo	500 GB	4 GB	DVD RWr	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
38.	Intel Core 2 Duo	500 GB	1 GB	DVD RWr	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012

39.	Intel Core 2 Duo	500 GB	2 GB	DVD RW _r	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
40.	AMD ATHLON 64X2	500 GB	2 GB	DVD RW _r	17" ZENITH	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
COMPUTER LAB								
41.	AMD ATHLON 64X2	500 GB	2 GB	DVD RW _r	17" Monitor	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
42.	AMD ATHLON 64X2	500 GB	2 GB	DVD RW _r	17" Monitor	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
43.	AMD ATHLON 64X2	500 GB	2 GB	DVD RW _r	17" Monitor	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
44.	AMD ATHLON 64X2	500 GB	2 GB	DVD RW _r	17" Monitor	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
45.	AMD ATHLON 64X2	500 GB	2 GB	DVD RW _r	17" Monitor	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
46.	AMD ATHLON 64X2	500 GB	2 GB	DVD RW _r	17" Monitor	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
47.	AMD ATHLON 64X2	500 GB	2 GB	DVD RW _r	17" Monitor	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
48.	AMD ATHLON 64X2	500 GB	2 GB	DVD RW _r	17" Monitor	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
49.	AMD ATHLON 64X2	500 GB	2 GB	DVD RW _r	17" Monitor	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
50.	AMD ATHLON 64X2	500 GB	2 GB	DVD RW _r	17" Monitor	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012

51.	AMD ATHLON 64X2	500 GB	2 GB	DVD RW _r	17" Monitor	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
52.	AMD ATHLON 64X2	500 GB	2 GB	DVD RW _r	17" Monitor	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
53.	AMD ATHLON 64X2	500 GB	2 GB	DVD RW _r	17" Monitor	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
54.	AMD ATHLON 64X2	500 GB	2 GB	DVD RW _r	17" Monitor	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
55.	AMD ATHLON 64X2	500 GB	2 GB	DVD RW _r	17" Monitor	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
56.	AMD ATHLON 64X2	500 GB	2 GB	DVD RW _r	17" Monitor	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
57.	AMD ATHLON 64X2	500 GB	2 GB	DVD RW _r	17" Monitor	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
58.	AMD ATHLON 64X2	500 GB	2 GB	DVD RW _r	17" Monitor	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
59.	Intel PIII	40 GB	128MB	DVD RW _r	17" Monitor	Ms – Office 2003	Win Xp, SP2	Kaspersky 2012
60.	Intel C2D 2.0	80 GB	1 GB	DVD RW _r	17" Monitor	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
61.	Intel C2D 2.0	180GB	2 GB	DVD RW _r	17" Monitor	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012
62.	Intel C2D 2.0	180GB	2 GB	DVD RW _r	17" Monitor	Ms – Office 2007	Win Xp, SP2	Kaspersky 2012

PRINCIPAL'S OFFICE

Hardware Details									Software Details		
Sr. No.	Processor	Hard Disk	Ram	Drive	Monitor	Office	Operating System	Anti Virus			
63.	INTEL COR [™] 2 QUADCPU	1000 GB	4GB	DVD RWr	17" Benq	Ms – Office 2007	Window 7	Kaspersky 2012			
64.	Intel Core 2 Duo		4GB	DVD RWr	17" Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012			

CAREER GUIDANCE CLUB

65	Intel Core 2 Duo	500 GB	4GB	DVD RWr	17" Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
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ADMINISTRATIVE OFFICE

Hardware Details									Software Details		
Sr. No.	Processor	Hard Disk	Ram	Drive	Monitor	Office	Operating System	Anti Virus			
66.	Intel Core 2 Duo	160 GB	3GB	DVD RWr	17" Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012			
67.	Intel Core I5 CPU	1 TB	4GB	DVD RWr	17" Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012			
68.	Intel Core I3 CPU	1 TB	4GB	DVD RWr	17" Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012			
69.	Intel Core 2 Duo	500 GB	4GB	DVD RWr	17" Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012			
70.	Intel Core 2 Duo	500 GB	4GB	DVD RWr	17" Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012			

71.	Intel Core I5 CPU	500 GB	4GB	DVD RWr	17" Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
72.	Intel Core 2 Duo	320 GB	4GB	DVD RWr	17" Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
73.	IBM ®Xeron® CPU	500 GB	4GB	DVD RWr	17" IBM	Ms – Office 2007	Win 200, Server	Quick Heal 2012
74.	Intel Core I5 CPU	500 GB	2GB	DVD RWr	17" Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
IQAC OFFICE								
	Hardware Details					Software Details		
Sr. No.	Processor	Hard Disk	Ram	Drive	Monitor	Office	Operating System	Anti Virus
75.	Intel Core 2 Duo	500 GB	2GB	DVD RWr	17" Benq	Ms – Office 2007	Window 7	Kaspersky 2012
76.	Intel Dual Core	160 GB	3GB	DVD RWr	17" Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
GYMKHANA OFFICE								
77.	Intel Core 2 Duo	500 GB	4GB	DVD RWr	17" Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
STAFF ROOM								
78.	Intel Dual Core	500 GB	2GB	DVD RWr	17" Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
79.	Intel Dual Core	500 GB	2GB	DVD RWr	17" Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012

80.	Intel Dual Core	500 GB	2GB	DVD RWr	17" Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
STRONG ROOM								
	Hardware Details					Software Details		
Sr. No.	Processor	Hard Disk	Ram	Drive	Monitor	Office	Operating System	Anti Virus
81.	Intel Core 2 Duo	500 GB	3GB	DVD RWr	17" Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
NCC ROOM								
	Hardware Details					Software Details		
Sr. No.	Processor	Hard Disk	Ram	Drive	Monitor	Office	Operating System	Anti Virus
82.	Intel Core I3 CPU	500 GB	4GB	DVD RWr	17" Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
LIBRARY								
	Hardware Details					Software Details		
Sr. No.	Processor	Hard Disk	Ram	Drive	Monitor	Office	Operating System	Anti Virus
83.	Intel I5 CPU	500 GB	4GB	DVD RWr	17" Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
84.	Intel Core 2 Duo	160GB	1GB	DVD RWr	17" HCL	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
85.	Intel Core 2 Duo	500 GB	2GB	DVD RWr	17" LG	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
86.	Intel Pentum 4	400 GB	2GB	DVD RWr	17" LG	Ms – Office 2007	Win XP, SP2	Kaspersky 2012

87.	Intel Core 2 Duo	500 GB	2GB	DVD RWr	17" Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
88.	Intel Core 2 Duo	500 GB	2GB	DVD RWr	17" Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
89.	Intel Core 2 Duo	500 GB	4GB	DVD RWr	17" Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
90.	Intel Core 2 Duo	500 GB	1GB	DVD RWr	17" LG	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
91.	Intel Core 2 Duo	500 GB	2GB	DVD RWr	17" Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
92.	Intel Core 2 Duo	500 GB	2GB	DVD RWr	17" Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012

EDP (ELECTRONIC DATA PROCESSING) ROOM

	Hardware Details					Software Details		
Sr. No.	Processor	Hard Disk	Ram	Drive	Monitor	Office	Operating System	Anti Virus
93.	Intel Core 2 Duo	500 GB	4GB	DVD RWr	17" Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
94.	AMD Athlon 3.11GHz	500 GB	2GB	DVD RWr	17" Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
95.	Intel Core 2 Duo	500 GB	4GB	DVD RWr	17" Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
96.	AMD Athlon 3.11GHz	500 GB	4GB	DVD RWr	17" Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
97.	AMD Athlon 3.11GHz	500 GB	2GB	DVD RWr	17" Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012

98.	AMD Athlon 3.11GHz	500 GB	4GB	DVD RWr	17'' Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
99.	AMD Athlon 3.11GHz	500 GB	2GB	DVD RWr	17'' Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
100.	AMD Athlon 3.11GHz	500 GB	2GB	DVD RWr	17'' Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
101.	AMD Athlon 3.11GHz	500 GB	2GB	DVD RWr	17'' Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
102.	AMD Athlon 3.11GHz	500 GB	2GB	DVD RWr	17'' Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
103.	AMD Athlon 3.11GHz	500 GB	2GB	DVD RWr	17'' Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
104.	AMD Athlon 3.11GHz	500 GB	2GB	DVD RWr	17'' Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
105.	AMD Athlon 3.11GHz	500 GB	2GB	DVD RWr	17'' Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
106.	AMD Athlon 3.11GHz	500 GB	2GB	DVD RWr	17'' Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
107.	AMD Athlon 3.11GHz	500 GB	2GB	DVD RWr	17'' Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
108.	AMD Athlon 3.11GHz	500 GB	2GB	DVD RWr	17'' Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
109.	AMD Athlon 3.11GHz	500 GB	2GB	DVD RWr	17'' Benq	Ms – Office 2007	Win XP, SP2	Kaspersky 2012

CLASS ROOMS

CLASS ROOMS								
	Hardware Details					Software Details		
Sr. No.	Processor	Hard Disk	Ram	Drive	Monitor	Office	Operating System	Anti Virus
110. (Class 2 BCA)	INTEL I3 CPU	1 TB	4GB	DVD RWr	-	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
111. (Class 3 BCA)	INTEL I3 CPU	1 TB	4GB	DVD RWr	-	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
112. (Class 4 BCA)	Intel Core 2 Duo	500 GB	2GB	DVD RWr	-	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
113. (Class 5)	Intel Core 2 Duo	500 GB	4GB	DVD RWr	-	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
114. (Class 9)	INTEL I3 CPU	1 TB	4GB	DVD RWr	-	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
115. (Class 27)	Intel Core 2 Duo	500 GB	2GB	DVD RWr	-	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
116. (Class 6)	Intel Core 2 Duo	500 GB	2GB	DVD RWr	-	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
117. (Class 7)	Intel Core 2 Duo	500 GB	4GB	DVD RWr	-	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
118. (Class 21)	INTEL I3 CPU	1 TB	4GB	DVD RWr	-	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
119. (Class 23)	Intel Core 2 Duo	160 GB	2GB	DVD RWr	-	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
120. (Class 24)	INTEL I3 CPU	160 GB	4GB	DVD RWr	-	Ms – Office 2007	Win XP, SP2	Kaspersky 2012

121. (Class 25)	Intel Core 2 Duo	160 GB	1GB	DVD RW	-	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
122. (Class 26)	Intel Core 2 Duo	500 GB	2GB	DVD RW	-	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
123. (Class 28)	Intel Core 2 Duo	1000 GB	2GB	DVD RW	-	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
124. (Class 29)	Intel Core 2 Duo	500 Gb	5GB	DVD RW	-	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
125. (Class 30)	Intel I3 CPU	1 TB	5GB	DVD RW	-	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
126. (Class 31)	Intel I3 CPU	1 TB	4GB	DVD RW	-	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
127. (Class 32)	Intel Core 2 Duo	500 GB	1GB	DVD RW	-	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
128. (Class 33)	Intel Core 2 Duo	500 GB	2GB	DVD RW	-	Ms – Office 2007	Win XP, SP2	Kaspersky 2012
129. (Class 34)	Intel I3 CPU	1 TB	4GB	DVD RW	-	Ms – Office 2007	Win XP, SP2	Kaspersky 2012

- Computer-student ratio – 1:26

- Stand alone facility

18 computers in the Electronic Data Processing Centre (Room No.22) and 6 computers in the main library are not connected with LAN but they have internet connectivity.

- LAN facility

- The Main Server is placed in the Administrative Office and it has two switches: 24 Port NETGEAR Switch and 16 Port PRONET

Switch. It is used for internet sharing, Printer Sharing, Scanner Sharing and Files Sharing.

- In the Digital Education and Learning Lab there are 40 Computers & in the Computer lab there are 22 computers. There are 3 Switches – 24 Port NETGEAR Switch for LAN sharing, 24 Port CISCO Switch for LAN Sharing and 16 Port PRONET Switch for Internet Sharing.
- In the Main Library there is a 16 Port Switch which is used for SOUL Software and Internet Sharing.
- In Room No.22 where Electronic Data Processing work is done there is a 24 Port NETGEAR Switch which is for LAN and Internet Sharing.

- **Wi-Fi facility**

2 Units of RUKUS Wi-Fi system are installed on the first floor for mobile device connectivity and notebook/ laptop connectivity only for Internet Sharing. This is for the teaching and Administrative staff. The system is needed for the online admin software, E – Mahavidyalay. Another 15 BSNL devices are installed in the class rooms for the use of students.

- Licensed software - 03
- Number of nodes/ computers with Internet facility - 129
- Any other - Nil

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

The college has 129 computers and 42 laptops. Every class room has a computer with internet connectivity to which the students have direct access. There are 40 computers in the digital Education and Language Lab which are used by students and teachers alike. The computer lab enables the students to improve their computer proficiency. Moreover, there are 10 computers with internet connectivity in the college library. Wi-fi facility is made available to the staff and students which can be

used on laptops and mobile phones. Three computers have been allotted for the blind students of the college.

As far as teachers are concerned, every teacher is given a laptop which they can take home for preparing lessons/ power points.

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

The college has advanced IT infrastructure which is optimally used for teaching – learning and administration. For the maintenance of IT infrastructure a person has been placed on contract. The college intends to go further until it reaches global standards.

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

The details of last four years' budget allocation are given below:

Year	Purchase	Upgradation	Maintenance
2008 -09	1,50,000	50,000	25,000
2009 -10	2,00,000	15,000	20,000
2010 -11	2,00,000	45,000	15,000
2011 -12	1,00,000	1,00,000	35,000

Though the above figures manifest the budget allocations, the college has utilized grants received from UGC for the purchase of computers.

Details of 116 computers purchased during the 11th plan period:

- With UGC Grant – 56
- MP's Contribution – 36
- With Ambedkar Open University Grant - 24

The college also purchased 42 laptops during the 11 plan period in order to facilitate ICT enabled teaching and learning.

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?

All class rooms of the college are ICT enabled and the teaching - learning process is mainly computer aided. Regular meetings are held with the teaching staff to motivate them to use computer aided teaching materials. The teachers prepare power points for teaching and the students are given projects/topics for which they require ICT. Thus the whole class room atmosphere has changed in the last four years.

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.

- Until 2009 the chief teaching method adopted by most of the teachers was the lecture method. Understanding the need of the time the college decided to have ICT enabled class rooms where the use of technology could be maximized as the new generation is techno savvy. Today, every class room is equipped with a multimedia projector, computer, internet connectivity, LCD television, sound system and microphone.
- Every student has INFLIBNET and DELNET ID and Password and they have access to the computer in the class room or in the library.
- The teachers use power points for class room teaching and they also show movies and clippings for better learning.
- Students are also involved in the process by encouraging them to make power point presentations on relevant topics in the class.
- Online attendance and online administration, information & communication system developed by the college keep the student at the centre.
- Every student has a Student Identification Number which provides his/her track record.

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?

Not Available

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 college allocates sufficient amounts for the maintenance and upkeep of the facilities.

The budget allocated for maintenance of campus facilities during the last four years:

		2008 -09	2009 -10	2010 - 11	2011 -12
a.	Building	5,00,000	3,00,000	5,20,000	5,50,000
b.	Furniture	30,000	15,000	15000	45000
c.	Equipment	35,000	40,000	60,000	1,00,000
d.	Computers	25000	20000	15000	35000
e.	Vehicles	--	--	--	--
f.	Any other (Amenities)	4,00,000	5,30,000	9,00,000	9,00,000

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

The infrastructure facilities, services and equipments are maintained by:

- **Delegation of responsibilities among the existing staff members:**

There are 7 peons who have been assigned the duty to dust, sweep and mop the floor, stairs and clean all rooms. Water tanks and water coolers are also cleaned by them. Washrooms, basins and toilets are cleaned daily. The watchman also does the work of a gardener and maintains the plants, flower beds and trees in the campus.

- **Employing helpers on daily basis:**

Depending on the quantum of work additional helpers are employed by college on a daily basis. People like retired peons, wives of peons, watchman etc. are hired for this purpose.

- **‘Work Based’ Hiring of skilled professionals:**

Works like carpentry, colour work, electrical / electronic repairs, hardware / software maintenance, making of furniture requires skilled craftsmen and professionals. They are hired and paid as per the labour.

- **Involving students for the maintenance:**

N.S.S. volunteers carry out a cleanliness drive in the campus and this serves a dual purpose. It teaches them the importance of social service and cultivates love and devotion. Moreover needy students are employed for the maintenance of library infrastructure, office etc. and they are paid by the college.

- **Appointment of Committees and Chairpersons:**

The equipments used for sports, N.S.S., cultural programmes require proper maintenance and each committee reviews the stock and reports to the Principal.

- **Inviting Tenders and Quotations:**

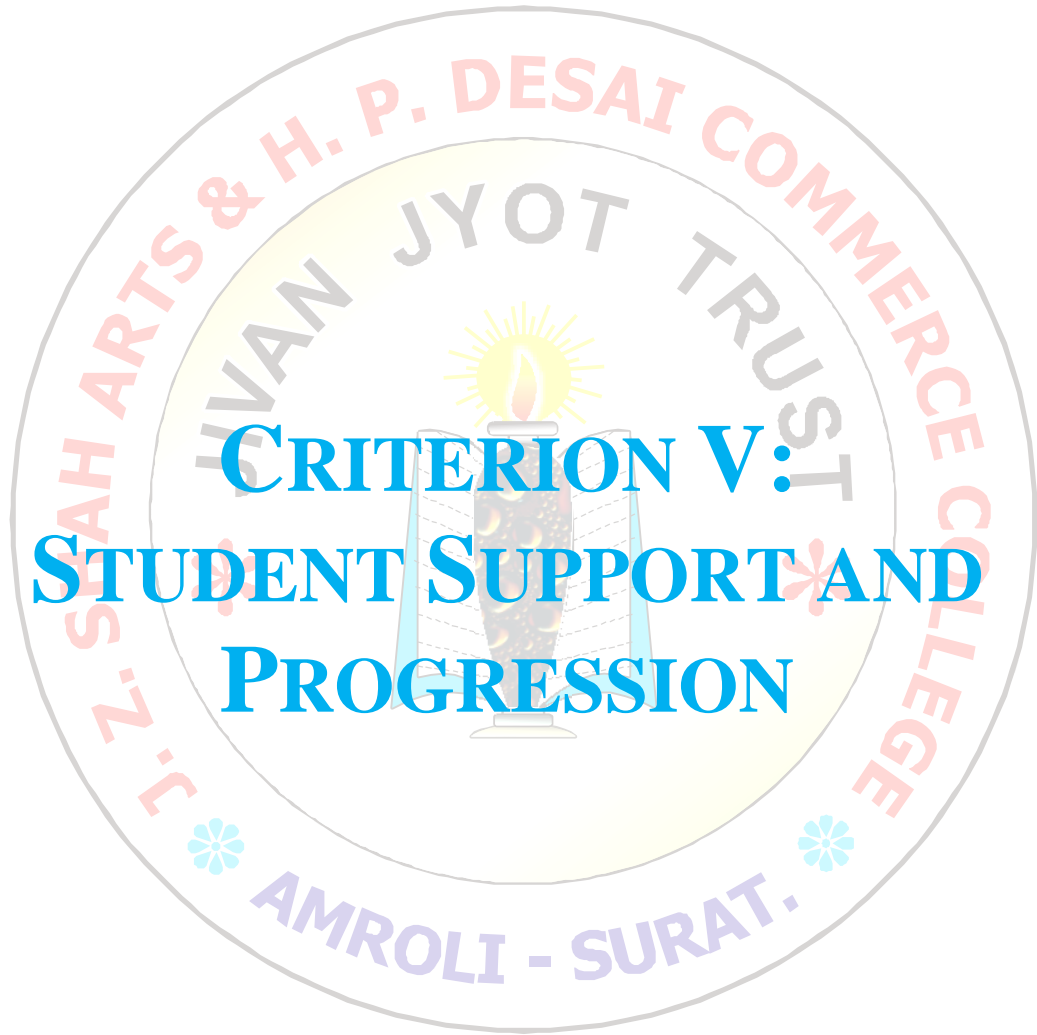
Tenders and quotations are invited for the maintenance of infrastructure which involves huge expenditure and after a careful analysis, the contract is given.

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

The institution has a qualified person on contract basis only for maintenance and supervision of the equipments. The equipments are updated and calibrated in every three months.

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 academic and administrative functions of the college are computer assisted and undisturbed power supply is very essential. The college has purchased a silent, high voltage power generator which has the capacity to take care of the entire college building.



**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 institution does publish its updated prospectus every year.

The prospectus provides the following information:

- The Vision, Mission, Goals and Objectives of the institution
- General information (Brief history of the college and college timings)
- Eligibility criteria
- Admission procedure and requirements
- Courses offered by the college
- Syllabus for UG and PG courses
- Information regarding Choice Based Credit System (UG & PG)
- Information regarding internal evaluation
- List of regular activities
- List of scholarships, prizes and awards
- Activities of the previous year
- Healthy practices
- Academic Calendar for the year including curricular & Co curricular activities.
- Constitution of the Students' Council
- Regulations on Curbing the Menace of Ragging
- List of Teaching & Administrative staff
- List of class advisers & Visiting faculties
- Details of the facilities offered by the college
- Disciplinary rules of the college
- About the Management
- Photographs (Toppers, activities etc.)
- List of dignitaries who visited the college

Copies of the prospectus are given to all students at the time of admission. Copies are also given to the visitors and the principals of the other colleges under the university.

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

Scholarship by State Government

2008 – 09

Category	No. of students	Amount Disbursed
SC	104	292460
ST	35	101395
SEBC	340	358580
PH	10	25500
TOTAL	489	777935

2009 – 10

Category	No. of students	Amount Disbursed
SC	141	441940
ST	08	26080
SEBC	326	322990
PH	17	43000
TOTAL	492	834010

2010 – 11

Category	No. of students	Amount Disbursed
SC	148	462250
ST	94	395545
SEBC	609	980795
PH	28	70500
TOTAL	879	1909090

2011 – 12

Category	No. of students	Amount Disbursed
SC	137	703265
ST	129	654830
SEBC	326	391200
PH	23	56500
TOTAL	615	1805795

Freeship & Scholarship given by the college and other institutes

Year	Freeship given by college		Scholarship given by other institutes	
	No. of Students	Amount	No of Students	Amount
2008 -09	24	8315	19	26100
2009 -10	57	31580	19	26170
2010-11	76	90115	13	17055
2011 -12	67	106240	15	24465

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

Year	No. of students received assistance	Percentage
2008 -09	489	18.6
2009 -10	492	15.3
2010- 11	879	23.9
2011 -12	615	17.2

5.1.4 What are the specific support services/facilities available for

Students from SC/ST, OBC and economically weaker sections

Remedial coaching was provided to SC/ST/OBC/ and weak students during the year 2009 – 10.

Scholarships: Every student belonging to these categories has a bank account and the scholarships are paid by cheque by the college.

Students with physical disabilities

- There are in all 29 students in the college with physical disability and 25 of them are blind. The support services provided to them are:
 - I- pods and pen drives for the blind
 - 3 sets of computers for the blind
 - Ramp on ground floor
 - Tables and chairs for the blind
 - Coloured tiles used on the stairs

- Freeship for the blind
- Class rooms on the ground floor

Overseas students

There were no overseas students

Students to participate in various competitions/National and International

The college encourages student participation in competitions at National, State, District, University and inter collegiate levels. The participants are provided with travel allowance and they are granted leave for the purpose.

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

The Jivan Jyot Hospital offers medical assistance to the students whenever needed.

Every student of the college is insured under New India Assurance Company Ltd. Group Insurance scheme and also under a Gujarat Government scheme.

Organizing coaching classes for competitive exams

The college conducts coaching classes for NET/SLET and the Post Graduate students and past students are benefitted. The coaching is provided by those who have successfully cleared NET/SLET

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

The Digital Education and Learning Lab trains students in the use of English language – spoken and written.

Support for “slow learners”

The slow learners are identified in the beginning of the programme and special attention is given for their upliftment. They are advised to seek help and guidance from their subject teachers.

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

The students of the commerce faculty are taken for industrial visits Every year. They are taken to the Mumbai Stock Exchange and also to The Reserve Bank of India continuously for the last two years.

Publication of student magazines

The students contribute articles, poems, stories etc. for the college magazine “Shabdhyot”. They do not publish any separate magazine.

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 arranges seminars/ lectures to facilitate entrepreneurial skills among students
- Ms. Falguni Parekh, a past student, participated in the Jagruti Yatra, an initiative of the Jagruti Seva Sansthan which is a charitable organization registered as NGO, working towards skill based development, from 24th December, 12 to 8th January, 2013.

Impact: Surat is a business city with hubs of Textile, Diamond and Zari. Most of the students in the commerce faculty are from business background and a large number of such students have benefitted as they developed entrepreneurial skills in this college and made successful entry into business.

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, from the very beginning, has laid more emphasis on co-curricular and extra-curricular activities. A calendar of activities is prepared before the beginning of every academic year and teachers are assigned the responsibility to execute the activities in the best possible way. The activities include interclass competitions, inter collegiate

competitions, sports activities, NCC and NSS activities. The calendar is published in the college prospectus and every student gets to know about the activities. In addition, a separate booklet is prepared and sent to all colleges to inform them of the inter- collegiate competitions so that their students can participate.

The competitions regularly held in the college are:

- Elocution
- Essay Writing
- Poster Making
- Slogan Writing
- Completion of Poetry
- Drawing
- Short Story Writing
- Mono Acting
- Skit
- Book Review
- Debate
- Poetry Recitation
- Best out of Waste
- Quiz
- Miming
- Mimicry
- Mehendi

The students are reminded of the competitions through notices and general announcements and a number of students come forward to participate.

The regular sports events organized by the college include:

- Volley ball
- Cricket
- Kabaddi
- Power Lifting
- Weight Lifting
- Chess
- Table Tennis
- The participants in cultural, sports, NCC and NSS activities are allowed to appear for additional internal tests, if they fail to appear for

regular tests.

- Uniforms are distributed to sportspersons every year.
- The teachers take extra classes for these students so that they do not suffer any loss.
- Attendance is granted to these students for all the days of activity.
- Debate and Group Discussions are also conducted by the Study Circle of the college.

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 college conducts coaching for NET/SLET since 2011 – 2012. The former students of the college who have qualified in NET/SLET are invited to provide guidance and coaching. The PG students and former students who aim to qualify are benefitted from this coaching.
- The Career Guidance Club also conducts lectures and training for appearing in competitive examinations.
- The college does not have the exact number of students who have qualified in the examinations.

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

- There are 37 classes in all and every class has a class adviser who is supposed to have direct communication with the class to provide information and directions regarding academic, curricular, co – curricular activities, disciplinary instructions, examination schedule. He/she also provides personal counseling where/when necessary.
- The career Guidance Club provides personal counseling to the students seeking better opportunities.

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 an established Career Guidance Club which provides career guidance by conducting seminars, workshops, mock interviews and mock tests.
- **The last four years' activities of the club are summarized below:**

2008 – 2009

Seminars were organized on fields like UPSC, GPSC, GCET, Banking etc. Mock GCET test was organized in the college by PT Education. More than 950 students appeared in this test. A Job fair was organized by Jivan Jyot Trust on 25th February, 2009. Approximately 50 companies like HDFC, Standard Life Insurance, Jet King etc. took part in this event and 6000 students from various colleges participated.

Activities of the Career Guidance Cell during the year 2008 – 2009

No	Date	Topic	Guest Speaker
1.	05-08-2008	Career Presentation	Mr. Maulik Shah TATA AIG Life Insurance Co. Ltd
2.	06-08-2008	Banking	Mr. Rohit Samnani MAX New York Life Insurance
3.	22-08-2008	Airlines, Hotels and Travel Industry	Mr. Mitul Shah Franklin Aviation
4.	25-08-2008	Animation	Mr. Pavan B. Shah Frameboxx
5.	29-08-2008	Personality Development Program	Mr. Gaurav Awasthi Gayatri Parivar
6.	09-09-2008	Career Seminar	Mr. Mazhar Kazi IJT
7.	26-11-2008	Scholarship Test	Mr. Kishan Patel APTECH
8.	27-11-2008	Insurance and Banking	Mr. Upesh Parekh Kotak Life Insurance
9.	08-12-2008	Counselling for MBA	Ms. Sangita Palod PT Education
10.	10-12-2008	Career Information	Mr. Shirish Parekh National Group

11.	18-12-2008	Information on ICWAI Course	Mr. Amish Parmar ICWAI, Surat Chapter
12.	22-12-2008	Professional Courses run by Sir K.P. Commerce College	Prof. U.M. Patel and Prof. S.P. Desai Sir K.P. Commerce College
13.	10-01-2009	A Seminar on IT Skills	Mr. Gaurang Goel

1. Placement services provided to students:

Details of Placement services during the year:

No.	Name of students	Placed at
1	Patel Nishant J.	Future General Life Ins. Co.
2	More Vishal	Accountant J. K. Finance
3	Champaneri Punit	Montel info. Solution Pvt. Ltd.
4	Jenish Mistry	Reliance Communication
5	Sonal Mahida	R. V. Patel College, Amroli

2009 – 2010

Seminars were organized on fields like Graphics, Animation, GCTT, Banking and Insurance. A job fair was organized as part of Swarnim Gujarat employment project on 20th November 2009. 278 students participated in it and 108 of them received job orders. The trust organized TARK 2010 job fair on 5th and 6th of January 2009 and all Third year students participated in it.

Activities of the Career Guidance Cell during the year 2009 – 2010

No	Date	Topic	Guest Speaker
1.	25-08-2009	Airlines, Hotels and Travel Industry	Mr. Mitul Shah Frankfinn Aviation
2.	28-08-2009	Animation	Mr. V.A. Choksi Xplora Design Skool

3.	29-08-2009	Animation	Mr. Pavan B. Shah Frame Boxx
4.	05-10-2009	Teachers' day Best message Competition	ICFAI Flexi Education
5.	20-11-2009	Jobfair	

**1. Placement services provided to students:
Details of Placement services during the year:**

2009-10

No.	Name of students	Placed at
1	Patel Nishant J.	Future General Life Ins. Co.
2	More Vishal	Accountant J. K. Finance
3	Champaneri Punit	Montel info. Solution Pvt. Ltd.
4	Jenish Mistry	Reliance Communication
5	Sonal Mahida	R. V. Patel College, Amroli

2010-2011

Activity	Date
Seminar on Hospitality Management	25 th August,2010
Information on Tourism Industry	4 th August,2010
Seminar on Computer technology	26 th August,2010
Seminar on GCET	28 th August,2010
Seminar on banking	September,2010
Personality Development Program	September,2010
HCL Yuva Pratibha Scholarship exam	28 th August,2010
Intercalss quiz Competition	November,2010
Campus Recruitment Drive by Reliance	December,2010
Seminar on career in fashion Designing	January,2011

2011-12

Activity	Date
Guidance to PG students by Dr. U.T. Desai	17 th July,2011

Information on Career in Airlines, Travel Industry	27 th July,2011
Seminar on GPSc,UPSC	30 th July,2011
Information on Mass Communication	August,2011
Five Day personality Development Program	23 rd -27 th August,2011
Seminar on “ smart Jobs”	30 th August,2011
Seminar on Journalism	September,2011
Seminar on Hospitality Management	5 th September,2011
Best Message Contest	5 th September,2011
Seminar on banking	October,2011
Career Planning Program by LIC	28 th December,2011
Interview Facing Techniques	16 th -17 th January,2012
Guidance for C.A. students	30 th January,2012
Campus Interview by People Pro Trainers	14 th March,2012
Campus Interview by Smart options Private Ltd.	2 nd April,2012

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

The institution has a student grievance redressal cell. Prof. Ajit R Naik is the Chairperson and Prof. Neha V. Upadhyay is the Vice chairperson of the cell.

There were no major grievances during the last four years.

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

There is a functioning sexual harassment cell in the college chaired by Prof. Bindu A. Thakor and assisted by Prof. Ajit R. Naik. The cell organizes talks by judges, advocates and legal advisers on matters related to sexual harassment – sex crimes, clauses and legal punitive measures.

The cell has been established to hear complaints and to take steps depending on the seriousness of the issues.

There has been no complaint of sexual harassment during the last four years.

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?

The institution has an anti ragging committee and an anti ragging squad.

Anti ragging committee

- Dr. Kishorsinh N. Chavda (Chairperson)
- Prof. Ajit R. Naik (Vice Chairperson)
- Prof. Sonal V. Kulkarni
- Prof. Harshad B. Patel

Anti ragging squad

- Dr. Rustom N. Sadri
- Dr. Rujuta C. Gandhi
- Prof. Rudranath D. Jha
- Prof. Bharat D. Patel
- Dr. Rajesh D. Rana
- Prof. Bindu A. Thakor

No instance of ragging has been recorded by the college ever since its establishment.

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

The institution's welfare schemes for students are:

- Earn while Learn Scheme
- Free Thalassemia Test (Compulsory)
- Life Insurance for all (New India Assurance Co. Ltd.)
- Freeship for sportspersons
- Fee concession for the blind students
- I-pods and computers for the blind students
- Wi-fi internet accessibility
- Student Aid Library – books at concessional rates
- Medical check- up at concessional rates
- Video coverage through CC camera
- Job fairs

- INFLIBNET and DELNET for all – Each student has an ID and password
- Soft skill development programmes
- PAN Card, Driving License, Passport campaign
- Career Guidance

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 institution has an Alumni Association and the following teachers handle the activities:

- Dr. Rajesh D. Rana (Chairperson)
- Prof. Bharat D. Patel
- Prof. Bharat N. Patel
- Lt. Punita B. Patel

The activities of the Association are:

- Regular gatherings
- Financial support to college
- Support service on important occasions

The major contribution of the Association is the financial support for the construction of two class rooms (Room No. 33 and 34)

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.

The college is yet to develop a mechanism for recording the actual student progression.

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.

Programme wise pass percentage & Completion Rate:

Course	2008 -09	2009 -10	2010 -11	2011 -12	Completion Rate
B.A. Gujarati	95.88	98.68	94.87	94.12	96
B.A. Economics	97.00	90.22	89.89	90.22	92
B.Com. Eng. Med.	87.14	88.36	75.74	61.40	78
B.Com. Guj. Med.	88.92	79.94	77.94	75.50	81
M.A. English	--	--	97.50	93.83	96
M.A. Gujarati	--	--	96.61	96.67	97
M.A. Economics	--	--	95.59	94.59	95
M.Com. Eng. Med.	--	--	91.36	92.31	92
M.Com. Guj. Med.	78.49	100	70.18	87.84	84

Performance of the college in comparison with the other colleges in the city:

Result : T. Y. B.Com.					
Sr. No	Name of the college	2008-09	2009-10	2010-11	2011-12
	University Average Result	76.83%	66.03%	57.60%	58.50%
1.	J.Z. Shah Arts & H. P. Desai Commerce College, Amroli	88.8%	83.5%	77.4%	71.2%
2.	Navyug Commerce College, Surat.	90.66%	73.13%	73.74%	70.25%
3.	Ambaba Commerce College, Sabargam.	57.35%	57.73%	57.60%	58.50%
4.	Sir K. P. College of Commerce, Surat	95.56%	88.63%	86.20%	85.91%
5.	Vivekanand College of Commerce, Surat	62.16%	50.67%	32.00%	54.55%
6.	J. D. Gabani Commerce College	91.89%	83.28%	85.52%	80.49%
7.	Udhana Citizen Commerce College, (S.F.) Surat	67.41%	65.39%	59.86%	62.18%
8.	Surat Jilla Sahkari Bank Arts & Commerce College, Olpad	60.55%	60.74%	33.33%	2.76%
9.	Akhand Anand Arts & Commerce College	80.57%	66.90%	58.03%	66.79%

10.	Arts & Commerce College, Bardoli	55.83%	65.13%	30.81%	39.88%
11.	Z.F.Wadia Women's College, Surat.	88.35%	84.19%	74.08%	76.31%
12.	SPB English Medium Commerce College, Surat	90.50%	82.79%	84.21%	81.92%
13.	R. V. Patel Commerce College, Amroli	67.96%	63.70%	47.46%	61.46%
14.	Arts Science & Commerce College, Kholwad	60.00%	68.00%	39.00%	36.00%
15.	Sheth C. D. Barfiwala College of Commerce, Surat.	75.00%	47.13%	51.90%	35.02%
16.	Arts & Commerce College, Vyara	82.61%	54.10%	48.18%	41.32%
M.Com.					
Sr. No.	Name of the college	2008 - 09	2009 - 10	2010 - 11	2011-12
	University Average Result	83.35%	85.89%	84.99%	86.81%
1.	J.Z. Shah Arts & H. P. Desai Commerce College, Amroli	78.49%	100%	70.18%	87.84%
2.	Navyug Commerce College, Surat.	89.79%	91.30%	92.00%	98.00%
3.	Arts & Commerce College, Chikhali	--	82.75%	82.75%	100%
4.	Z.F.Wadia Women's College, Surat.	88.35%	89.09%	98.66%	97.29%
5.	Arts & Commerce College, Bardoli	93.33%	91.07%	92.30%	80.48%
6.	Sir K. P. College of Commerce, Surat	98.52%	100%	97.82%	99.06%
7.	Surat Jilla Sahkari Bank Arts & Commerce College, Olpad	--	--	66.66%	58.33%
8.	Sheth C. D. Barfiwala College of Commerce, Surat.	79.54%	79.56%	84.31%	75.80%
9.	SPB English Medium Commerce College, Surat	52.94%	81.25%	62.50%	82.97%
10.	Arts, Science &	--	--	77.00%	86.00%

	Commerce College, Kholwad				
	Result : T. Y. B.A.				
Sr. No.	Name of the college	2008 -09	2009 - 10	2010 - 11	2011 -12
	University Average Result	92.60%	90.09%	89.29%	88.53%
1.	J.Z. Shah Arts & H. P. Desai Commerce College, Amroli	96.46%	94.15%	92.90%	91.84%
2.	Navyug Arts College, Surat.	87.08%	89.01%	78.57%	77.09%
3.	J. B. Dharrukawla Commerce College, Surat.	99.06%	98.84%	98.04%	90.37%
4.	Surat Jilla Sahkari Bank Arts & Commerce College, Olpad	93.72%	89.31%	89.18%	90.64%
5.	Akhand Annand Commerce College, Surat	94.90%	90.84%	86.46%	88.23%
6.	Arts & Commerce College, Bardoli	89.79%	85.30%	84.50%	84.23%
7.	Z.F. Wadia Women's College, Surat.	93.22%	92.68%	92.24%	86.32%
8.	Arts & Commerce College, Chikhali	89.67%	77.77%	65.75%	65.98%
9.	Arts & Commerce College, Vyara	88.41%	87.42%	87.90%	83.77%
10.	MTB Arts College, Surat.	92.42%	94.16%	89.33%	89.58%
11.	Arts, Science & Commerce College, Kholwad	83.00%	82.00%	82.00%	72.30%

	M.A. ENGLISH				
Sr. No.	Name of the college	2008 - 09	2009 - 10	2010 - 11	2011-12
	University Average Result	--	--	93.27%	95.26%

1.	J.Z. Shah Arts & H. P. Desai Commerce College, Amroli	--	--	97.50%	93.83%
2.	Arts & Commerce College, Ankleshwar	--	--	86.00%	85.24%
3.	Z.F.Wadia Women's College, Surat.	--	--	93.27%	96.49%

M.A. GUJARATI					
Sr. No.	Name of the college	2008 - 09	2009 - 10	2010 - 11	2011-12
	University Average Result	--	--	93.27%	95.26%
1.	J.Z. Shah Arts & H. P. Desai Commerce College, Amroli	--	--	96.61%	96.67%
2.	Navyug Arts College, Surat.	95.74%	96.22%	96.49%	94.42%
3.	J.B.Dharukawala Mahila Arts & Gabani Commerce College	--	--	--	100%
4.	Vanaraj Arts & Commerce College Dharampur.	83.01%	90.59%	82.35%	93.84%
5.	Arts & Commerce College, Bardoli	91.98%	96.01%	82.83%	96.77%
6.	Surat Jilla Sahkari Bank Arts & Commerce College, Olpad	--	--	85.45%	94.20%
7.	MTB Arts College, Surat	91.65%	89.39%	97.56%	92.59%
8.	Arts, Science & Commerce College, Kholwad	87.00%	89.00%	66.00%	91.00%
9.	K. K. Arts & Commerce College, Ankleshwar.	--	93.00%	82.14%	86.88%

10	Arts & Commerce College, Vyara	97.32%	96.88%	94.80%	95.65%
M.A. ECONOMICS					
Sr. No.	Name of the college	2008 - 09	2009 - 10	2010 - 11	2011-12
	University Average Result	--	--	93.27%	95.26%
1.	J.Z. Shah Arts & H. P. Desai Commerce College, Amroli	--	--	95.59%	94.59%
2.	Rofel Arts & Commerce College, Vapi	66.00%	85.11%	96.30%	65.00%
3.	K. K. Arts & Commerce College, Ankleshwar.	--	94.44%	71.86%	85.71%
4.	Vanraj Arts & Commerce College, Dharampur	64.71%	71.42%	87.23%	95.55%

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

- The institute runs a career guidance Club and also UDISHA (a Gujarat Govt. initiative). This club keeps a profile of the students interested in jobs and forwards the application if required. The club organizes job fairs to help students gain employability.
- One main objective of the Career Guidance Club is to make the students aware of the various options/ courses after graduation. For that, mock interviews/ aptitude tests are also conducted. Representatives of various agencies are invited to conduct lectures.
- Advertisements of various vacancies are displayed on the notice board and even communication is done through phone/ e-mail.
- Brochures, pamphlets of various courses are shared with the students to enable them to make a choice regarding a course/ job.

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

The students who fail in more than three subjects in the internals are called with their parents. Parents are given guidelines. Also each and every teacher tries to motivate the students. If required those students are taught again in a separate class but that is more of an individual choice. This is not a policy but in general the teachers offer their full support and help them in learning the important topics with ease. They are given practice tasks/ exercises to help them overcome their fears. Teachers counsel and guide these students and give their personal attention to them.

5.3 Student Participation and Activities

- 5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

The sports activities conducted every year are:

- Volley ball
- Cricket
- Kabadi
- Power Lifting
- Weight Lifting
- Chess

Regular Cultural Activities (Inter class and inter collegiate):

- Elocution
- Essay Writing
- Poster Making
- Slogan Writing
- Completion of Poetry
- Drawing
- Short Story Writing
- Mono Acting
- Skit
- Book Review
- Debate

- Poetry Recitation
- Best out of Waste
- Quiz
- Miming
- Mimicry
- Mehandi
- Participation in the university youth festival
- Competitions conducted under Sapta- dhara since 2010 -11

Other Activities

- National Service Scheme
- National Cadet Corps (NCC) for Girls
- Amroli Study Circle
- Gujarati Sahitya Sabha
- Planning Forum
- Sanskrit Sahitya Mandal
- Industrial Tours

Activities Conducted During the Last Four Years

2008 – 09

- Opening ceremony of NSS (26/06/2008)
- Guidelines to students against the disease of thalassemia (11/07/2008)
- Activity of the Grievance Redressal Cell (12/07/2008)
- Cleanliness Drive (12/07/2008)
- Thalassemia Test (14/07/2008 to 15/07/2008)
- Lecture on the occasion of 'World Population Day' - 'Trends on Population growth in India.(15/07/2008)
- Organization of the classes of Co-operation under planning forum committee (16/07/2008)
- Thalassemia test drive for F.Y.B.Com. and F.Y.B.A. students (16/07/2008)
- Interclass elocution competition (17/07/2008).
- 'Know yourself '- CD presentation-Planning Forum (18/07/2008).
- First Blood Donation Camp (18/07/2008).
- Organizing a tour in nearby area for the students of the classes of co-operation (21/07/2008).

- Cleaning of Parking Area (24/07/2008).
- Spiritual Talk by Gayatri Pariwar(26/07/2008)
- Lecture of Ex-Student Gehlot Dilipsinh R. CAPE-2-32nd Rank in India (01/08/2008)
- Orientation programme for the development of oratory skills (02/08/2008).
- Career Presentation (05/08/2008).
- Career guidance by Max New York (06/08/2008).
- Patriotic Song competition (12/08/2008).
- Celebration of Independence day, NCC parade and hoisting of flag (15/08/2008).
- PTA & Alumni Association Meeting (15/08/2008).
- Discussion with T.Y.B.Com. students under the Planning Forum Committee (16/08/2008).
- A lecture by Gayatri Parivar youth group (17/08/2008)
- Started giving assignments and project work to the students (18/08/2008).
- Career guidance by HDFC Bank Ltd (20/08/2008).
- Oath taking ceremony on 'Sadbhavna Day'(21/08/2008).
- Seminar on Quality Improvement (21/08/2008)
- One Day NSS Camp in the University (22/08/2008)
- Career Guidance by Franklin Aviation Academy (22/08/2008).
- Animation Seminar (25/08/2008)
- Live program by Radio Mirchi (27/08/2008)
- Personality Development Discussion (29/08/2008).
- Second Blood Donation Camp (01/09/2008)
- Live Telecast Programme of Swarnim Gujarat (05/09/2008).
- Inter Class Elocution Competition (06/09/2008)
- Free medical camp and distribution of spectacles at concessional rates (07/09/2008).
- Environmental Awareness Programme- NSS (08/09/2008)
- Personality Development Certificate Course (08/09/2008 to 13/09/2008)
- Interclass Elocution & Essay Writing Competition (10/09/2008).

- Election procedure and process (12/09/2008 to 16/09/2008).
- Collection of fund on the occasion of Blind Day (14/09/2008).
- 'Red Ribbon Express' - Visit to Surat Railway Station-Planning Forum & Red Ribbon Club (15/09/2008)
- First Prize Distribution Function (17/09/2008).
- Celebration of NSS Day (18/09/2008).
- Library Books Exhibition (19/09/2008).
- Programme on Filaria Awareness (19/09/2008)
- Celebration of Gandhi Jayanti & International Non Violence Day (02/10/2008).
- Inter-college Elocution Competition (06/10/2008).
- Placement & Seminar ICFAI National College (06/10/2008).
- NSS Camp (15/10/2008 to 24/10/2008).
- Free eye check up camp & distribution of spectacles (19/10/2008).
- Talk and slide show on Filaria (21/10/2008).
- Celebration of "Literary Week" by Gujarati Sahitya Sabha (13/11/2008 to 20/11/2008).
- Scholarship Test by Aptech Computer Education (26/11/2008).
- Career Opportunities - Kotak Life Insurance (27/11/2008).
- Seminar for students on part time jobs (28/11/2008).
- Filaria Day Programme (28/11/2008).
- Celebration of World AIDS Day (01/12/2008).
- 'Enhancing Employability'- A seminar (01/12/2008).
- Fund Raising on 'Sashastra Day' (04/12/2008).
- Third Blood Donation Camp (05/12/2008).
- Inter College Sanskrit Elocution Competition (07/12/2008).
- Seminar by PT Education (08/12/2008).
- National Filaria Day (08/12/2008).
- Seminar by ICICI Prudential & Career guidance-National Group (10/12/2008).
- Sanskrit Books Exhibition (10/12/2008).
- Talk on Quality Sustenance for students (11/12/2008)
- Career Seminar by Max New York Life (12/12/2008).
- Career Information. (12/12/2008)

- Activity of Gujarati Sahitya Sabha(12/12/2008).
- Academic visit by the Planning Forum Committee (12/12/2008).
- Seminar for pursuing MBA - PT Education (15/12/2008).
- Guidance on the share market. (As per the syllabus) (15/12/2008)One day seminar on 'Educational Quality Improvement Program- (16/12/2008)
- Swarnim Gujarat Inter college poetry competition (18/12/2008)
- Career counselling - ICWAI course (18/12/2008).
- Interclass elocution competition (20/12/2008).
- A lecture on De-addiction & moral values (20/12/2008).
- Educational tour for T.Y.B.A. students (21/12/2008).
- Inter college story writing & mono acting competition (22/12/2008).
- Information on professional courses by Sir. K. P. College of Commerce, Surat (22/12/2008).
- Inter school Sanskrit Elocution competition (23/12/2008).
- Inter School Drawing Competition (26/12/2008).
- Musical Morning (27/12/2008).
- Discussion with T.Y.B.Com. students under the Planing Forum Committee (29/12/2008).
- Inter college elocution competition (29/12/2008).
- Inter college drawing & essay writing competition (30/12/2008).
- "Raj Yoga" Camp (30/12/2008 to 08/01/2009).
- Information on Tax Planning & Investment (31/12/2008).
- "Bye-Bye 2008" - Cultural and Literary programme by Gujarati Sahitya Sabha (31/12/2008).
- Interclass Cricket Tournament (02/01/2009 to 12/01/2009).
- Presentation on Health Products (05/01/2009).
- Slogan Contest - Health Care Committee (07/01/2009).
- Workshop to commemorate 'Education Day' (07/01/2009).
- Career guidance seminar for T.Y.B.Com. Students in collaboration with National Group07/01/2009.
- Inter Class Volley Ball Tournament (09/01/2009 to 21/01/2009).
- Celebration of birth anniversary of Swami Vivekanand (09/01/2009).

- Awareness on HIV/AIDS by NSP- Network of Surat People Living with HIV/AIDS (09/01/2009).
- Seminar on career Development in IT skills (10/01/2009).
- Free Eye Check up camp & Celebration of 'Youth Power Day' (12/01/2009).
- Counselling programme for students under the planning forum committee (19/01/2009).
- Blood Donation Camp (20/01/2009).
- College Table Tennis Championship (Single) (22/01/2009).
- College Table Tennis Championship (Double) (23/01/2009 to 24/01/2009)
- College Chess Championship (23/01/2009 to 26/01/2009).
- Celebration of Republic Day, Cultural programme, Flag Hoisting & NCC Parade (26/01/2009).
- PTA & Alumni Association Meeting (26/01/2009).
- Participation of students in the V.N.S.G.U., Surat Youth Festival (29/01/2009 to 31/01/2009).
- Fund Raising For the Cancer Patient Aid Association (05/02/2009).
- Kit Distribution for the children of Diamond workers in collaboration with Manav Seva Sangh (08/02/2009).
- Second Internal Test - 2008-09.(09/02/2009 to 16/02/2009)
- Civil Defense Training Camp (18/02/2009 to 19/02/2009)
- Additional Internal Test 2008-09. (20/02/2009 to 26/02/2009)
- Hosting the Job Fair (25/02/2009).
- Interclass Kabaddi Competition (27/02/2009).
- Annual Prize Distribution Function (05/03/2009).
- Inauguration of Digital English Language Lab (05/03/2009).

2009 – 10

- NSS Swarnim Gujarat Asmita Youth Camp (28th Oct.-03rd Nov.'09)- 87 students participated.
- Hosted the Gujarat Government Job Fair in the Campus (20th Nov.'09)
- Inter class Garba Competition (Garba Day)-(21st Nov.'09)
- AIDS Awareness Week (24th Nov.-30th Nov.09) in collaboration with SMC.

- Third Blood Donation Camp held-(25th Nov.'09) - 97 blood bags collected.
- Fund Raising to commemorate Flag Day-(25th Nov.'09)
- Fund Raising to commemorate Sashastra Day-(27th Nov.'09) Rs. 14024/-collected.
- Celebration of Flower Day-(27th Nov.'09)
- Inter class Rangoli Competition –(30th Nov.'09)
- Celebration of AIDS Day and Interclass Elocution Competition-(1st Dec.'09)
- Inter class Mehandi Competition –(4th Dec.'09)
- Seminar on Travel & Tourism Courses by Kuoni Academy & Career Guidance by National Group–(4th Dec.'09)
- Celebration of Suit & Saree Day-(5th Dec.'09)
- Traffic Awareness Rally –(8th Dec.'09)
- Interclass short story writing competition & Completion of poetry competition- (10th Dec.'09)
- Celebration of Group Day- (12th Dec.'09)
- Workshop on Human Rights and Anti-Ragging Laws by the Judges Shri M.J.Parashar of Small Cause Court and Civil Court Surat and Shri M.M.Mansuri of Add. Small Cause Court - (12th Dec.'09)
- Interclass Volleyball Tournament-(12th Dec.-15th Dec.'09)
- Interclass Elocution Competition-(14th Dec.'09)
- Hosted the Inter college Sanskrit Elocution Competition (16th Dec.'09)
- Visit to a small scale Industry-(18th Jan.'10)
- Hosted the Inter college Poetry Recitation Competition (19th Dec.'09)
- Hosted the Funfair (19th Dec.'09)
- Hosted the Inter school Drawing Competition (21st Dec.'09)
- Hosted the Inter school short story writing Competition (22nd Dec.'09)
- Celebration of Gita Jayanti-2565 students participated in the renderings of Bhagwat Gita-(22nd-23rd Dec.'09)
- Hosted the Inter college Mono acting Competition (24th Dec.'09)
- Hosted the Inter college Elocution Competition (29th Dec.'09)
- Interclass Essay Writing Competition-(30th Dec.'09)
- Hosted the Inter College Drawing Competition-(30th Dec.'09)
- Visit to the Orphanage-(31st Dec.'09)
- Visit to a small scale industry – (2nd Jan. '10)
- Musical Morning-(2nd Jan.'10)

- Farewell function of the M.Com.-II (Guj. Med.)-(4th Jan.'10)
- Job Fair- (5th-6th Jan.'10)
- Interaction of Management with the Students (11th-12th Jan.'10)
- Celebration of Heritage Day-Birth Anniversary of Swami Vivekananda & Lecture on AIDS Awareness-(12th Jan.'10)
- Interclass Cricket Tournament-(12th Jan.- Jan.'10)
- Hosted and Organised the UGC sponsored National Seminar in Sanskrit- (24th-25th Jan.'10)
- Celebration of Republic Day, PTA & Alumni Association Meet- (26th Jan.'10)
- College Table Tennis Championship (Men-Single & Double)-(09th Feb. 2010)
- College Table Tennis Championship (Womens-Single & Double)-(10th Feb. 2010)
- College Chess Championship (10th -13th Feb. 2010)
- Annual Prize Distribution Function- (18th Feb.'10)

2010 – 11

- Swarnim Gujarat Rally and Celebration (1st May2010)
- Anti –malaria Awareness Campaign (29th June'2010)
- Thalassemia test drive (6th-7th July'10)
- Orientation Program on NSS & NCC followed by enrollment of students
- Inaugural Function of the Post Graduate Centre/Courses
- First Blood Donation Camp(14th July'10)-Total 80 Blood bags collected
- Interclass quiz competition (15th July'2010)
- Vaanche Gujarat Abiyaan (24th July.'2010)
- Interclass Mehandi Competition (26th July.'2010)
- One day Seminar on Career Guidance(26th July.'2010)
- Seminar on “ Hospitality Management” by Kyoni Academy (4th Aug.'10)
- Patriotic Song Inter class Competition (14th Aug.'2010)
- Seminar on Anti-ragging Laws (14th Aug.'2010)
- Celebration of Independence Day, flag Hoisting, PTA & Alumni Meeting (15th Aug.'10)
- First Prize Distribution function(18th Aug.'2010)
- Interclass Elocution Competition (21st Aug.'10)

- Interclass Poetry Completion Competition (21st Aug. '10)
- Inter class Short story writing competition (25th Aug.'10)
- Interclass Poetry Recitation Competition (25th Aug. '10)
- Interclass Book Review Competition (25th Aug. '10)
- Seminar by Frankfinn Academy on Aviation , Hospitality & Management (26th Aug. 2009)
- Hosted the Inter college Power lifting, Weight lifting and Best Physique Competition (25th-26th Aug.'10)
- Hosted the Inter-college Poetry completion Competition (27th Aug.'10)
- Book Exhibition (27th-28th Aug. '10)
- Hosted the Interschool Drawing Competition (28th Aug. '10)
- Hosted the Inter-college short story writing Competition (30th Aug.'10)
- Hosted the Interschool Sanskrit Shlok Singing Competition (31st Aug.'10)
- Hosted the Inter- college Mono-acting Competition (1st Sept.'10)
- Inter class Poster-making & Slogan Competition(2nd Sept.'10)
- Hosted the Inter-college Essay writing Competition (3rd Sept.'10)
- Hosted the Inter-college Drawing Competition (4th Sept.'10)
- Teachers' Day Celebration & Best Message Contest (4th Sept.'10)
- Hosted the Inter-college Book Review Competition (6th Sept.'10)
- Hosted the Inter-college Elocution Competition (7th Sept.'10)
- Hosted the Inter-college Elocution Competition on Environment (8th Sept.'10)
- Interclass Essay Writing Competition on Health related issues (10th Sept.'10)
- Hosted the Inter-college Poetry Recitation Competition (13th Sept.'10)
- Hosted the Inter-college Sanskrit Shlok singing Competition (14th Sept.'10)
- Collection of Fund on the Occasion of Blind Day (15th Sept. ')- Rs.16,600/-Raised
- Election of the Students' Council (17th Sept.'10)
- Career Guidance by IIHT (6th Oct.'10)
- Second Blood Donation Camp (19th Oct.'10)
- Lecture By Prof. Vinod N. Patel on "My Favourite Book" (14th Oct.'2010)
- Seminar by NIIT (15th Oct.'2010)

- Career Guidance seminar (16th Oct.'2010)
- Road Rally as part of the Celebration of NSS Day (16th Oct.'2010)
- Inter class Garba Competition- Garba Day (17th Oct.'2010)
- 59 Blood bags collected in the second blood donation camp. (19th Oct.'2010)
- Lecture by eminent scholar Shri Mahadev Desai under Vaanche Gujarat Abhiyaan (21st Oct.'2010)
- Interclass Volleyball Competition (28th to30th Oct.'2010)
- Vaanche Gujarat Abhiyaan-Collective Silent Reading from 9:00am to 10:00am (30th Oct.'2010)
- NSS Camp at Segva Village(25th -31st Oct.'2010)
- Seminar on Case Study (27th Oct.'2010)
- PAN Card Campaign-(25thNov. -2nd Dec.'2010)
- Seminar on Tally Accounting (26th Nov.10)
- Educational Tour to Somnath -(31st Nov.'2010)
- Celebration of AIDS Day and Road Rally-(1st Dec.'2010)
- Celebration of Friendship Day (4th Dec.'2010)
- Career Guidance seminar -(7th Dec.'2010)
- Fund raised on the occasion of 'Sashastra Day'-(7th Dec.'2010) – Rs.15980/-
- College Chess Championship-(7th-9th Dec.'2010)
- Third Blood Donation Camp-(8th Dec.'2010) -70 blood bags collected
- College Table-tennis (Single) Boys Championship-(8th Dec.'2010)
- Interclass Best out of Waste Competition -(9th Dec.'2010)
- College Table-tennis (Doubles) Boys Championship-(10th Dec.'2010)
- Interclass Table-tennis (Single) Girls Championship-(10th Dec.'2010)
- Celebration of Group Day- (11th Dec.'2010)
- Filaria Drive -(11th -14th Dec.'2010)
- Excursion to Saputara- (17th Dec.'2010)
- Celebration of Suit and Saree Day -(18th Dec.'2010)
- Dress Rehearsal for the Youth Festival (20th Dec.'2010)
- Musical Morning-(27th Dec.'10)
- Seminar on Consumer Protection-(28th Dec.'2010)
- Hosted the Inter-college District Level Mono acting competition under the aegis of Swarnim Gujarat- (29th Dec.'2010)
- Free Eye Check up camp (30th Dec.'2010)
- Bye-Bye 2010- (31st Dec.'2010)
- Seminar on Career Guidance for a post graduate degree course in Mass-Communication (5th Jan.'2011)

- Lecture on Terrorism (11th Jan.'2010)
- Celebration of Heritage Day-Birth Anniversary of Swami Vivekananda -(12th Jan.'11)
- Celebration of Kite Day- (13th Jan.'2011)
- Visit to the orphanage- (16th Jan.'2011)
- Visit to Gandhinagar for participation in the Vibrant Gujarat & Quiz Competition -(17th Jan.'2011)
- Personality Development Program for students- (18th Jan.'2011)
- Participation in Decoration competition & Interclass Rangoli Competition -(21st Jan.'2011)
- Farewell function of T.Y. B.Com. students- (24th Jan.'2011)
- Celebration of Republic Day, PTA & Alumni Association Meet & Flag hoisting by Office Superintendent Shri Pradipbhai H. Jain- (26th Jan.'2011)
- Meeting of the Management with the staff-(27th Jan.'2011)
- Hosted the Annual Trekking Camp of NCC (16th Feb.-25th Feb.'2011)
- Hosted the District Level KMP training Programme -(22nd-23rd Feb.'2011)
- Annual Prize Distribution Function- (18th Feb.'2011)

2011 – 12

- Thalassaemia test drive (11th -21st July'11)
- Campus Interview by TCS (16th July'2011)
- Orientation Program on NSS & NCC followed by enrollment of students
- Inaugural Function of the Post Graduate Centre/Courses
- First Blood Donation Camp(18th July'11)-Total 65 Blood bags collected
- Orientation Programme by Shining Precious Academy for courses on Competitive exams(25th July'2011)
- Seminar on Hospitality Management by Frankfinn (26th July'2011)
- Inter class Debate Competition (27th July'2011)
- Inter class Mehandi Competition (30th July'2011)
- Inter class Elocution Competition (30th July'2011)
- First Prize Distribution Function to felicitate Top ten Rankers (1st Aug.'2011)
- Inter class Poetry Completion Competition (2nd Aug.'2011)
- Inter class Short story writing competition (2nd Aug.'2011)
- Inter class Slogan and Poster making Competition (3rd Aug.'2011)

- Inter class Prayer Singing Competition (4th Aug. '2011)
- Civil Defence Training Program (4th Aug. ' to 6th Aug. '2011)
- Hosted the Inter-college Poetry Completion Competition (4th Aug. '11)
- Lecture on Food and Nutrition(4th Aug. '11)
- Hosted the Interschool Drawing Competition (5th Aug. '11)
- Inter class Book Review Competition (5th Aug. '11)
- Inter class drawing competition (7th Aug. '11)
- Hosted the Inter-college short story writing Competition (6th Aug. '11)
- Inter class Poetry Recitation Competition (8th Aug. '11)
- Hosted the Interschool Sanskrit Shlok Singing Competition (8th Aug. '11)
- Hosted the Inter- college Mono-acting Competition (9th Aug. '11)
- Hosted the Inter-college Essay writing Competition (10th Aug. '11)
- Hosted the Inter-college Skit Competition (10th Aug. '11)
- Hosted the Inter-college Drawing Competition (11th Aug. '11)
- Inter class Patriotic song competition (12th Aug. '11)
- Hosted the Inter college Book Review Competition (12th Aug. '11)
- Celebration of Independence Day, Flag Hoisting, PTA & Alumni Meeting
(15th Aug. '11)
- Hosted the Inter-college Elocution Competition (17th Aug. '11)
- Hosted the Inter-college Debate Competition (18th Aug. '11)
- Excursion to Saputara (21st Aug. '11)
- Personality Development Programme in collaboration with Jaycees (23rd-27th Aug. '11)
- Hosted the Inter-college Elocution Competition on Environment (23rd Aug. '11)
- Hosted the Inter-college Poetry Recitation Competition (24th Aug. '11)
- Hosted the Inter-college Poster Making Competition (25th Aug. '11)
- Hosted the Inter-college Best Out of waste Competition (26th Aug. '11)
- Hosted the Inter-college Gujarat Quiz Competition (27th Aug. '11)
- Inter class Sanskrit Shlok Recitation Competition (28th Aug. '11)
- Hosted the Inter-college Product Launching Competition (30th Aug. '11)
- Fund raising for the Blind school (30th Aug. '2011)
- Hosted the Inter-college Mime Competition (2nd Sept. '11)
- Hosted the Inter-college Mehendi Competition (3rd Sept. '11)

- Honourable MP Mrs. Darshanaben Jardosh paid a visit to the campus and gave a grant of Rs. 5 lakh for the computer lab (3rd Sept.'2011)
- Hosted the Inter-college Mimicry Competition (5th Sept.'11)
- Celebration of Teachers' Day(5th Sept.'11)
- Visit to RBI & Stock Exchange (6th Sept.'11)
- Hosted the Inter-college Sanskrit Shlok Recitation Competition (6th Sept.'11)
- Academic & Administrative Audit By Team Higher Education (8th Sept.'11)
- Hosted the District Level Poetry Recitation Competition (13th Sept.'11)
- Hosted the Inter Collegiate Boxing Competition (28th-29th Sept.'11)
- Celebration of Gandhi Jayanti 2nd Oct.- (1st Oct.'2011)
- Farewell function of teaching faculty (4th Oct.'2011)
- Students' Council Election (5th Oct.'11)
- Second Blood Donation Camp(14th Oct.'11)-25 blood bags collected
- Visit of Mr. Anand Bhatt (14th Oct.'11)
- Mock test conducted by PT Tutorials for T.Y. B. Com. Students (14th Oct.'11)
- Garba Day (15th Oct.'11)
- Visit of Mr. Shailesh Thakkar (Joint CEO-SCOPE) (15th Oct.'11)
- NSS Camp (15th-21st Oct.'2011)
- One Minute Show hosted by Doordarshan Girnar ,Ahmedabad (29th Nov.'2011)
- CD Presentation to create AIDS Awareness (30th Nov.'2011)
- Road Rally to Commemorate AIDS Day (1st Dec.'2011)
- Third Blood Donation Camp (2nd Dec.'2011)
- Celebration of Group Day (3rd Dec.'2011)
- Celebration of Friendship Day (7th Dec.'2011)
- Civil Defence Training (8th Dec.-10th Dec.'2011)
- Celebration of Twins Day (8th Dec.'2011)
- Fund Raising to commemorate Sashastra Day (8th Dec.'2011)
- Visit of IGNOU Team for Physical Verification (9th Dec.'2011)
- Celebration of Traditional & Garba Day (10th Dec.'2011)
- Celebration of Western Day (12th Dec.'2011)
- Free Eye Check Up camp & Distribution of spectacles at concessional rates (13th Dec.'2011)
- Career Guidance seminar (14th Dec.'2011)
- Celebration of Social Charity Day (15th Dec.'2011)

- Celebration of Jeev Raksha Day (16th Dec. '2011)
- Celebration of Suit & Saree Day (17th Dec. '2011)
- Matru-Pitra Vandana Programme (18th Dec. '2011)
- Celebration of Kurta & Bandhani Dupatta Day (19th Dec. '2011)
- Celebration of Chocolate Day (21st Dec. '2011)
- Celebration of Teachers' Day (23rd Dec. '2011)
- Seminar by PT Tutorials (23rd Dec. '2011)
- Celebration of Denim Jeans & T-Shirt Day (24th Dec. '2011)
- Excursion to Tithal (25th Dec. '2011)
- Seminar for T.Y.B.Com. students (26th Dec. '2011)
- Celebration of Balloon Day (26th Dec. '2011)
- Celebration of Musical Day (27th Dec. '2011)
- Career Guidance Seminar (28th Dec. '2011)
- Celebration of Black & White Day (28th Dec. '2011)
- Seminar on Law & Legal Matters to create Awareness (29th Dec. '2011)
- Celebration of Compulsory Attendance Day (30th Dec. '2011)
- Good Bye-2011 Celebration (31st Dec. '2011)
- Celebration of Messages Day (3rd Jan. '2012)
- Celebration of Back to School Day (6th Jan. '2012)
- Educational Tour to Gandhinagar to Celebrate Swami Vivekananda's Birth Anniversary & Mashaal Rally in Surat (12th Jan. '2012)s
- Celebration of Kites Day (13th Jan. '2012)
- Workshop on Interview Facing Techniques (16th-17th Jan. '2012)
- Celebration of Cap & Goggles Day (16th Jan. '2012)
- Hosted the District Level Mono-acting, Miming, Mimicry Inter College District Level
- Competition held under the aegis of Saptdhara (17th Jan. '2012)
- Career Guidance Seminar on " Scope in Commerce" (18th Jan. '2012)
- Farewell function of M.A. English Students (20th Jan. '2012)
- Hosted the Gujarat State Principals' Association Meet (22nd Jan. '2012)
- Job Fair in collaboration with the Jivan Jyot Trust (23rd-24th Jan. '2012)
- College Table Tennis Championship(Singles) (23rd Jan. '2012)
- College Table Tennis Championship (Doubles) (24th Jan. '2012)
- Orientation Program for starting Coaching Classes of NET/SET (24th Jan. '2012)
- College Chess Championship (25th Jan.-27th Jan. '2012)

- Celebration of Republic Day, PTA & Alumni Meet (26th Jan.'2012)
- Celebration of Formal Day (27th Jan.'2012)
- Program by the Study Circle (27th Jan.'2012)
- Inter-class Volleyball Competition (28th Jan.- 30th Jan '2012)
- Seminar on Civil Services exam (30th Jan.'2012)

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.

Major Student Achievements

2008 – 09

National /International Recognition

A girl of S.Y. B. Com. Ms. Hardvee Patel represented the college and participated in the World Dart's Federation Open Championship held in Singapore and got the 5th Rank & a boy Mr Bipin C. Lunagaria of F.Y. B. A. made the college proud by participating in the Blind National Cricket Tournament held in New Delhi.

Sports & Gymkhana Activities

The college participated in various inter collegiate tournaments like Kabbadi, Volleyball, Power lifting & Best Physique, Weight lifting, Athletics, Cricket, Chess, Table Tennis, Swimming, Wrestling & Boxing. The most commendable achievement was of Mr. Sagar M. Jariwala of T.Y. B. Com who won a gold medal in Power lifting & Best Physique & Mr. Diptesh D. Shastri of T. Y. B. Com who won a silver medal Both these students also won a silver medal in Weight lifting. Ms. Nilam D. Kamani of F. Y. B. A. won the Bronze medal in the event of Shot put.

Cultural Activities

Ms. Nilam Mistry won the third prize and she also won the consolation prize in the University youth festival. In all 30 students participated in the Youth Festival.

NCC

The NCC unit (Under the 6 Gujarat Girls BN NCC, Surat) participated in various CATC camps at Baroda & Surat. Ms. Rima Saxena of T. Y. B.Com. won a gold medal for Ceremonial Guard and also got the 1st prize in Debate & Solo Dance Competition. Ms. Monali Mukherjee of F. Y. B. Com. Won the 1st prize in Solo Song Competition, Debate Competition and Flag Area Competition and the Cadets stood 2nd in the Group Dance Competition in the various camps.

Sanskrit Sahitya Sabha

Since Sanskrit is the mother of all languages, the college tries to promote it by organizing an inter college Elocution Competition in Sanskrit. 28 students participated from various colleges of South Gujarat and Ms. Komal Ramanandi of the host college won the 1st prize.

Literary and Debating Activities

The college won the Shield in the Competition held at Shri P. H. Umrao Arts & Commerce College and Mr. Shailesh Joshi of M. Com won the first prize & Mr. Mayurkumar Amreliya of M.Com. won the third prize. In an inter college elocution competition held in the college, Ms. Mistry Nilam won the second prize. Mr. Shailesh Joshi of M. Com. won the first prize in an inter college elocution competition held at J. B. Darukawala Mahila Arts College, Surat. Mr. Chintan Mehta of F. Y. B.Com. won the third prize at Navyug Arts College, Surat. Ms. Sweety Chauhan of F.Y. B.Com. won a consolation Prize in the competition held at Shri Vanraj arts & Commerce College, Dharampur. Mr. Chintan Mehta of F.Y. B.Com. won the first prize & Mr. Niraj Kansara of F. Y. B. Com. won the second prize at Shri M.R. Desai Arts & Commerce College, Chikli.

2009 – 10

Dual National Honour:

- **Ms. Hardvee Patel** of T.Y.B.Com. participated in the National Ranking *Dart Championship* held in Guahati-Assam from 15th-16th June '2009 and stood 2nd in the tournament. She is 4th in the national ranking.

- Apart from this she also participated in the 7th National Darts Championship organized by Rajasthan Darts Association at Jaipur on 10th-11th July'2009 and stood First and won the Championship.
- **Honour in Sports: Mr. Diptesh D. Shastri** of M.Com.-I won a **Gold Medal** in the 120 kg weight category in the Inter Collegiate Wrestling Tournament held at NLCPAS, Eru-Charrasta, Navsari on 29th September'2009

Mr. Nilesh D. Makadia of S.Y. B.Com. VI won a **Silver Medal** in the 69kg weight group and lifted 110 kg in the Gujarat State Junior Weight Lifting Tournament held at Dinshaw Daboo Law College, Navsari on 26th-27th September'2009
- **Literary Honour: Ms. Honey B. Desai** of T.Y.B.A. won the first prize in the Inter-college *Essay Writing* Competition held at M.T. B. Arts College, Surat .
- **NCC Cadets Shine:** In the Annual Trekking Camp of the state held at Baroda (31-07-2009 to 09-08-2009) the Amroli college NCC girl cadets outshined with their performance in various events and in all won 2 gold medals ,1 bronze medal and 7 prizes :

Name of the Events	Name of the Winners
Drill Competition	Ms. Monali Mukherjee & Platoon-1 st Prize
Solo Song Competition	Ms. Monali Mukherjee & Platoon-2nd Prize
Platoon Commander	Ms. Monali Mukherjee –Bronze Medal
Group Song	Ms. Monali Mukherjee –2 nd Prize
Solo Dance	Ms. Sweety Chauhan-2 nd Prize
Public Speaking	Ms. Sweety Chauhan-2 nd Prize

Poster Making	Ms. Priyanka Gadhiya & Group-2 nd Prize
KhoKho	Ms. Hetal Javiya & group-2 nd Prize
Quarter Guard	Ms.Chetana Prajapati-Gold Medal
	Ms. Hetal Khambayata-Gold Medal

Inter-Collegiate Accomplishments in Extra-curricular & Co-curricular Activities

- **National Honour for NCC Girl Cadets:**

Ms. Monali Mukherjee of S.Y.B.Com.-VI won a trophy in the solo song competition held at the National Integration Camp of NCC from 4th Nov. to 14th Nov.'09, Bharatpur, Rajasthan.

Ms. Priti Sheta of F.Y. B.com. –IV -479 selected for the Special National Integration Camp to be held in Port Blair (Andaman & Nicobar Islands) from 20th Feb.'2010 to 3rd March'2010 . She is among the five girls selected to represent the Gujarat State at the National Level and is the first NCC girl Cadet of the institute to receive such an honour.

- **Honour in Sports:**

Mr. Jimmy N. Italia of T.Y.B.Com.-VI won a **Silver Medal** in the 60-65 kg weight category in the Gujarat State Body Building Championship-2009 held at Vadodara on 4th October'2009.

Mr. Ranjeet R. Patel of S.Y. B.A.-I won a **Silver Medal** in the 51-54 kg weight group in the Inter college Boxing Tournament organized by Saraswati Hindi Mahavidyalaya, Piplod-Surat at Veer Narmad South Gujarat University, Surat on 13th &14th October'2009.

Mr. Nilesh D. Makadia of S.Y.B.Com.-VI won a **Silver Medal** in the Inter College Weight Lifting Tournament and **Bronze Medal** in the Inter College Power Lifting Tournament held at Naran Lala College of Commerce and Management, Eru-Navsari on 7th-8th Dec.'09.

Mr. Diptesh D. Shastri of M.Com.(Eng.Med.) won a **Silver Medal** in the Inter

College Power Lifting Tournament and **Bronze Medal** in the Inter College Weight Lifting Tournament held at Naran Lala College of Commerce and Management, Eru- Navsari on 7th-8th Dec.'09.

Mr. Sanal M. Nair of T.Y.B.Com.-V won a **Bronze Medal** in the Inter College Weight Lifting Tournament held at Naran Lala College of Commerce and Management, Eru-Navsari on 7th-8th Dec.'09.

Mr. Kaizad N. Wadia of S.Y.B.Com.-VI won a **Bronze Medal** in the Inter College Power Lifting Tournament held at Naran Lala College of Commerce and Management, Eru-Navsari on 7th-8th Dec.'09.

Mr. Harsh R. Maru of T.Y.B.Com.-III won a **Bronze Medal** in the Inter College Weight Lifting Tournament and a **Silver Medal** in the Inter College Power lifting Tournament held at Naran Lala College of Commerce and Management, Eru-Navsari on 7th-8th Dec.'09.

Mr. Bhavesh H. Solanki of T.Y.B.A.-I won a **Bronze Medal** in the Inter College Power Lifting Tournament held at Naran Lala College of Commerce and Management, Eru-Navsari on 7th-8th Dec.'09

Mr. Krunal P. Sakariya of T.Y.B.Com.-II won a **Bronze Medal** in the Inter College Power Lifting Tournament held at Naran Lala College of Commerce and Management, Eru-Navsari on 7th-8th Dec.'09.

Mr. Ranjit R. Patel of S.Y.B.A.-I won a **Silver Medal** in the Inter College Boxing Tournament held at VNSGU, Surat on 13th-14th Oct.'09.

Ms. Nilam D. Kamani of S.Y.B.A.-I won a **Silver Medal** in the event of Shot Put at Veer Narmad South Gujarat University Athletic Meet held from 8th to 10th Jan.'2010 and she also got the **First Prize** in Shot Put in the Swarnim Gujarat Inter College Athletic Competition organized by Navyug Science College, Surat on 20th Jan.'2010.

Ms. Nancy M. Tiwari of F.Y.B.Com.-VI won the **Third Prize** in the 100 Meters Run in the Swarnim Gujarat Inter College Athletic Competition organized by Navyug Science College, Surat on 20th Jan.'10.

Mr. Ajay N. Lakum of M.Com (Eng. Med.) won the **Second Prize** in “RUN FOR SURAT ” Marathon Race organized by Surat Municipal Corporation, Surat on 31st Jan. '2010.

- **Inter University Event**

Ms. Harshini K. Patel of M.Com.(Eng.Med.) represented Veer Narmad South Gujarat University, Surat Basketball Team in West-South Zone Intervarsity played at Mahatma Gandhi University, Kottayam, Kerala.

- **Literary Honour:**

It was a proud moment for the institute as in all **Sixteen individual prizes in literary activities and four shields** were won by the students.

- **State Level Recognition :**

Mr. Viral Rawal of F.Y. B.Com. VI-810 won the **gold medal** in the Debate Competition held as part of the Gujarat Saptdhara Utsav organized In Vidyanagar, Gujarat on 30th Jan. '2010.

Mr. Shailesh Joshi of M.Com.-I-17 won the following prizes:

- **First prize** in the Inter College Debate Competition held at Shri Purushottam Haribhai Umrao College of Arts & Commerce on 4th Dec. '2009.
- **First prize** in the debate competition held at V.T. Chowksi Sarvajanic College of Education, Surat on 22nd Dec. '2009 and
- **First Prize** in the Intercollege Elocution Competition held at Arts & commerce College, Amroli on 29th Dec. '2009
- **Second Prize** in the Intercollege Elocution Competition held at Vanraj Arts & commerce College, Dharampur on 13th Jan. '2010

Mr. Niraj Kansara of S.Y. B.Com.- V -632 won the third prize in the Inter College Debate Competition held at Shri Purushottam haribhai Umrao College of Arts & Commerce on 4th Dec.2009.

Ms. Nayna Ghadia of T.Y.B.Com.-IV -444 won the third prize in the Intercollege elocution competition held at Z. F. Wadia Women's College, Surat on 24th Dec.2009.

Mr. Mittal Rupavatiya of M.A.-I-647 won the second prize in the inter-

college short story writing competition held at Arts & commerce College, Amroli on 22nd Dec.'09

Mr. Viral Raval of F.Y.B.Com VI-810 won the first prize in Inter-college Elocution Competition held at Shardayatan school on 12th Jan.'10.

Ms. Komal Ramanandi of T.Y.B.A.-(Roll no.28) won the first Prize in the Inter collegiate Sanskrit Elocution Competition held at Arts & Commerce College, Amroli- Surat on 17th Dec.'09.

Ms. Sonal Jobanputra of M.A. (Sanskrit)-Roll No. 802 won the third prize in the inter collegiate Sanskrit Elocution Competition held at Arts & Commerce College, Amroli-Surat on 17th Dec.'09.

Mr. Rakesh Dabhi of M. A.-I (Gujarati)-608 won the second prize in Inter college short story writing competition held at Navyug Arts College, Surat on 21st Dec.'09.

Ms. Nilam Mistry of T.Y. B. A. (Gujarati) - 11

- Third prize in the Gujarati Talent Hunt Competition held at Navyug Arts College, Surat on 29th Dec.'09.
- Second Prize in the Inter college Mono acting Competition- held at Olpad College, Surat.

Ms. Sweety Chauhan of S.Y. B.Com. V -571 won the first prize in an Inter- College Elocution Competition held at Navyug Arts College, Surat on 20th Jan.2010.

Mr. Rahul Nai of T.Y.B.Com.-I-127 won the second prize in the Intercollegiate Essay writing Competition organized jointly by VNNGU, Surat & Arts & Commerce College – Amroli on the topic *Poverty in Gujarat and Human Development*.

The College won FOUR Champions Shield in the *Inter College Debate / Elocution Competitions*:

- The **First Shield** was won at Shri Purushottam Haribhai Umrao College of Arts & Commerce , Surat on 4th Dec.'2009(Mr. Shailesh Joshi –M.Com.-I& Mr. Niraj Kansara-S.Y.B.Com.-V).

- The **Second Shield** was won at the Inter college Debate Competition held at Sarvajanic College of Education, Surat on 22nd Dec.'09(Mr. Shailesh Joshi-M.Com-I & Mr. Viral Raval- F.Y. B.Com.-VI).
- The **Third trophy** was lifted at the Inter College Elocution Competition held at Arts & Commerce College, Amroli-Surat on 29th Dec.'09- (Mr. Shailesh Joshi-M.Com.-I & Ms. Sweety Chauhan-S.Y.B.Com.-V).
- The **Fourth Rotating Trophy** was lifted at the Inter College Elocution Competition held at Vanraj Arts & Commerce College, Dharampur on 13th Dec.'09- (Mr. Shailesh Joshi-M.Com.-I & Mr. Niraj Kansara-S.Y.B.Com.-V).

- **Creative Strokes:**

Mr. Manish Paliwal of S.Y.B.Com.-V won:

- Fourth prize in the Inter-college Poster making Competition held at B.Sc. Medical Technology College, Amroli-Surat on 29th Dec.'09
- First prize in the Inter college poster making competition held at B.K. Jhaveri High School, Bharuch on 28th Jan.'10

Mr. Hussain Lokhandwala of T.Y. B.Com.-V won the first prize in the drawing competition on the district level at Commerce College Olpad on 25th Jan.'10.

- **NCC Cadets Shine:**

In the Combined Annual Training Camp of the 6 Guj. Girls BL held at Mandvi (22Oct.'09-31st Nov.'09) the Amroli college NCC girl cadets outshined with their performance in various events and in all won 2 gold medals and 4 prizes:

Name of the Events	Name of the Winners
Quarter Guard	Ms. Vasanti Rathod –Gold Medal
Quarter Guard	Ms.Priti Seta –Gold Medal
Solo Dance	Ms. Payal Mistry -1 st Rank
Drill Competition	Ms. Chetana Prajapati & Group-1 st Rank
Volley Ball	Ms. Rashmi Vagh & Group-1 st Rank

Poster Making	Ms. Asmita & Group-3 rd Rank
Camp Quarter Master	Ms. Chetana Prajapati
Platoon Second Senior	Ms. Chaitali Panchal

2010 -11

Mr. Kaizad Wadia of T.Y.B.Com.-V won a **Gold Medal** in the 85 kg weight category in the Inter Collegiate Weight lifting Tournament , a **Silver medal** in the Power Lifting Tournamen in the 82.5 kg category and a **Gold medal** in the Best Physique competition in the 80 kg category held at J.Z.Shah Arts & H. P. Desai Commerce College-Amroli-Surat on 25th-26th August'2010.

Mr. Sharad Nayani of F.Y.B.Com.-III won a **Gold Medal** in the 64-69 Kg. category in the Veer Narmad South Gujarat University Inter Collegiate Boxing Tournament held at University Indoor Sports Complex on 3rd - 4th September,2010.

In addition to this, Mr. Sharad S. Nayani was selected in the Veer Narmad South Gujarat University Boxing team for the Inter University Boxing Tournament to be held at Mohanlal Sukhadiya University, Udaipur (Rajasthan) in the second week of November,2010.

Mr. Amit Dabhi of F.Y.B.Com. – III won a **Bronze Medal** in the 52-56 kg. category in the Veer Narmad South Gujarat University Inter Collegiate Boxing Tournament held at University Indoor Sports Complex on 3rd - 4th September,2010.

• Literary Honour:

Mr. Sujesh K.S. of F.Y.B.Com.IV-643 and **Ms. Pashmina P.Chevli** of F.Y. B.ComIV.-540 won the **first prize** in the Inter-college Quiz Competition held at J. Z. Shah Arts & H.P. Desai Commerce College, Amroli- Surat on 15th July'2010 under the Swarnim Gujarat Celebration.

Mr. Sandip Kakadia of F.Y.B.Com.IV-602 and **Ms. Arzoo Chandwani.** of F.Y. B.Com.IV-538 won the **Second prize** in the Inter-college Quiz Competition held at J. Z. Shah Arts & H.P. Desai Commerce College, Amroli- Surat on 15th July'2010 under the Swarnim Gujarat Celebration.

Mr. Viral Raval of S.Y. B.Com.- V won the **second prize** in the Intercollege Elocution Competition held at J.Z. Shah Arts & H.P. Desai

Commerce College, Amroli on 7th Sept.'2010.

Mr. Niraj Kansara of T.Y.B.Com.-IV won the **third prize** in the Intercollege Elocution Competition held at J.Z. Shah Arts & H.P. Desai Commerce College, Amroli on 7th Sept.'2010.

The college won the Winners' Trophy (Viral Raval-S.Y. B.Com.-V & Niraj Kansara-T.Y. B.com.-IV) in the Inter-college Elocution Competition held at J.Z. Shah Arts & H.P. Desai Commerce College, Amroli-Surat on 7th Sept.'2010.

Ms. Mittal Rupavatiya of M.A.-II (Gujarati) won the **third prize** in the Inter-college short story writing competition held on 30th Aug.'2010 at J.Z.Shah Arts & H.P.Desai Commerce College Amroli-Surat.

Ms. Nilam Mistry of M.A.-I (Gujarati) won the **Second prize** in the Inter-college Poetry Recitation competition held on 13 Sept.'2010 at J.Z.Shah Arts & H.P.Desai Commerce College Amroli-Surat.

Ms. Komal Ramanandi of M.A.-I (Gujarati) won the **First Prize** in the Inter-college Sanskrit Shlok Recital Competition held at J.Z. Shah Arts & H.P. Desai Commerce College, Amroli on 14th Sept.'2010.

Ms. Sonal Jobanputra of M.A.-I (Gujarati) won the **Second Prize** in the Inter-college Sanskrit Shlok Recital Competition held at J.Z. Shah Arts & H.P. Desai Commerce College, Amroli on 14th Sept.'2010.

Cultural Accomplishments:

The College won the Rotating Shield in the Intercollegiate Mono-acting Competition held at J. Z. Shah Arts & H. P. Desai Commerce College, Amroli-Surat on 1st September'2010.

Ms. Nilam Mistry of M.A.-I(Gujarati) -1426 won the **second prize** in the Intercollegiate Mono-acting Competition held at J. Z. Shah Arts & H. P. Desai Commerce College, Amroli- Surat on 1st September'2010.

Mr. Niraj Kansara of T.Y.B.Com.-IV-623 won the **third prize** in the Intercollegiate Mono-acting Competition held at J. Z. Shah Arts & H. P. Desai Commerce College, Amroli-Surat on 1st September'2010.

• NCC Cadets Shine:

In the Annual Trekking Camp of the state held at Baroda (2nd Aug.-11th Aug.10) the Amroli college NCC girl cadets outshined with their performance in various events and in all won 3 gold medals , 5 Silver medals and 5 prizes:

Name of the Events	Name of the Winners
Drill Competition	Ms. Priti Sheta & group-1 st Prize
Debate Competition	Ms. Vaishali Rathod & Ms. Vasanti Rathod - 1 st Prize
Table Drill	Ms. Rekha Parmar – Silver Medal
	Ms. Sejal Limbachiya – Silver Medal
Group Discussion	Ms. Vaishali Rathod & Ms. Vasanti Rathod – 2 nd Prize
Platoon Commander	Ms. Priti Sheta- Silver Medal
Piloting	Ms. Asha Gohil-Silver Medal
Line Area	Ms. Priti Sheta & Group-2 nd Prize
Drawing Competition	Ms. Sejal Limbachiya - Silver Medal
Guard of Honour	Ms.Priti Sheta-Gold Medal
	Ms. Vasanti Rathod -Gold Medal
	Ms. Dharmistha Sorathiya – Gold Medal
Tug of War	Ms. Priti Sheta & Group-1 st Prize

Ms. Nilam D. Kamnani of T.Y.B.A.-II won **Three Gold medals** in all in the Amroli- Zone-Surat City Khel Mela Khumb in Athletics held on 30th Nov.'2010. She won the **Gold medal** in Shot put, Long Jump and High jump.

Ms. Nilam D. Kamnani of T.Y.B.A.-II won **Three medals** in all in the Surat City Khel Mela Khumb in Athletics held on 4th Dec.'2010.

- Honour of winning the **gold medal** and a **cash prize of Rs.5000/-** in Shot put .
- Won a **bronze medal** and a **cash prize of Rs.2000/-** in High Jump.
- Did the college proud by being the **Champion in Kabbadi team and winning a cash prize of Rs.3000/-**

Mr. Shard B. Khunt of T.Y. B.Com.-IV represented Surat city in the Kabbadi team at Jamnagar in the State level Khel Maha Khumb held on 10th-12th Dec.'2010.

Ms. Nilam D. Kamnani of T.Y.B.A.-II participated in the State level Khel Maha Khumb in the event of Shotput at Vadodara on 10th-12th Dec.'2010.

Mr. Kaizad N. Wadia of T.Y. B.Com.-V won a **Bronze medal** in the event of Discus throw in the 38th VNSGU, Surat Athletics Meet held on 23rd-25th Dec.'2010.

Ms. Nilam D. Kamnani of T.Y.B.A.-II won a **Bronze medal** in the event of Shot Put in the 38th VNSGU, Surat Athletics Meet held on 23rd-25th Dec.'2010.

State Level Recognition :

Mr. Kaizad N. Wadia of T.Y. B.Com.-V won a **Bronze medal** in the State level Power lifting (Junior) competition in the 82.5 kg category and lifted 357.5 kg held on 9th Jan.'2011 at Maninagar, Ahmedabad.

Mr. Nilesh D. Makadiya of T.Y. B.Com.-IV won a **Silver medal** in the State level Power lifting (Junior) competition in the 75 kg category and lifted 340 kg held on 9th Jan.'2011 at Maninagar, Ahmedabad.

• **Literary Honour:**

Mr. Niraj Kansara of T.Y. B.Com.-IV participated in the Inter-college elocution competition held in Shardayatan school as a part of the Swami Vivekanand Mahotsav on 11th Dec.'2010 and won the **First prize** and a **Shield** .

Mr. Niraj Kansara of T.Y. B.Com.-IV won the **Second Prize** in the Inter-college elocution competition held in Vanraj Arts & Commerce College , Dharampur Shardayatan on 8th Jan.'2011.

Mr. Niraj Kansara of T.Y. B.Com.-IV also won the **Second Prize in the Inter-college District Level** elocution competition held in Z.F. Wadia Women's College & N.K. Jhota College of Commerce, Surat under the aegis of Swarnim Gujarat on 27th Dec.'2010 and won the **First prize in Inter-college Zonal Level** elocution competition held in K. B. S. Commerce & Natraj Professional Science College, Vapi under the aegis of Swarnim Gujarat on 10th Jan.'2011.

The team of Ms. Krishna J. Patel of S.Y. B.Com.-VI and **Mr. Sunil A. Pogul** of S.Y. B.Com.-VI won the **First Prize** and a **cash award of Rs. 500/-** in the Inter-college Quiz Competition held in Z.F. Wadia Women's College & N.K. Jhota College of Commerce, Surat under the aegis of Swarnim Gujarat on 29th Dec.'2010. This team also qualified at the cluster level inter-college quiz competition held at J. Z. Shah Arts &H.P. Desai Commerce College, Amroli-Surat on 17th Jan.'2011.

Ms. Priti K. Shukla of M.A.-I (Sem.-II)-English won the **Second Prize & a cash award of Rs. 500/-** in the Inter-college elocution competition held in Shri J.B. Dharukawala Mahila Arts College, Surat held under the aegis of Swarnim Gujarat on 5th Jan.'2011.

Ms. Jagruti V. Patel of S.Y. B.A.-II (Economics) won the **Second Prize & a cash award of Rs. 151/-** in the Inter-college essay writing competition held at S. R. N. Mahila Arts College, Valia, Bharuch in Jan.'2011.

Cultural Accomplishments:

Laurels in the Saptadhara Mahotsav

STATE LEVEL RECOGNITION

Ms. Arohi Sumesara of M.Com.-I won the **Second Prize in the State level Classical Dance competition** held in VNSGU, Surat on 24th Jan.'2011.

Mr. Niraj Kansara of T.Y. B.Com.-IV won the **Second Prize in the State Level Mono acting competition** held in VNSGU, Surat on 24th Jan.'2011.

Ms. Arohi Sumesara of M.Com.-I won the **Second Prize** in the Inter-college Swarnim Gujarat Surat District **Classical Dance Competition** held in D.R. Patel & R.B. Patel Commerce College, Surat on 28th Dec.'2010 . She also won the **First Prize in the Inter- college Zonal level Classical Dance competition** held at Gandhi Vidyapeeth, At. & Po. Vedchi on 9th Jan.'2011.

Mr. Niraj Kansara of T.Y. B.Com.-IV won the **Second Prize in the Inter-college District Level Mono acting competition** held in J.Z.ShahArts & H.P. Desai Commerce College,Amroli- Surat under the aegis of Swarnim Gujarat on 29th Dec.'2010. He also won the **First prize in the Inter-college Zonal Level Mono-acting Competition** held in J.Z. Shah Arts & H.P. Desai Commerce College, Amroli-Surat under the aegis of Swarnim Gujarat on 10th Jan.'2011 .

- **NCC Cadets Shine:**

National Honour :

Ms. Bharati Pradhan of F.Y.B.Com.-IX (Women's Afternoon additional Classes) did the institute an immense honour by becoming the first NCC girl cadet to be selected for the Personality Development Course to be held in Gwalior. She represented Gujarat state & 6 Gujarat Girls BN NCC, Surat. She successfully completed the course held from 5th Jan.' to 15th Jan.'2011.

2011-12

Ms. Nilam D. Kamnani of M.A. -I -Economics-Sem.I won the **Second Prize** in the Inter Collegiate Physical Fitness Competition held at Sheth P.T. Mahila College of Arts& Home Science, Surat on 6th- 7th September'2011 under the aegis of Khelkud Dhara and SaptDhara.

Mr. Dipendrapratap D. Singh of S.Y.B.Com. -III -416 played in the Inter College Pistol Shooting Tournament at V.S.Patel College of Arts & Science, Bilimora and won **Gold Medal** in Pistol Shooting and has also been **Selected in V.N.S.G.Uni Shooting Team** and participated in the

All India Inter University Tournament be held at Jivaji university,GWALIOR (Madhya Pradesh).

Ms. Priti K. Sheta of T. Y.B.Com-III- 365 played in the Inter College Archery Tournament held at V.S.Patel College of Arts & Science, Bilimora and stood **First** in 30 Meters Archery and was also **selected in the V.N.S.G.Uni. Archery Team** and participated in the All India Inter University Tournament be held at Punjabi University, Patiala (Punjab).

Ms. Bhavisha K. Maisuriya of T.Y.B.Com.-II-185, **Ms. Vaishali R. Rathod**- T.Y.B.Com-III – 326, **Ms. Vasanti M. Rathod** of T.Y.B.Com-III-364 played to their best and were members of the Champion Team in Inter College Archery.

In the **Inter College Boxing Tournament** played at J.Z.shah Arts & H.P.Desai Commerce College, Amroli on 28th-29th Sept.'2011,the following pugilists won the medals:

Mr. Sharad S. Nayani * **Silver Medal** in 64-69 Kg. Group
S.Y.B.Com-II-191

Mr. Amit B. Dabhi * **Silver Medal** in 51-54 Kg. Group
S.Y.B.Com-I-33

Mr. Dipendrapratap D. Singh * **Bronze Medal** in 54-57 Kg. Gr.
S.Y.B.Com.-III-416

Mr. Akash S.Patel * **Bronze Medal** in 69-75 Kg. Group
F.Y.B.Com- IV-561

- In the **District Kabaddi Mahila Open Tournament** the following girls won:

Ms. Nilam D. Kamani (M.A. –I-Sem.I Eco-1516),winner in district tournament, represented Surat District in State Mahila Open Kabaddi Tournament at Savarkundala ,Dist : Amreli.

Ms. Mansi R.. Kansara (S.Y.B.Com), winner in district tournament represented Surat District in State Mahila Open Kabaddi Tournament at Savarkundala ,Dist : Amreli.

- In the **District Athletic Mahila Open Tournament** the following girls won:

Ms. Nilam D. Kamani (M.A.- I –Sem.I Eco – 1516)

- **First** Place in Shotput
- **Second** in Long Jump
- **Third** in High Jump
- Represented Surat District in State Mahila Open Athletics Tournament at Gandhinagar.

Ms. Neeta M.Variya (M.Com Sem.- I G.M.)

- Team Member of Veer Narmad South Gujarat University Kabaddi in West Zone Inter University Tournament played at Jalgaon (Maharashtra).
- **Literary Honour:**

Ms. Divya B. Chauhan won the **Second prize** in the Inter-college Poetry Completion Competition held at J. Z. Shah Arts & H.P. Desai Commerce College, Amroli- Surat on 4th August'2011 under the aegis of Double Decade Celebration & Saptadhara.

Mr. Shoban G. Nathani won the **Second prize** in the Inter-college Essay Writing Competition held at J. Z. Shah Arts & H.P. Desai Commerce College, Amroli- Surat on 10th August'2011 under the aegis of Double Decade Celebration & Saptadhara.

Ms. Jagruti Patel of T.Y.B.A. won the **Third prize** in the Inter-college Essay Writing Competition held at J. Z. Shah Arts & H.P. Desai Commerce College, Amroli- Surat on 10th August'2011 under the aegis of Double Decade Celebration & Saptadhara.

Mr. Viral Rawal of S.Y.B.Com. won the **First prize** in the Inter-college Book Review Competition held at J. Z. Shah Arts & H.P. Desai Commerce College, Amroli- Surat on 12th August'2011 under the aegis of Double Decade Celebration & Saptadhara. He also won the **Third prize** in the Inter-college Elocution Competition held at J.Z. Shah Arts & H.P. Desai Commerce College, Amroli- Surat on 17th August'2011 under the aegis of Double Decade Celebration & Saptadhara.

The college team of **Ms. Priti Shukla of M.A.-II-Sem.-III (English)** and **Mr. Viral Rawal of S.Y.B.Com. lifted the Rotating trophy** in the Inter-college Elocution Competition held at J. Z. Shah Arts & H.P. Desai Commerce College, Amroli- Surat on 17th August'2011 under the aegis of Double Decade Celebration & Saptadhara.

Mr. Viral Rawal of S.Y.B.Com. won the **First prize** in the Inter-college Debate Competition held at J. Z. Shah Arts & H.P. Desai Commerce College, Amroli- Surat on 18th August'2011 under the aegis of Double Decade Celebration & Saptadhara.

Mr. Viral Rawal of S.Y.B.Com. won the **Second prize** in the Inter-college Elocution Competition on Environment held at J. Z. Shah Arts & H.P. Desai Commerce College, Amroli- Surat on 18th August'2011 under the aegis of Double Decade Celebration & Saptadhara.

Ms. Simpal Kakdiya also won the **Second prize** in the Inter-college Elocution Competition on Environment held at J. Z. Shah Arts & H.P. Desai Commerce College, Amroli- Surat on 23rd August'2011 under the aegis of Double Decade Celebration & Saptadhara.

Ms. Nilam Mistry of M.A.-II (Sem.-III) Gujarati won the **First prize** in the Inter-college Poetry Recitation Competition held at J. Z. Shah Arts & H.P. Desai Commerce College, Amroli- Surat on 24th August'2011 under the aegis of Double Decade Celebration & Saptadhara.

The college team of **Ms. Krishna Patel, Mr. Sarthak Naik and Mr. Pranav Parekh of T.Y.B.Com.-V** got the **First Prize** in the Inter-college Product Launching Competition held at J. Z. Shah Arts & H.P. Desai Commerce College, Amroli- Surat on 30th August'2011 under the aegis of Double Decade Celebration & Saptadhara.

Mr. Pintul J. Kakadiya of T.Y. B.A. won the **Third Prize** in the Inter college Elocution Competition organized by Life Insurance Corporation of India on 6th September'2011.

Ms. Komal Ramanandi of M.A. Gujarati won the **First prize** and the Shield in the Inter-college Sanskrit Shlok Recital Competition held at J. Z. Shah Arts & H.P. Desai Commerce College, Amroli- Surat on 6th

Septembert'2011 under the aegis of Double Decade Celebration & Saptadhara.

Ms. Nilam Mistry of M.A.-II (Sem.-III) Gujarati won the **First prize** in the District Level Inter-college Poetry Recitation Competition held at J. Z. Shah Arts & H.P. Desai Commerce College, Amroli- Surat on 13thSept.'2011 under the aegis of Double Decade Celebration & Saptadhara.

Mr. Viral Rawal of S.Y.B.Com.IV won the **Second prize** in the Inter-college Elocution Competition organized by Life Insurance Corporation of India on 6th Sept.'2011.

Mr. Viral Rawal of S.Y.B.Com.IV won the **Third prize** in the Inter-college Elocution Competition held at Vanita Vishram Women's College of Commerce , Surat on 9th Sept.'2011.

Cultural Accomplishments:

Ms. Damini D. Singh of F.Y. B.Com. English Medium -663 won the **Third Prize** in the Intercollegiate Mono-acting Competition held at J. Z. Shah Arts & H. P. Desai Commerce College, Amroli-Surat on 9th August'2011 under the aegis of Double Decade Celebration & Saptadhara.

The College team comprising of **Ms. Anita Patra**(F.Y.B.Com.V), **Ms. Damini Sinh**(F.Y.B.Com.V),**Ms. Bhoomi Shah**(F.Y.B.Com.V), **Ms.Falguni Vaghela**(F.Y.B.Com.V), **Ms. Ayushi Kosadiya** (F.Y.B.Com.IV), and **Ms. Nilam Mistry** (M.A.-II-Sem.-III)won the **First Prize** in the Inter college Skit Competition held at J. Z. Shah Arts & H. P. Desai Commerce College, Amroli-Surat on 10th August'2011 under the aegis of Double Decade Celebration & Saptadhara.

Ms. Komal Ramanandi of M.A. Gujarati won the **Second prize** in the Inter-college Patriotic Song Competition held at Arts & Commerce College, Olpad- Surat on 15th August'2011 .

Ms. Ruchita Dhami won the **Third prize** in the Inter-college Best Out of Waste Competition held at J. Z. Shah Arts & H.P. Desai Commerce College, Amroli- Surat on 26th August'2011 under the aegis of Double Decade Celebration & Saptadhara.

Mr. Nitesh Gohil won the **First prize** in the Inter-college Mime Competition held at J. Z. Shah Arts & H.P. Desai Commerce College, Amroli- Surat on 2nd September '2011 under the aegis of Double Decade Celebration & Saptadhara.

Ms. Nilam Mistry of M.A.-II (Sem.-III-Gujarati) won the **Second prize** in the Inter-college Mime Competition held at J. Z. Shah Arts & H.P. Desai Commerce College, Amroli- Surat on 2nd September '2011 under the aegis of Double Decade Celebration & Saptadhara.

Ms. Damini Singh of F.Y. B.Com.-V won the **Third prize** in the Inter-college Mime Competition held at J. Z. Shah Arts & H.P. Desai Commerce College, Amroli- Surat on 2nd September '2011 under the aegis of Double Decade Celebration & Saptadhara.

Ms. Nilam Mistry of M.A.-II (Sem.-III-Gujarati) won the **Second prize** in the Inter-college Mimicry Competition held at J. Z. Shah Arts & H.P. Desai Commerce College, Amroli- Surat on 5th September '2011 under the aegis of Double Decade Celebration & Saptadhara.

Mr. Girish Sojitra of S.Y. B.Com.-III (315) won the **Third prize** in the Inter-college Mimicry Competition held at J. Z. Shah Arts & H.P. Desai Commerce College, Amroli- Surat on 5th September '2011 under the aegis of Double Decade Celebration & Saptadhara.

- **NCC Cadets Shine:**

National Honour :

Ms. Bharati Pradhan of 6 Guj Gils BN participated in the Special National Integration Camp at Leh (J&K) at an altitude of 11500ft. from 11th July'2011 to 22nd July'2011.

Ms. Bharati Vagh (JUO) of 6 Guj Gils BN participated in the Army Attachment Camp held at Gandhinagar from 1st Aug. -12th Aug.'2011 and won the **second Prize** and a **shield for the Best Cadet**.

Ms. Krupali B. Mendpara of S.Y.B.Com- VII :1060 represented Veer Narmad South Gujarat University and participated in the West Zone Inter University Volleyball tournament played at Amravati University, Amravati.

Jinal H. Vekariya of F.Y.B.Com. Sem –II :267 won 100 Mtrs. run(1st Place) and 200 mtrs. (2nd Place) at Zonal level in Khelmahakumbh. She also stood 2nd in 4x100 Mtrs. Relay run in Surat City Level in Khel Mahakumbh.

Falguni B. Vaghela of F.Y.Bom. Sem.- II Div- V ; 706 represented Veer Narmad South Gujarat University in All India Inter University Weight Lifting Tournament played at Guru Nanak Dev University (GNDU), Amritsar , Punjab.

- College Kabaddi (Girls) team secured 2nd place at zonal level in Khelmahakumbh and **Ms. Neeta M. Variya** (M.Com. Sem- II- 1153) , **Ms. Mansi R. Kansara** (S.Y.B.Com- I-112), **Ms. Falguni B. Vaghela** (F.Y.B.Com- V -706), **Ms. Jayshree A.Vaghela** (F.Y.B.Com.- V - 707) and **Ms. Priyanka R. Makwana** (F.Y.B.Com.- VIII -1149) represented Katargam Zone and become **Runners- up** in Surat city level Khelmahakumbh.
- **Ms. Nilam D. Kamani** M.A. Semester- II- Economics – : 1516 secured
 - **First Place** in Shot Put, Long Jump and High Jump at Zonal level tournament in Khelmahakumbh.
 - **2nd Place** in Shot put in Inter Zonal, Surat City Tournament in Khelmahakumbh.
 - **Bronze Medal** in Shot Put in Veer Narmad South Gujarat University 39th Athletic Meet.

Represented Veer Narmad South Gujarat University in All India Inter University Weight Lifting Tournament played at Guru Nanak Dev University (GNDU), Amritsar , Punjab.

Khelmahakumbh for Special Category (Blind)

- **Mr. Vanit V. Gamit**T.Y.B.A.-1(10) won the **First Prize** in the event of **Javelin Throw, Discus Throw** in Athletics at **District level** Khelmahakumbh and **Second Prize** in the event of **100 Mtrs. Run** in Athletics at Khelmahakumbh.
- **Mr. Pragnesh S. Gamit** F.Y.B.A. – 1 (62) won the **First Prize** in the event of **100 Mtrs. Run** in Athletics at **District level**

Khelmahakumbh,**Second Place** in the event of **Shot Put** in Athletics at **District level** Khelmahakumbh.

- **State Level Recognition :**

Khelmahakumbh for Special Category (Blind)

Mr. Vanit V. GamitT.Y.B.A.-1(10)won the **Second Prize** in the Inter Collegiate State level Athletic Competition in the Javelin Throwing event held at Gandhinagar from 28th Nov. to 23rd Dec.'2011 under the aegis of Khelmahakumbh organized by the Sports Authority of Gujarat.**District level** Khelmahakumbh.

- **Literary Honour:**

Mr. Viral Rawal of S.Y.B.Com. won the **Second Prize** in the Inter-college Elocution Competition organized by SMC, Surat on 28th Nov.'2011. He also won the **First prize** in the Inter-college Extempore Competition held at Arts & Commerce College, Motaponda on 9th Dec.'2011. He went on to win the **First prize** in the Inter-college Elocution Competition held at D. R. B. Commerce College, Surat on 20th Dec.'2011 & won the **Third Prize** in the Inter-college Elocution Competition held at C.J. Patel Vidhyadham College, Variyav on 24th Dec.'2011 & the **Second Prize** in the Inter-college Elocution Competition held at Vanraj Arts & Commerce College, Dharampur on 7th Jan.'2012. He also went on to win the **Third Prize** in the Inter college Elocution Competition held at J.B. Dharukawala College, Surat on 18th Jan.'2012 and won the **First Prize** in the Inter college elocution competition in the event of Late Gomtiben Ghanshyam Oza Vijaypadma held at M.T. B. Arts College, Surat on 24th Jan.'2012. In the second term he won almost **Seven** prizes in all in various inter-collegiate events.

Ms. Priti Shukla of M.A.-II-Sem.-IV (English-1674) won the **First Prize** in the Inter-college Elocution Competition held at N. H. Commerce College, Valsad on 2^{7th} Dec.'2011 .

The college team of **Mr. Viral Rawal** of S.Y.B.Com & **Ms. Priti Shukla of M.A.-II-Sem.-IV (English-1674)** won the **Second Prize** in the Inter-college Debate - District Level Competition held under the aegis of Saptadhara held at Z.F. Wadia College, Surat on 17th Jan.'2012. They also won the **Third Prize** in the Inter-college Debate - Zonal Level Competition held under the aegis of Saptadhara held at Navsari on 21st Jan.'2012.

Cultural Accomplishments:

Laurels in the Veer Narmad South Gujarat University Youth Festival

Event	Prize
MonoActing	First Prize-Ms. Nilam Mistry-M.A(Gujarati).-1832
Garba	First Prize
Group Dance	Third Prize
Drama	Best Female Actor-Ms. Nilam Mistry-M.A.(Gujarati)-1832
Handicraft	Consolation Prize-Ms. Vishal R. Satani –T.Y.B.Com.-723

Ms.Nilam Mistry of M.A. (Gujarati) &**Mr. Mayur N. Gujarati** of F.Y. B.Com.-III won the **First Prize** in the *Inter-College Mimicry Competition* held at J.Z. Shah Arts & H.P.Desai Commerce College, Amroli-Surat under the aegis of Swarnim Gujarat Surat District Level Saptadhara Competition held on 17th Jan.'2012.They also won the **First Prize** in the Inter-College Mimicry Competition held at Navsari under the aegis of Swarnim Gujarat Zonal Level Saptadhara Competition held on 21st Jan.'2012 and also went on to win the **First Prize** in the Inter-College Mimicry Competition held at Variyav College on 23d Dec.'2011.

Ms.Nilam Mistry of M.A. (Gujarati) won the **Second Prize** in the *Inter-College Mono-acting Competition* held at J.Z. Shah Arts & H.P.Desai Commerce College, Amroli-Surat under the aegis of Swarnim Gujarat Surat District Level Saptadhara Competition held on 17th Jan.'2012.

The **Garba team** of the institute won the **First Prize** in the *Inter-College Garba* Competition held at P.T. Science College,Surat under the aegis of Swarnim Gujarat Surat District Level Saptadhara Competition held on 17th Jan.'2012& also won the **First Prize** in the Inter-College Garba Competition held at Navsari under the aegis of Swarnim Gujarat Zonal Level Saptadhara Competition held on 21st Jan.'2012

Mr. Milan Mathukiya of S.Y.B.Com. won the **Third Prize** in the *Inter-College On the Spot Poster Making* Competition held at Ambaba Commerce College, MIBM & BCA College, Sabargam under the aegis of Swarnim Gujarat held on 24th Jan.'2012.

Ms. Maheshwari M. Gondaliyailan of T.Y.B.Com. won the **Third Prize** in the *Inter-College Best Out of Waste* Competition held at Variyav College on 23rd Dec.'2011.

The team of Amroli college comprising of Nilam Mistry, Riddhi Soliya, Mayur Gujarati, Nilesh Chotaliya & Brijesh Prajapati won the **Second Prize** in the *Inter-College Miming* Competition held at Variyav on 23rd Dec.'2011

- **NCC Cadets Shine:**

State Level Recognition:

In the Annual Training Camp of State held at Baroda from 3rd Nov.-12th Nov.'2011, NCC Cadets of 6 Guj. Girls BN won **Four Gold medals and Two Prizes.**

Name of the Events	Name of the Winners
Drill Competition	Ms.Divya Parjapati & Group-1 st Prize
Best Cadet	Ms.Priya Ahir -Gold Medal +Certificate
Guard of Honor	Ms.Priya Ahir -Gold Medal
Public Speech Competition	Ms.Priya Ahir -Gold Medal
Solo Song Competition	MS.Parul Lodhiya- Gold Medal
Group Dance Competition	Ms.Ankita & Group-3 rd Prize

5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

The college collects feedback from the final year students before the end of their course. The students are requested to provide the correct information so that the real position of the college can be understood. They are allowed to hide their identity if they wish to do so. The questions included in the questionnaire concentrate on the quality of teaching and learning, infrastructure facilities, extra- curricular and co curricular activities, quality of the course content, evaluation methods, college library, administration and support services.

The responses from students are analyzed and the findings are discussed in the staff room with the teachers.

- 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.

The college publishes its magazine, “Shabd Jyot” every year. The students are encouraged to contribute their articles, poems, stories or anything they would like to publish. The college ensures student involvement by identifying their tastes and by encouraging personally. Last four years’ magazines are attached with this report.

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

The college has a Student Council which functions as per the set constitution. The class representatives (men and women) assemble to elect the General Secretary through voting. The elected General Secretary assigns responsibility to the class representatives on various committees led by the teachers. The committees are:

- Finance & Student Welfare Committee
- Sports and Gymkhana Committee
- Cultural Committee
- Literary and Debating Committee
- Magazine Committee
- Educational Tour Committee
- Planning Forum Committee

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

The seven committees of the Students’ Council are the only bodies with Student representations on it and it carries out various activities.

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

- The college has placed the alumni registration form on the college website and the students are informed of it. They can fill the form

and also make others fill the form after completion of their course.

- Regular meetings are held twice a year – on 26th January and 15th August. Special meetings are held as need arises.
- The college informs the alumni of the meetings either on phone or by e-mail. The teachers in charge of the Association undertake to communicate with them.
- The former faculty members are in touch with the institution and they are also informed on phone or by e – mail.

Any other relevant information regarding Student Support and Progression which the college would like to include.

The activities of the college have been channelized into seven Bands of “Swarnim Gujarat - Saptadhara”. The seven phases are:

- Gyan Dhara
- Sarjanatmak Abhivyakti Dhara
- Kala – Kaushalya Dhara
- Natya Dhara
- Geet- Sangeet Dhara
- Vyayam- Yog – Khel Kud Dhara
- Samudayik Seva Dhara

The students of the college get opportunities to participate in a number of competitions at various levels in succession – Inter class level to Inter Collegiate level, Intercollegiate level to District Level, District level to Zonal level and Zonal level to State Level.



**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 attain excellence of students in academic and other programmes and to create an environment that is dedicated to inculcating in students the skills and values necessary for succeeding in real life situations and to make them responsible citizens.

Mission:

To help and promote education by providing opportunities and to create an environment along with academic, cultural and social activities for the learners' overall development.

The college was established with a view to uplifting the poor residents of Amroli and surrounding areas as envisioned by Late Mr. Kantilal J. Shah after having been inspired by the Gujarati novel, "Gram Laxmi". The chief objective of the college is to provide the best education to its students and also to prepare them to succeed in life. Moreover, creating a well cultured, sophisticated and value oriented new generation is a major objective and the college tries its best to impart intellectual, spiritual, moral, and technological knowledge.

The distinctive characteristics of the college are:

- Strict academic atmosphere
- Value based education
- Quality education
- Adoption of latest technology for teaching and learning

- Best infrastructure
- Social service activities
- Nurturing patriotism
- Overall development of students
- Sports and cultural activities

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

The principal is the chief authority for designing quality measures. He discusses with the members of the IQAC first and then with the entire teaching staff before taking the matter to the management. The management is always positive to developmental and quality oriented initiatives and the measures are implemented with their consent.

6.1.3 What is the involvement of the leadership in ensuring :

- **The policy statements and action plans for fulfillment of the stated Mission:**

The governing body of the institute has a democratic approach and the matters related to the action plan are entrusted to the principal. If required, they extend their whole hearted support in carrying out the action plan and policies

- **Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan:**

The principal in consultation with the staff and students' council formulates the action plan at all levels well in advance and the academic calendar is prepared only after that.

- **Interaction with stakeholders:**

On 26th January and 15th August the Principal meets the parents in person. The management also interacts with them. Any stakeholder is free to approach the secretary of Jivan Jyot Trust/ Principal.

- **Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders:**

The Principal believes in delegating the power. Each committee chairperson analyzes, researches and consults before undertaking any activity. For financial aid and infrastructural support the Principal provides assistance. Sometimes even the management provides financial aid. The Principal also resolves the problems.

- **Reinforcing the culture of excellence:**

A well done job is recognized and praised. A warm and friendly approach prevails. The Management conducts meetings with the staff at regular intervals. The principal also tries to lay stress on quality enhancement. The Management, Principal and staff are keen on promoting a culture of Excellence. As far as any irregularity or misconduct is concerned, the leadership does not make any compromise. Strict action is taken for any kind of indiscipline or mismanagement. The staff members have been given responsibilities which empower them and strengthens their decision making skills.

- **Champion organizational change:**

Suggestions for innovations are always invited by the management and Principal. For championing change, leaders act as sponsors and motivators. The college identifies key employees and provides them training to become change agents. Positivity is brought in by dividing the big group into smaller, manageable groups and making many leaders rather than sticking with one.

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 conducts regular meetings and face to face interaction for monitoring and evaluating the policies and plans.

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

The academic leadership is provided by the principal to the faculty and the management does not interfere in this matter.

6.1.6. How does the college groom leadership at various levels?

The college grooms leadership at various levels by:

- Leading through example
- Educating – conducting training programmes and encouraging capability building programmes
- Informal evaluation
- Encouraging creativity and new ideas
- Rewarding
- Assigning challenging responsibilities
- Granting of no – financial incentives

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 college delegates authority to the departments and a formal channel has been set up. The principal has appointed various committees. Each committee comprises of a chairperson, a vice president and a few other members. Decisions are taken in consultation with the respective committees.

As far as the departments are concerned, campus seniority is taken into consideration and the senior most in each department is the Head of the Department. S/he has meetings with the staff members and then decisions are taken. However, the final authority lies with the principal.

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

Participative Management is that type of management in which employees at all levels are encouraged to contribute ideas towards identifying and setting organizational-goals, problem solving, and other decisions that may directly affect them. The college promotes a culture of this kind of management. Right from the peon to Professor, from students to teachers each person can contribute.

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 IQAC of the college develops, drives and reviews the functioning from time to time. It is in fact, a cyclic process.

- 6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

The college plans to develop into a techno hub functioning entirely on technology. The effort has been on since the first cycle of accreditation and the college has already gone a long way. The teaching – learning process is ICT based and part of the administration is also through online process. The aim of the college is to develop online library, online administration, and online learning.

- 6.2.3 Describe the internal organizational structure and decision making processes.

The principal is the head and the students form the core. Subject wise departments are there and each department has a Head. For administration also there is office staff with the Office Superintendent as the head along with the Senior and Junior clerks. Decisions are taken after arriving at a consensus through discussions.

- 6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following:

a. Teaching & Learning

Infrastructure to support ICT.

b. Research & Development

Permission without any grudges and liberty to use reprographic facilities.

c. Community engagement

Calendar by NSS Programme Officers to conduct social activities.

d. Human resource management

Encouragement to participate in workshops/ seminars.

e. Industry interaction

Permission to collaborate with private agencies.

- 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 is not a separate entity. They regularly attend the college programmes / activities and functions and so they have adequate information through direct observation. However, the principal is the sole authority to take the final decision in case of any conflict.

- 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 rewards the staff and conducts meetings to encourage the staff.

- 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 made the following resolutions in the year 2011 -12:

- “J.Z. Shah Arts & H.P. Desai Commerce College has completed 20years on 1st July 2011. The management intends to celebrate the occasion and therefore it is resolved to celebrate the completion of twenty years of J. Z. Shah Arts & H.P. Desai Commerce College in the month of January 2012. Principal Dr. K. N. Chavda is here by authorized to organize the Double-Decade celebration.” (Resolution No. 9 dated 25/09/2011)
- “As J. Z. Shah Arts & H. P. Desai Commerce College has started four PG centres in the year 2009 -10, it has become a necessity to open a separate PG library. It has also become necessary to have a more spacious Language Lab, Computer Lab and Auditorium as the student strength has increased. Therefore, it has been resolved to erect a new Language Lab, Computer Lab, PG Library and Auditorium on the terrace of the college building. Principal Dr. K. N. Chavda is here by

authorized to construct the same”. (Resolution No. 15 dated 30/11/2012)

- “As the student strength of J.Z. Shah Arts & H.P. Desai Commerce College has been above 3000 during the last three years, to safeguard students’ health and to provide purified drinking water facility it has been decided to replace the old RO plant with a new one with higher capacity. Principal Dr. K. N. Chavda is here by authorized to install the new RO Plant”. (Resolution No. 3 dated 10/03/2012)
- “Jivan Jyot Hospital, managed by the Trust, was opened in the month of April 2012 for the poor residents of Amroli. The management intends to provide medical assistance to the staff and students of the schools and colleges of the Trust. Therefore, it is hereby resolved to provide medical assistance to the staff and students of the school and college at concessional rates and free medical assistance to the blind and physically challenged students”.(Resolution No. 4 dated 10/03/2012)

Implementation Status of the Resolutions:

- The Double Decade Celebration of J. Z. Shah Arts & H.P. Desai Commerce College was organized on 7th and 8th of January, 2012.
- The construction work of new PG Library, Language Lab, Computer Lab and auditorium has started in 2011 -12 and the work will be completed in the year 2012 – 13.
- A new RO plant with a capacity of 250 litres per hour has been set up during the year 2012 – 13 replacing the old plant.
- Medical assistance at concessional rates is provided to the students and staff of the school and college. Free medical assistance is given to the Physically Challenged and Blind Students.

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?

The university does not have any provision for according the status of autonomy to any affiliated institution.

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

The college has a Grievance Redressal Cell which analyses and resolves 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?

There had been no court cases filed by /against the college.

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?

The college has a mechanism for collecting and analyzing student feedback on institutional performance. The feedback is collected from the outgoing students. The outcome of the analysis is used for improving the performance.

6.3 Faculty Empowerment Strategies

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?

- The college has tried to enhance professional development of teachers and non teaching staff by organizing capacity building programmes.
- The use of ICT in class rooms improve the teachers' efficiency and the implementation of technology based administration improve the non teaching staff.

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

The strategies adopted by the college are:

- Maintaining work culture

- Active participation in the activities of the college

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.

A self appraisal is done by the teaching staff by the year end on the prescribed format and the points scored by them indicate the actual position of their performance. They realize the areas where improvement is needed and they try to improve in these areas.

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

The management does not collect the appraisal reports. Only the Principal considers and comments on the performance.

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?

There is no welfare scheme for the employees.

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

The state government has stopped recruitment of new faculties since 1998 and hence there is no scope for attracting new faculties. The existing eminent faculties are given due importance and priority in all activities of the college.

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

The college prepares a well planned budget and allocates amounts for all areas and prepares quarterly accounts.

- 6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

The internal audit of the college is carried out by Prof. Ajit Naik, Associate Professor of Commerce. The external audit is done by registered Chartered Accountant. The last audit was done in May 2012 for the financial year 2011 – 12. There were no objections regarding the audit.

- 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.

- Apart from UGC and State Government grants the major source of funding is the fee collected from students, especially the fee collected from Self financed students.
- The audited income and expenditure statements for the last four years are enclosed. *Enclosure No :- 7*

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

- The college has launched self financed additional class for women and the fee collected from them supports the development measures of the college.
- The college approaches the MPs from the city for support. The Surat MP Ms. Darshanaben Jardosh has contributed Rs. 10,19,066/- for purchase of 36 computers.

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?

- The Internal Quality Assurance Cell of the college was established in August 2009 as directed by NAAC after the first round of accreditation. The IQAC functions with the vision of quality enhancement in academic and related activities, staying in tune with the technological innovations.
- The quality assurance processes have been institutionalized by ensuring increased staff and student participation in the well planned activities for students' overall development.

Over the years the IQAC has:

- prepared calendar of activities
- printed and supplied copies of the calendar to all the staff and students
- entrusted teachers with responsibilities
- held meetings with teaching and administrative staff
- ensured parental involvement
- ensured active student participation in sports and cultural activities
- enhanced ICT based teaching and learning
- provided infrastructure for better teaching and learning
- enriched the college library
- installed INFLIBNET and DELNET for online reference
- launched PG programmes
- conducted quality improvement programmes for the staff
- initiated online administration
- conducted capacity building programmes for teachers

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

The management always welcomes measures for quality improvement and all recommendations of the IQAC have been accepted, approved and implemented. The major decisions of the IQAC have been the following:

- To make teaching and learning entirely ICT based
- To enrich the library with books and helpful softwares
- To launch PG programmes

- To start online administration
 - To conduct capability building programmes for teachers
- c. Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.
- The IQAC of the college comprises of seven teachers, 1 member from administrative staff, 1 management representative, 2 PTA representatives, 1 external expert, 2 members from alumni, 2 student representatives and 1 from industry.
 - The external expert Dr. Kiran Pandya is the Head of the University Department of Human Resource Development. He remains present in the IQAC meetings and supports with his valuable suggestions and advice.
 - The financial support received from the alumni has made it possible to construct two new class rooms and also to develop the college auditorium.
 - Mr. Shailesh C. Kabutarwala is an established industrialist in Surat and he offered his support for organizing job fairs in the college and he does his best for placement services.
 - The PTA representatives offer moral support to the activities of the college and their valuable suggestions help effective administration.
- d. How do students and alumni contribute to the effective functioning of the IQAC?
- There are two students and two alumni in the IQAC of the college.
 - The student representatives come out with ideas and information regarding the changing trends in education and the changing demands. They communicate to the community what necessitates the changes and how the changes are to be adopted. They also act as students' spokespersons. The students contribute by providing feedback on the programmes and facilities offered by the college.

- Alumni Association of the institution has always been a genuine source of moral and financial support. Their representatives remain present in the major functions of the college especially on 26th January and 15th August. With their contribution the college constructed two new class rooms and part of the college auditorium.
- e. How does the IQAC communicate and engage staff from different constituents of the institution?

There is a common staff room for the teaching staff and all share the same room. The teachers of the commerce faculty are available in the morning session and the teachers of the Arts faculty are available in the afternoon session. Whenever a decision is taken by the IQAC, a general staff meeting is held to discuss the relevance of the decisions. In the same way, the administrative and peon staff is also kept informed of the developments and decisions.

- 6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.

The academic and administrative activities are operated by various committees appointed in the beginning of every academic year. The academic, co curricular and extra-curricular activities are planned in advance and a copy of the calendar is given to all. The members of the committees take up the responsibility and manage every event. The committees for the year 2012 -13 are:

Students' Council - Committees

- **Finance Committee**
 - Mr. Rajesh D.Rana (Chairperson)
 - Mr. Kanubhai G.Patel (Vice chairperson)
 - Ms.Bindu A. Thakor
- **Sports & Gymkhana Committee**
 - Dr. R. N. Sadri (Chairperson)
 - Mr. Harshadbhai B. Patel (Vice Chairperson)

- Dr. Balvant N. Dhimar

- **Cultural Committee**

- Ms. S.J. Vaidya (Chairperson)
- Mr. Bharat D. Patel (Vice Chairperson)
- Ms. Neha V. Upadhyay
- Ms. Chhaya U. Naik
- Mr. Narendra B. Bariya
- Ms. Zankhana L. Parmar
-

- **Literary and Debating Committee**

- Ms. Hema. D. Dave (Chairperson)
- Dr. Sejal N. Desai (Vice Chairperson)
- Mr. Jitendra .B. Chaudhari
- Ms. Kruti A. Patel

- **Magazine Committee**

- Mr. Ajit R. Naik (Chairperson)
- Mr. Vijaybhai M. Chaudhary (Vice Chairperson)
- Ms. Ritu R. Agarwal
- Ms. Binita V. Gheewala
- Ms. Punita B. Patel

- **Industrial Tour, Excursion & Picnic Committee**

- Dr. Rujuta C. Gandhi (Chairperson)
- Dr. Girish. N. Rana (Vice Chairperson)

- **Planning Forum Committee**

- Mr. G.B. Joshi (Chairperson)
- Mr. Siby K. Antony (Vice Chairperson)
- Mr. Jitendra D. Vachhani

- **Campus Development & Discipline Committee**

- Mr. Rudranath D. Jha (Chairperson)

- Mr.Kanu S. Sutariya (Vice Chairperson)
- Mr. Bharat N. Patel

Other Committees

- **Healthcare Committee**

- Ms. Neha V. Upadhyay (Chairperson)
- Dr. Balvant N. Dhimar (Vice- Chairperson)
- Ms. Chhaya U. Naik
- Ms. Niharika S. Trivedi
- Lt. Punita B. Patel

- **Women Empowerment Committee**

- Ms. Sonal V. Kulkarni (Chairperson)
- Dr. Rujuta C. Gandhi(Vice- Chairperson)
- Dr. Sejal N. Desai
- Ms. Chhaya U. Naik
- Ms. Bindu A. Thakor

- **Career Guidance Club**

- Dr. Sejal N. Desai (Chairperson)
- Ms. Chhaya U. Naik (Vice- Chairperson)
- Mr. Bharat N. Patel

- **Library Advisory Committee**

- Dr. Rujuta C. Gandhi (Chairperson)
- Mr. Ajit R. Naik (Vice-Chairperson)
- Dr. Rajesh D. Rana
- Mr. Siby K. Antony
- Mr. Anil U Chaudhari

- **Stage Decoration Committee**

- Ms. Sonal V. Kulkarni (Chairperson)
- Dr. Sejal N. Desai (Vice- Chairperson)
- Ms. Chhaya U. Naik
- Mr. Kanu S. Sutariya

- **Certificates & Awards Committee**
 - Dr. Rustom N. Sadri (Chairperson)
 - Mr. Bharat D. Patel (Vice- Chairperson)
 - Mr. Siby K. Antony

- **Reception & Welcome Committee**
 - Dr. Girish N. Rana (Chairperson)
 - Dr. Rajesh D. Rana (Vice – Chairperson)
 - Mr. Kanubhai G. Patel
 - Lt. Punita B. Patel
 - Ms. Niharika S. Trivedi

- **Time Table Committee**
 - Dr. Rajesh D. Rana (Chairperson)
 - Mr. Bharat D. Patel (Vice – Chairperson)
 - Dr. Rujuta C. Gandhi
 - Ms. Hema D. Dave

- **Red Ribbon Club**
 - Mr. Narendra B. Bariya (Chairperson)
 - Mr. Jitendra D. Vachhani (Vice- Chairperson)
 - Mr. Jitendra B. Chaudhari
 - Mr. Vijaybhai M. Chaudhari

- **Grievance Redressal Cell**
 - Mr. Ajit R. Naik (Chairperson)
 - Ms. Neha V. Upadhyay (Vice – Chairperson)

- **Gender Harassment Cell**
 - Ms. Bindu A. Thakor (Chairperson)
 - Mr. Ajit R. Naik (Vice Chairperson)

- **Gujarati Sahitya Sabha**

- Dr. Rujuta C. Gandhi (Chairperson)
- Ms. Hema D. Dave (Vice – Chairperson)
- Mr. Vijaybhai M. Chaudhary

- **Sanskrit Sahitya Mandal**

- Mr. Narendra B. Bariya (Chairperson)
- Lt. Punita B. Patel (Vice – Chairperson)

- **Internal Squad**

- Mr. Rudranath D. Jha (Chairperson)
- Dr. Rustom N. Sadri (Vice- Chairperson)

- **Internal Quality Assurance Cell**

- Prin. Dr. Kishorsinh N. Chavda (Chairperson)
- Mr. Siby K. Antony (Co-ordinator)
- Mr. Ajit R. Naik (Secretary)
- Dr. Rustom N. Sadri
- Ms. Ritu R. Agarwal
- Dr. Balvant N. Dhimar
- Lt. Punita B. Patel
- Dr. Kiran Pandya (External Expert)
- Mr. Ashwin R. Patel (Management Representative)
- Ms. Nayna N. Sheth (Office Superintendent)
- Mr. D.J. Shah (PTA)
- Mr. P.M. Desai (PTA)
- Ms. Chakshu Shah (Alumnus)
- Ms. Chaitanya Bhatt (Alumnus)
- Mr. Shaileshbhai C. Kabootarwala (Industrialist)
- Ms. Kruti Desai (M.A. Sem IV)
- Mr. Bhavesh Rabari (G.S)

- **Alumni Association**

- Dr. Rajesh D. Rana (Chairperson)
- Mr. Bharat D. Patel (Vice- Chairperson)
- Mr. Bharat N. Patel
- Lt. Punita B. Patel

- **Parent Teacher Association**
 - Mr. Bharat D. Patel (Chairperson)
 - Ms. Hema D. Dave (Vice – Chairperson)
 - Ms. Ritu R. Agarwal
 - Dr. Girish N. Rana

- **Anti Ragging Committee**
 - Prin. Dr. Kishorsinh N. Chavda
 - Mr. Ajit R. Naik
 - Ms. Sonal V. Kulkarni
 - Mr. Harshad B. Patel

- **Anti Ragging Squad**
 - Dr. Rustom N. Sadri
 - Dr. Rujuta C. Gandhi
 - Mr. Rudranath D. Jha
 - Mr. Bharat D. Patel
 - Dr. Rajesh D. Rana
 - Ms. Bindu A. Thakor

- **National Service Scheme**
 - Mr. Narendra B. Bariya
 - Mr. Jitendra D. Vachhani
 - Mr. Vijay M. Chaudhary
 - Dr. Rujuta C. Gandhi

- **National Cadet Corps**
 - Lt. Punita B. Patel

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 institution has not provided special training to the staff for effective implementation of the quality assurance procedures. However, A faculty

improvement programme was organized in 2011 laying emphasis on quality improvement.

- 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 undertook an Academic and Administrative Audit (AAA) in 2011 – 12 as directed by Knowledge Consortium of Gujarat (KCG). The outcome of this audit revealed the strengths and weaknesses of the institution. The major weakness of the college is its less research output and lack of consultancy services. This realization has forced to concentrate more on research and consultancy in the coming years.

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

- The quality assurance mechanism of the college moves in tune with the quality measures cited by NAAC and the affiliating university, Veer Narmad South Gujarat University, Surat. The governmental initiative at state level for Quality in Higher Education is a new venture aiming implementation of quality measures in colleges.
- The core values on which NAAC assessment and accreditation are based are given priority when the action plans are prepared. The key factors of every criterion are taken into consideration while implementing the plans.

- 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?

The teaching learning process is constantly reviewed by the IQAC of the college. In the year 2009 -10 remedial coaching for SC/ST/OBC students was provided. However in the years that followed, additional lectures were arranged for all students ensuring four hours' constant learning every day.

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

The policies, action plans and the outcome of the activities are kept on the college website for the stakeholders. The college half yearly news letter, 'Spark', enlists all activities and their results in chronological order.



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?

The institute understands its responsibility in creating a green environment and though no official audit is undertaken but care is taken to preserve our environment and save water, electricity and trees.

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

- **Energy conservation**

Environmental Studies is an interdisciplinary subject which every student of Arts and Commerce faculties study in the first year. This subject makes them environment conscious and they are made aware of the need of energy conservation. Apart from what is taught, various practices are suggested and implemented for saving energy. They are: saying no to electricity for a day, using the bicycle for a day, encouraging students to switch off the ignition of vehicles when waiting for a signal and to pool vehicles occasionally and to use paper bags and hand -made bags. The college staff is encouraged for car pooling at least once a week. Notices are mostly sent through e-mail to reduce the use of paper. Print outs are taken back to back and papers printed on one side are used for writing on the other side. The unwritten sheets of assignment notebooks are collected and used for writing.

- **Use of renewable energy**

The institute plans to have solar panels installed in near future.

- **Water harvesting**

The college is yet to take steps for water harvesting.

- **Plantation**

The students are encouraged to join tree plantation drives by agencies like Lion's Club. The college is located in the city area and there is no land left for plantation.

- **Hazardous waste management**

Paints, Switches, televisions, batteries etc. are not thrown but discarded by selling it as scrap which then is reused by various organizations.

- **e-waste management**

CDS/ DVDS/Desktops/ Laptops which are nothing but scrap are not thrown away but sold to people who recycle it.

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.

- Installation of LCD Projectors in every classroom –a step towards transforming the college into E-college.
- Distribution of Laptops to the majority of the teaching staff.
- Distribution of I-Pods to the Differently- abled students.
- Subscription to INFLIBNET w.e.f October'2010.
- Introduced the Semester system at First Year& Second Year B. Com./B.A. as per the VNSGU, Surat norms.
- Wi-fi enabled Classroom.
- Enrollment of all the students in the N-list programme for accessing E-resource of INFLIBNET w.e.f. 12th Aug.'2011.
- Air-conditioned Staff Room.
- Installation of ERP Package e-Mahavidyalya for Administrative/ Teaching staff
- Introduced the Face Detection System to record attendance
- Amroli Arts and Commerce College account on Facebook

- Launch of Motive Group By the study Circle-a branch of Career Guidance Club
- Installation of Interactive White Boards
- Workshop for NET/SET every Friday and Saturday during vacations
- Registration for Post-Matric Scholarship Policy for Minorities under the
- Online Management System
- SCOPE-DELL Training for all students (OAS Scheme)
- Online payment of admission fees introduced & registered with i-collect of State Bank Of India (First College in South Gujarat to do so)
- Registration as Test Centre for SCOPE exam
- Adult Literacy Program –Evening Classes
- Initiated the Model Test Paper Scheme with a set Time-table
- Launch of Online Saptadhara Portal
- Online Registration of Attendance of Students
- Subscription to DEL-NET w.e.f. 18th Dec.,12

7.3 Best Practices

1. Title of the Practice

Earn While learn Scheme

2. Goal

The aim was to help the students coming from less privileged sections of society and also to provide them a source of income in a way which does not hamper their studies. The goal was to provide a scope for employability in the campus itself. Moreover the institute aimed at utilizing the talent of the students. The motive was also to make the students value the importance of hard work while learning and also instill in them the importance of hard earned money.

3. The Context

The institute is located in an area where many students come from villages and adjoining rural areas. Not only that there are children whose parents are farmers or diamond workers. Their financial condition is not so good but the passion to study is intense. It was felt that due to lack of finance after one year of study they opted for external course. There were many girls who

discontinued their studies because they could not afford to pay the fees. In order to help these learners follow their dreams the college adopted this practice.

4. The Practice

This practice was started in 2006-07 and since then has been successful. In order to implement it, simply, a notice was circulated that if students are interested in working before or after the college hours and have minimum computer proficiency may contact the authority. Initially only two or three students came forward but with the passage of time this practice became very popular because these students get respect not only from the teachers but also from their peer group. For the students it is a good opportunity because they can manage their studies and raise finance for their family easily. Commerce students work in the afternoon schedule and the Arts students work in the morning schedule. Along with earning they are also able to learn the art of managing, organizing & delegating. Generally these students work as data entry operators but based on the quality of work they do they are given important tasks as well. Students not only assist in data entry but they after one year assist the teachers in coordinating various competitions and activities also. If a student lacks proficiency in Excel or other basic computer courses, the other students train him/ her. So this scheme has become a double edged sword fine tuning the skills of the learners. Education for all is not just a myth but it has become a reality in this institute. No student is denied admission just because s/he cannot afford the fees.

5. Evidence of Success

The college has a computer lab and now it functions almost as an office for data entry, data analysis, online admissions and even results. The students assist the office staff in various administrative works. The partial automation which has become possible in the institute can be attributed to these student service providers who are good in the use of computers and their enthusiasm and energy is endless. The strength of the students in the college is high and the administrative staff is less but because of this scheme the institute has now a body of expert administrators who manage the process of admission, result-sharing, mark sheet distribution, certificate preparation with ease.

The results cannot be statistically recorded but the success is the reward which the institute gets in the form of a good will. When a student becomes a graduate or even post graduate, no monetary reward can equal the pleasure it derives from the sense of satisfaction. The greatest reward is that the institute is able to provide a support to the students not at the cost of their self-respect.

The institute boosts their confidence, team spirit and they learn the art of time management. What is most striking is the fact that many students who have worked under this scheme have succeeded in academics also with first class to their credit. Hard work makes them realize the importance of perseverance.

6. Problems Encountered and Resources Required

There was no big problem as such but the only concern was to raise the money to be paid as remuneration for their services. The money is now raised through College Fund. The following table highlights the number of students who have benefitted from this scheme in the last five years and the total remuneration incurred:

Year	Total Number of Boys	Total number of Girls	Total number of students who benefitted	Total remuneration paid
2008-09	18	34	52	113122.00
2009-10	13	43	56	156192.00
2010-11	12	45	57	224962.00
2011-12	10	48	58	290198.00
2012-13	18	61	79	450151.00

7. Notes

Nothing is impossible. For this scheme to be implemented one just needs to be sure of the tasks to be assigned to the students which match their caliber. For its success it is important to make the students feel comfortable and value their contribution in the development of the institute.

7. Contact Details

Name of the Principal: Dr. Kishorsinh N. Chavda

Name of the Institution: J. Z. Shah Arts & H.P. Desai Commerce College, Amroli-Surat , City: Surat , Pin Code: 394107

Accredited Status: 'B' Grade CGPA-2.27

Work Phone (Mobile): +91- 9825897197,Fax: 0261-2499382

Website: www.amrolicollegesurat.com

E-mail :principal@amrolicollegesurat.com

Best Practices - 2

1. Title of the Practice

Social Inclusion of visually impaired in mainstream College

“Chalo Apnayein, Sapne Sajayein”

2. Goal

The aim was to do a service to community in a different way. In Surat city there is a blind school but there is no scope for higher education for the blind. Therefore the aim of the institute was to come forward in extending this facility to the students who wanted to opt for UG or PG in Commerce or Arts faculty. The only aim was to help them realize their vision of becoming graduates and post graduates which could lead them to become independent and enable them to stand on their own feet. The goal was to make them a part of the mainstream life and let them face the challenges in their own way.

3. The Context

As pointed out earlier, there is a blind school in Surat city but the problem was of higher education. Most of the colleges were reluctant to offer admission to visually impaired candidates and the institute and its management wanted to do something about it. Thus was born this scheme of social inclusion thanks to the effort of the Head of the Institute and the management.

4. The Practice

This practice was started in 2007-08 and since then has been successful. The implementation stage was done in three stages:

- The blind school was first informed regarding this and their response was positive.
- Secondly, all the colleges offering Arts courses were sent a letter of request to forward the application of the visually impaired students to this institute and not refuse their admission. The same message was conveyed to all the Principals of the South Gujarat area during the Principals Association meeting.
- It was due to the effort of Prin. Dr. K. N. Chavda who being a member of the centralized admission committee for the past ten years could convince the admission Committee to allow the visually impaired students to be

admitted only in grant-in-aid Amroli college for Commerce as was the case with Arts Faculty.

The next step was a little difficult as it required proper planning:

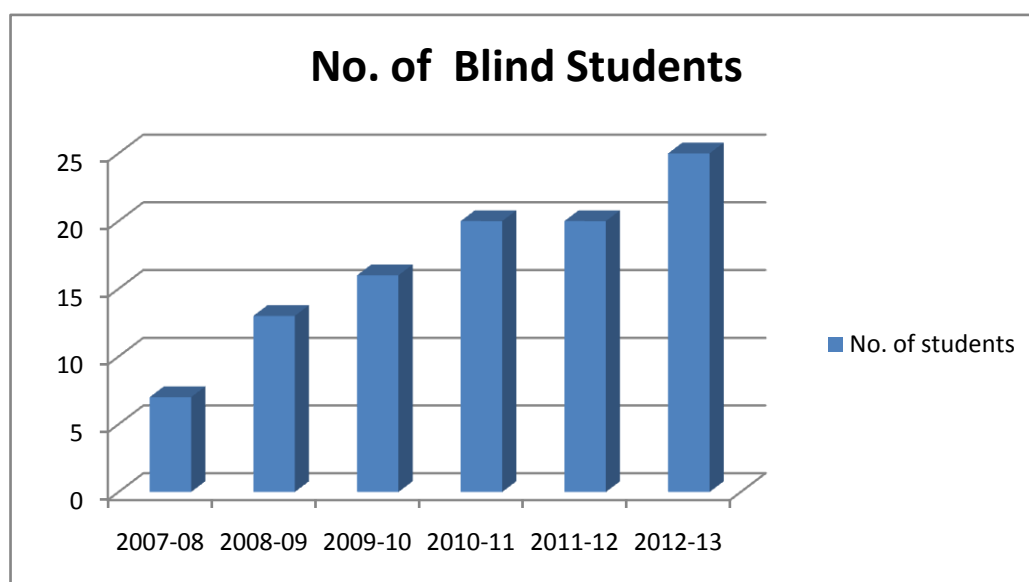
- For that with limited resources infrastructure was improved to cater to their needs.
- To encourage them to go in for higher education, their fee was also waived off.
- Scholarships were also awarded.
- Residential arrangement was provided with the help of *Viklaang Shikshan Seva Trust* run by an alumnus of the college Devyani R. Thakore who is the President of this Trust. This Trust was formed in 2006 and the college has joined hands with the Trust since then. A house has been taken on rent with the finance provided by the Trust.
- Mr. Dilipbhai G. Mahyavanshi, Senior Clerk of this college, takes special care of these students as far as their food, medicine and residential facilities are concerned.
- Maid servant and cook were arranged to help them concentrate on their studies with the help of the Trust.
- In case of any financial crisis related to the purchase of Grocery items/ books/ food etc. the donation is done by Jivan Jyot Trust and the teaching staff members of the college.
- 3 Desk tops were also provided to them at the place of their stay with the financial assistance provided by UGC Grant.
- 16 I-pods were provided to the blind students with the financial assistance provided by UGC Grant.
- Readers and writers were arranged for them during exam.

5. Evidence of Success

The college is the only one of its kind in Surat city and in entire South Gujarat region to practice this kind of social inclusion.

The following table shows the strength of blind students from the time the college started this scheme:

Year	No. of students
2007-08	07
2008-09	13
2009-10	16
2010-11	20
2011-12	20
2012-13	25



One most rewarding moment of success for this institute happened when one of the visually impaired girl student went on to become the Principal of the Blind School.

6. Problems Encountered and Resources Required

There were no problems as such but challenges were in the form of motivating teachers, creating a sense of understanding and sensitivity among the students and improvising the infrastructure.

7. Notes

The need to realize and understand our social responsibility is must. We cannot turn deaf ears to the problems looming the society at large. Social inclusion is more a matter of attitude rather than a matter of resources.

8. Contact Details

Name of the Principal: Dr. Kishorsinh N. Chavda

Name of the Institution: J. Z. Shah Arts & H.P. Desai Commerce College,
Amroli-Surat, City: Surat, Pin Code: 394107

Accredited Status: 'B' Grade CGPA-2.27

Work Phone (Mobile) : +91- 9825897197

Fax: 0261-2499382

Website: www.amrolicollegesurat.com

E-mail : principal@amrolicollegesurat.com



Evaluative Report of the Departments

1. Name of the department : Accountancy

2. Year of Establishment: 1991

3. Names of Programmes / Courses offered:

UG: B.Com (English Medium), B.Com.(Gujarati Medium)

PG: M.Com (English Medium), M.Com (GujaratiMedium)

4. Names of Interdisciplinary courses and the departments/units involved

Nil

5. Annual/ semester/choice based credit system (programme wise)

B.Com – Semester and Choice Based Credit System

M.Com – Semester and Choice Based Credit System

6. Participation of the department in the courses offered by other departments

Nil

7. Courses in collaboration with other universities, industries, foreign institutions, etc.

Nil

8. Details of courses/programmes discontinued (if any) with reasons

Nil

9. Number of Teaching posts

Designation	Sanctioned	Filled
Professors	--	--
Associate Professors	05	05
Assistant 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. Kishorsinh N. Chavda	M.Com., B.Ed., M.Phil, Ph.D	Principal	Accountancy	21	--
Dr. Rajesh D. Rana	M.Com., M.Phil, Ph.D	Associate Professor	Accountancy	20	--
Mr. Bharat N. Patel	M.Com, B.Ed.	Associate Professor	Accountancy	17	--
Dr. Balvant N. Dhimar	M.Com., Ph.D	Associate Professor	Accountancy	15	--
Ms. Bindu A. Thakor	M.Com	Associate Professor	Accountancy	19	--

11. List of senior visiting faculty

Prof. Arun M. Naik

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

15%

13. Student -Teacher Ratio (programme wise)

B.Com:758:1

M.Com: GM: 5:1

M.Com: EM : 5:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Common Administrative Staff

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

Prin. Dr. Kishorsinh N. Chavda - M.Com., B.Ed., M.Phil, Ph.D
Dr. Rajesh D. Rana – M.Com., M.Phil, Ph.D
Dr. Balwant N. Dhimar – M.Com., Ph.D
Mr. Bharat N. Patel – M.Com, B.Ed.
Ms. Bindu A. Thakor – M.Com
Ms. Kruti A. Patel – M.Com

16. Number of faculty with ongoing projects from

- a) National: Nil
- b) International funding agencies and grants received: Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received

Nil

18. Research Centre /facility recognized by the University

Prin. Dr. Kishorsinh N. Chavda has been recognized by the university as guide for M.Phil.

Dr. Balvant N. Dhimar has been recognized by the university as guide for M.Phil.

19. Publications:

- a) Publication per faculty
- Number of papers published in peer reviewed journals (national / international) by faculty and students:

Faculty: 04

Students: Nil

- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : Nil

- Monographs: Nil
- Chapter in Books: Nil
- Books Edited: Nil
- Books with ISBN/ISSN numbers with details of publishers: Nil
- Citation Index: Nil
- SNIP: Nil
- SJR: Nil
- Impact factor: Nil
- h-index: Nil

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

- a) National committees : Nil
- b) International Committees: Nil
- c) Editorial Boards : Nil

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme: Nil
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: Nil

23. Awards/ Recognitions received by faculty and students:

Dr. Kishorsinh N. Chavda was awarded the **Shiksha Bharti Puruskar** by All India Achievers Foundation on the occasion of National Seminar on *Globalisation of Indian Industries & World Peace* on 11th May,2012 at New Delhi.

Dr.Balvant N. Dhimar was awarded Ph.D by Veer Narmad South Gujarat University.

Dr.Rajesh D. Rana was awarded Ph.D by Veer Narmad South Gujarat University.

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

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

a)National: Nil

b)International: Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
F.Y.B.Com	*	1084	332	752	78.98
S.Y.B.Com	*	779	243	536	79.85
T.Y.B.Com	*	609	236	373	94.51
M.Com. Sem. I EM	*	58	--	58	98.89
M.Com. Sem. I GM	*	60	--	60	97.78
M.Com Sem.III EM	*	39	--	39	97.39
M.Com Sem. III GM	*	77	--	77	96.52

*M=Male F=Female

* Commerce faculty has centralized admission process at entry level so the colleges do not receive applications for admission and in the consecutive years the same no. of students are granted admission

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	99%	01%	--
M.Com	99%	01%	--

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

Data not available.

29. Student progression:

The college is yet to form a mechanism to record student progression.

30. Details of Infrastructural facilities

a) Library: Common Library for UG and separate library for PG.

b) Internet facilities for Staff & Students:

Wi-Fi facility is provided to the staff and students on the campus.

All the computers in the college have internet connectivity. The faculties have been given laptops and the students have computers with internet in the class rooms, library and in the computer lab.

c) Class rooms with ICT facility: All 20 class rooms of the college are ICT enabled.

d) Laboratories:

1. Digital Education and Learning Lab for all students.

2. Computer Lab

31. Number of students receiving financial assistance from college, university, government or other agencies:

697 students of the college received financial assistance from the state government, college and other institutes in 2011 -12.

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: Nil

33. Teaching methods adopted to improve student learning:

- Power Point Presentations
- Group Discussions

- Lectures
- Projects

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

The UG students participate in the activities of NSS and NCC.

35. SWOC analysis of the department and Future plans

Strength: Good Infrastructure facilities, Availability of bright students, team of good teachers

Weakness: Lack of MoUs, No Linkage with Industry

Opportunities: Industrial Training, Organization of seminars

Challenges: Lack of support staff

Future Plans: M.Phil Centre, Competitive exams for students, CA Coaching and exam centre.

1. Name of the department : Banking

2. Year of Establishment: 1991

3. Names of Programmes / Courses offered:

UG: B.Com (Subordinate)

4. Names of Interdisciplinary courses and the departments/units involved:

Nil

5. Annual/ semester/choice based credit system (programme wise):

B.Com – Semester and Choice Based Credit System

6. Participation of the department in the courses offered by other departments

Nil

7. Courses in collaboration with other universities, industries, foreign institutions, etc.:

Nil

8. Details of courses/programmes discontinued (if any) with reasons:

Nil

9. Number of Teaching posts:

Designation	Sanctioned	Filled
Professors	--	--
Associate Professors	02	02
Assistant Professors	--	--

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

Name	Qualification	Designation	Specilization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Mr. Kanu G. Patel	M.Com, B.Ed.	Associate Professor	Banking	17	--
Dr. Girish N. Rana	M.Com, Ph.D	Associate Professor	Banking	22	--

11. List of senior visiting faculty

Nil

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

Nil

13. Student -Teacher Ratio (programme wise)

B.Com:556:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Common Administrative Staff.

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

Mr. Kanu G. Patel- M.Com, B.Ed.

Dr. Girish N. Rana- M.Com, Ph.D

16. Number of faculty with ongoing projects from

a) National: Nil

b) International funding agencies and grants received : Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received

Nil

18. Research Centre /facility recognized by the University

Dr. Girish N. Rana has been recognized by the university as guide for M.Phil.

19. Publications:

- a) Publication per faculty

- Number of papers published in peer reviewed journals (national / international) by faculty and students:

Faculty: 05

Students: Nil

- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) – Nil

- Monographs: Nil

- Chapter in Books: Nil

- Books Edited: Nil

- Books with ISBN/ISSN numbers with details of publishers: 05

- Rana, Girish, Vinod N. Patil. *Training Skill and Business Communication*. Oxford Book Co., Jaipur, 2012 ISBN:978 – 93-5030- 013-8.

- Singh, Ved Prakash, Girish Rana. *Group Dynamics and Stress Management*. Oxford Book Co., Jaipur, 2012 ISBN: 978-93-5030-017-6.

- Rana Girish. *Marketing Management in Current Scenario*; Oxford Book Co., Jaipur; 2009 ISBN 978-93-80179-05-6

- Rana Girish. *Financial Management: Planning & Strategies*; Oxford Book Co.: Jaipur; 2009 ISBN: 978-93-80179-09-4

- Rana Girish & Soni Ajay. Global Human Resource Management; Oxford Book Co.: Jaipur; 2009 ISBN: 978-93-80179-06-3

- Citation Index: Nil
- SNIP: Nil
- SJR: Nil
- Impact factor: Nil
- h-index: Nil

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

- a) National committees : 01
- b) International Committees: Nil
- c) Editorial Boards : 01

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme: Nil
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: Nil

23. Awards/ Recognitions received by faculty and students:

- Dr. Girish N. Rana presented a paper entitled *Total Quality Management (TQM)Strategy and Organizational Characteristics* & won the **Best Paper Award** at the IES International Conference organized by IES MCRC, Mumbai held on January 5-6'2012.
- Dr. Girish N. Rana was appointed as a Member of the Advisory Board for a Period of two years commencing January'2012 of "Abhinav"- National Monthly Refereed Journal of Research in Commerce & Management(ISSN 2277-1166), Arts & Education (ISSN 2277-1182), Science & Technology (ISSN 2277-1174.)

- Dr. Girish N. Rana was appointed as an Editorial Member on the Board of Bioinfo Publications Journal in August, 2012.

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

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

a)National: Nil

b)International: 01

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
F.Y.B.Com	*	569	332	327	81.44
S.Y.B.Com	*	95	42	53	93.60
T.Y.B.Com	*	72	23	49	97.14

*M=Male F=Female

*Commerce faculty has centralized admission process at entry level so the colleges do not receive applications for admission and in the consecutive years the same no. of students are granted admission

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	99%	1%	--

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

Data not available.

29. Student progression:

The college is yet to form a mechanism to record student progression.

30. Details of Infrastructural facilities

a) Library: Common Library for UG

b) Internet facilities for Staff & Students:

Wi-Fi facility is provided to the staff and students on the campus. All the computers in the college have internet connectivity. The faculties have been given laptops and the students have computers with internet in the class rooms, library and in the computer lab.

c) Class rooms with ICT facility: All 20 class rooms of the college are ICT enabled.

c) Laboratories:

1. Digital Education and Learning Lab for all students.
2. Computer Lab

31. Number of students receiving financial assistance from college, university, government or other agencies: 697 students of the college received financial assistance from the state government, College and other institutes in the year 2011 -12.

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: Nil

33. Teaching methods adopted to improve student learning:

- Power Point Presentations
- Group Discussions
- Lectures

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

The UG students participate in the activities of NSS and NCC.

35. SWOC analysis of the department and Future plans:

Strength: Good infrastructure

Weakness: Less number of students opt for Banking.

Opportunities: Additional Courses, Industrial Training, MoUs, Placement Services

Challenges: Financial resources for activities.

Future Plans: Research projects by students.

1. Name of the department : Business Administration

2. Year of Establishment: 1991

3. Names of Programmes / Courses offered:

UG: B.Com (03 Papers)

PG: M. Com: (08 Papers)

4. Names of Interdisciplinary courses and the departments/units involved:

Nil

5. Annual/ semester/choice based credit system (programme wise)

B.Com – Semester and Choice Based Credit System

M.Com - Semester and Choice Based Credit System

6. Participation of the department in the courses offered by other departments:

Nil

7. Courses in collaboration with other universities, industries, foreign institutions, etc.:

Nil

8. Details of courses/programmes discontinued (if any) with reasons:

Nil

9. Number of Teaching posts:

Designation	Sanctioned	Filled
Professors	--	--
Associate Professors	03	2 Full Time
Assistant Professors	01 (Full Time) 01 (Part Time)	01 (Full Time) 01 (Part Time)

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

Name	Qualification	Designation	Specilization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Mr. Bharat D. Patel	M.Com, B.Ed.	Associate Professor	Business Administration	20	--
Mr. Ajit R. Naik	M.Com, LL.B	Associate Professor	Business Administration	30	--
Ms. Niharika S. Trivedi	M.Com, M.Phil	Assistant Professor	Business Administration	20	--
Ms. Kruti A Patel	M.Com	Assistant Professor	Business Administration	02	--

11. List of senior visiting faculty

Nil

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

25 %

13. Student -Teacher Ratio (programme wise)

B.Com: 620:1

M.Com: 5:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Common Administrative Staff.

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

Mr. Bharat D. Patel – M.Com, B.Ed.
Mr. Ajit R. Naik – M.Com,LL.B
Ms. Niharika S. Trivedi – M.Com, M.Phil
Ms. Kruti A. Patel – M.Com.

16. Number of faculty with ongoing projects from

- a) National: Nil
- b) International funding agencies and grants received : Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received

Nil

18. Research Centre /facility recognized by the University

Nil

19. Publications:

- a) Publication per faculty
- Number of papers published in peer reviewed journals (national / international) by faculty and students:

Faculty: 02

Students: Nil

- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) - Nil
- Monographs: Nil
- Chapter in Books: Nil
- Books Edited: Nil
- Books with ISBN/ISSN numbers with details of publishers: Nil

- Citation Index: Nil
- SNIP: Nil
- SJR: Nil
- Impact factor: Nil
- h-index: Nil

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

- a) National committees : Nil
- b) International Committees: Nil
- c) Editorial Boards : Nil

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme: Nil
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: Nil

23. Awards/ Recognitions received by faculty and students: Nil

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

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

- a)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	
F.Y.B.Com	*	1084	332	752	75.19

S.Y.B.Com	*	779	243	536	92.54
T.Y.B.Com	*	609	236	373	95.76
M.Com. SemI GM	*	58	--	58	96.67
M.Com. SemIII GM	*	77	--	77	100.00
M.Com SemI EM	*	58	--	58	96.89
M.Com Sem III EM	*	39	--	39	99.13

*M=Male F=Female

*Commerce faculty has centralized admission process at entry level so the colleges do not receive applications for admission and in the consecutive years the same no. of students are granted admission

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	99%	1%	--
M.Com	99%	1%	--

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

Data not available.

29. Student progression:

The college is yet to form a mechanism to record student progression.

30. Details of Infrastructural facilities

a) Library: Common Library for UG and separate library for PG.

b) Internet facilities for Staff & Students:

Wi-Fi facility is provided to the staff and students on the campus. All the computers in the college have internet connectivity. The faculties have been given laptops and the students have computers with internet in the class rooms, library and in the computer lab.

c) Class rooms with ICT facility: All 20 class rooms of the college are ICT enabled.

d) Laboratories:

1. Digital Education and Learning Lab for all students.
2. Computer Lab

31. Number of students receiving financial assistance from college, university, government or other agencies: 697 students of the college received financial assistance from the state government, college and other institutes in the year 2011 -12.

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: Nil

33. Teaching methods adopted to improve student learning:

- Power Point Presentations
- Group Discussions
- Lectures

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

The UG students participate in the activities of NSS and NCC.

35. SWOC analysis of the department and Future plans

Strength: Good Infrastructure facilities, Rich Library.

Weakness: Lack of research work

Opportunities: Tie up with Industry

Challenges: Lack of sufficient teaching staff due to govt. policy.

Future Plans: Training for MBA

1. Name of the department : Statistics

2. Year of Establishment: 1991

3. Names of Programmes / Courses offered:

UG: B.Com (Subordinate)

4. Names of Interdisciplinary courses and the departments/units involved:

Nil

5. Annual/ semester/choice based credit system (programme wise):

B.Com – Semester and Choice Based Credit System

6. Participation of the department in the courses offered by other departments

Nil

7. Courses in collaboration with other universities, industries, foreign institutions, etc.:

Nil

8. Details of courses/ programmes discontinued (if any) with reasons:

Nil

9. Number of Teaching posts:

Designation	Sanctioned	Filled
Professors	--	--
Associate Professors	02	02
Assistant Professors	--	--

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

Name	Qualification	Designation	Specilization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Ms. Neha V. Upadhyay	M.Sc., PGDCA	Associate Professor	Statistics	16	--
Dr. Sejal N. Desai	M.Sc., PGDCA, Ph.D	Associate Professor	Statistics	15	--

11. List of senior visiting faculty

Nil

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

5%

13. Student -Teacher Ratio (programme wise)

B.Com:907:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Common Administrative Staff.

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

Ms. Neha V. Upadhyay – M.Sc., PGDCA

Dr. Sejal N. Desai – M.Sc.,PGDCA, Ph.D

16. Number of faculty with ongoing projects from

a) National: Nil

b) International funding agencies and grants received : Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received:

Nil

18. Research Centre /facility recognized by the University:

Dr. Sejal N. Desai has been recognized by the university as guide for M.Phil.

19. Publications:

- a) Publication per faculty

- Number of papers published in peer reviewed journals (national / international) by faculty and students:

Faculty: 05

Students: Nil

- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) – Nil
- Monographs: Nil
- Chapter in Books: Nil
- Books Edited: Nil
- Books with ISBN/ISSN numbers with details of publishers: Nil
- Citation Index: Nil
- SNIP: Nil
- SJR: Nil
- Impact factor: Nil
- h-index: Nil

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

- a) National committees : Nil
- b) International Committees: Nil
- c) Editorial Boards : Nil

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme: Nil
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: Nil

23. Awards/ Recognitions received by faculty and students:

Dr. Sejal N. Desai was awarded the First Prize for the paper entitled “Combination of Mean and RMSD(Root Mean Square Deviation) charts as an Alternative of Combination of X and R-charts and combination of X and S-charts” at XXIII Gujarat Science Congress on 15th February,2009.

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

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

- a)National: Nil
- b)International: Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
F.Y.B.Com	*	659	332	327	70.64
S.Y.B.Com	*	487	184	303	88.77
T.Y.B.Com	*	565	228	337	91.18

*M=Male F=Female

*Commerce faculty has centralized admission process at entry level so the colleges do not receive applications for admission and in the consecutive years the same no. of students are granted admission

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	99%	1%	--

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

Data not available.

29. Student progression:

The college is yet to form a mechanism to record student progression.

30. Details of Infrastructural facilities

a) Library: Common Library for UG

b) Internet facilities for Staff & Students:

Wi-Fi facility is provided to the staff and students on the campus. All the computers in the college have internet connectivity. The faculties have been given laptops and the students have computers with internet in the class rooms, library and in the computer lab.

c) Class rooms with ICT facility: All 20 class rooms of the college are ICT enabled.

d) Laboratories:

1. Digital Education and Learning Lab for all students.
2. Computer Lab

31. Number of students receiving financial assistance from college, university, government or other agencies: 697 students of the college received financial assistance from the state government, college and other institutes in 2011 -12.

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: Nil

33. Teaching methods adopted to improve student learning:

- Power Point Presentations
- Group Discussions
- Lectures

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

The UG students participate in the activities of NSS and NCC.

35. SWOC analysis of the department and Future plans

Strength: Infrastructure facilities, ICT

Weakness: No research output from students

Opportunities: Online learning

Challenges: Shortage of time for co curricular activities

Future Plans: Remedial coaching for weak students.

1. Name of the department : English

2. Year of Establishment: 1991

3. Names of Programmes / Courses offered:

UG: B.A., B. Com (Compulsory)

PG: M.A.

4. Names of Interdisciplinary courses and the departments/units involved

Nil

5. Annual/ semester/choice based credit system (programme wise)

B.A. - Semester and Choice Based Credit System

M.A.- Semester and Choice Based Credit System

6. Participation of the department in the courses offered by other departments

Nil

7. Courses in collaboration with other universities, industries, foreign institutions, etc.

Nil

8. Details of courses/programmes discontinued (if any) with reasons

Nil

9. Number of Teaching posts

Designation	Sanctioned	Filled
Professors	--	--
Associate Professors	03	03
Assistant Professors	01	01

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

Name	Qualification	Designation	Specilization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Ms. Sonal V. Kulkarni	M.A., M.Phil	Associate Professor	English Literature	30 Years	--
Mr. Siby K. Antony	M.A.	Associate Professor	English Literature	20 Years	--
Ms. Ritu R. Agarwal	M.A., PGCTE, M.Phil	Associate Professor	ELT	17 Years	--
Ms. Binita V. Gheewala	M.A.	Assistant Professor	English Literature	03Years	--

11. List of senior visiting faculty

Nil

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty

5%

13. Student -Teacher Ratio (programme wise)

B.A.: 211:1

B.Com: 517:1

M.A.: 5:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Common Administrative Staff.

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

Ms. Sonal V. Kulkarni – M.A., M.Phil

Mr. Siby K. Antony – M.A.
Ms. Ritu R. Agarwal – M.A., PGCTE, M.Phil
Ms. Binita V. Gheewala – M.A.

16. Number of faculty with ongoing projects from

- a) National: Nil
- b) International funding agencies and grants received : Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received

Nil

18. Research Centre /facility recognized by the University

Nil

19. Publications:

- a) Publication per faculty
- Number of papers published in peer reviewed journals (national / international) by faculty and students:

Faculty: 05
Students: Nil

- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

04

- Monographs: Nil
- Chapter in Books: Nil
- Books Edited: Nil
- Books with ISBN/ISSN numbers with details of publishers: Nil

- Citation Index: Nil
- SNIP: Nil
- SJR: Nil
- Impact factor: Nil
- h-index: Nil

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

- a) National committees : Nil
- b) International Committees: Nil
- c) Editorial Boards : Nil

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme: Nil
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: Nil

23. Awards/ Recognitions received by faculty and students:

In the one act play competition organized by Municipal Corporation, the play *Macbeth* directed by Mrs. Sonal Kukarni won 10 prizes in all and it also fetched her an award for the Best Director .

Ms. Sonal V. Kulkarni won the **Best Director Award** for her play “Macbeth” performed at the Chitrlekha-Natyaspardha -2012 at Bhavans College Cultural Centre, Mumbai on 20-21st Jan.’2012.

Ms. Ritu R. Agarwal was awarded M.Phil degree for her dissertation entitled *Technology in English Language teaching: An Indian Perspective* vide notification no. 1280 dated 15th Nov.’2010.

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

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

a)National: Nil

b)International: Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
F.Y.B.A.	61	61	16	45	93.44
S.Y.B.A.	79	79	15	64	88.60
T.Y. B.A.	83	83	21	62	85.19
F.Y.B.Com	*	659	332	327	71.69
S.Y.B.Com	*	527	243	284	90.61
T.Y.B.Com	*	609	236	373	90.74
M.A. I	*	44	--	44	100.00
M.A. II	*	81	--	81	93.83

*M=Male F=Female

* Commerce (UG-PG)/Arts (PG) faculty has centralized admission process at entry level so the colleges do not receive applications for admission and in the consecutive years the same no. of students are granted admission

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	99%	01%	--
B.Com	99%	01%	--
M.A	100%	--	--

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

Data not available.

29. Student progression:

The college is yet to develop mechanism to record student progression.

30. Details of Infrastructural facilities

a) Library: Common Library for UG and separate library for PG.

b) Internet facilities for Staff & Students:

Wi-Fi facility is provided to the staff and students on the campus. All the computers in the college have internet connectivity. The faculties have been given laptops and the students have computers with internet in the class rooms, library and in the computer lab.

c) Class rooms with ICT facility: All 20 class rooms of the college are ICT enabled.

d) Laboratories:

1. Digital Education and Learning Lab for all students.
2. Computer Lab

31. Number of students receiving financial assistance from college, university, government or other agencies: 697 students of the college received financial assistance from the state government, college and other institutes.

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: Nil

33. Teaching methods adopted to improve student learning:

- Power Point Presentations
- Group Discussions
- Lectures
- Role Play
- Quizzes
- Games
- Use of Multimedia

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

The UG students participate in the activities of NSS and NCC.

35. SWOC analysis of the department and Future plans:

Strength: Rich Library, Use of ICT, Good teacher – student relationship.

Weakness: Over crowded class rooms

Opportunities: Research, Short term courses

Challenges: Instructing Gujarati Medium students in English Medium

Future Plans: Organization of seminars

1. Name of the department : Economics

2. Year of Establishment: 1991

3. Names of Programmes / Courses offered:

UG: B.A. (Principal) and B.Com (3 Papers)

PG: M.A.

4. Names of Interdisciplinary courses and the departments/units involved
Nil

5. Annual/ semester/choice based credit system (programme wise)

B.A. – Semester and Choice Based Credit System

M.A. – Semester and Choice Based Credit System

6. Participation of the department in the courses offered by other departments

Nil

7. Courses in collaboration with other universities, industries, foreign institutions, etc.

Nil

8. Details of courses/programmes discontinued (if any) with reasons

Nil

9. Number of Teaching posts

Designation	Sanctioned	Filled
Professors	--	--
Associate Professors	05	05
Assistant Professors	01	01

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

Name	Qualification	Designation	Specilization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Mr. Girish B. Joshi	M.A., M.Ed.	Associate Professor	Economics	20	--
Mr. Kanubhai S. Sutariya	M.A.	Associate Professor	Economics	16	--
Ms. Chhaya U. Naik	M.A.	Associate Professor	Economics	15	--
Mr. Jitendra B. Chaudhary	M.A.	Associate Professor	Economics	15	--
Mr. Jitendra D. Vachhani	M.A.	Associate Professor	Economics	19	--
Ms. Zankhana L. Parmar	M.A., M.Phil	Assistant Professor	Economics	03	--

11. List of senior visiting faculty

Nil

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty

Nil

13. Student -Teacher Ratio (programme wise)

B.A.: 63:1

B.Com: 345:1

M.A:5:1

M.Com: 5:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Common Administrative Staff

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

Mr. Girish B. Joshi – M.A., M.Ed.
Mr. Kanu S. Sutariya – M.A.
Ms. Chhaya U. Naik - M.A.
Mr. Jitendra B. Chaudhari- M.A.
Mr. Jitendra D. Vachhani – M.A.
Ms. Zankhana L. Parmar – M.A., M.Phil

16. Number of faculty with ongoing projects from

- a) National: Nil
- b) International funding agencies and grants received : Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received

Nil

18. Research Centre /facility recognized by the University

Nil

19. Publications:

- a) Publication per faculty
- Number of papers published in peer reviewed journals (national / international) by faculty and students:

Faculty: 01
Students: Nil

- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) - Nil
- Monographs: Nil
- Chapter in Books: Nil
- Books Edited: Nil
- Books with ISBN/ISSN numbers with details of publishers: Nil

- Citation Index: Nil
- SNIP: Nil
- SJR: Nil
- Impact factor: Nil
- h-index: Nil

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

- a) National committees : Nil
- b) International Committees: Nil
- c) Editorial Boards : Nil

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme: Nil
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: Nil

23. Awards/ Recognitions received by faculty and students: Nil

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

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

- a)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	
F.Y.B.Com	*	1084	332	752	76.42
S.Y.B.Com	*	779	243	536	83.75
T.Y.B.Com	*	609	236	373	96.23
F.Y.B.A	58	58	15	43	93.10

S.Y.B.A	91	91	19	72	93.25
T.Y.B.A.	95	95	18	77	95.70
M.A. I	*	60	--	60	79.66
M.A.II	*	76	--	76	100.00
M.Com I	*	118		118	98.89
M.Com II	*	116		116	99.13

*M=Male F=Female

* Commerce (UG-PG)/Arts (PG) faculty has centralized admission process at entry level so the colleges do not receive applications for admission and in the consecutive years the same no. of students are granted admission

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	99%	1%	--
B.A.	99%	1%	--
M.A.	99%	1%	--
M.Com	99%	1%	--

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

Data not available.

29. Student progression:

The college is yet to develop mechanism to record student progression.

30. Details of Infrastructural facilities

- a) Library: Common Library for UG and separate library for PG.
- b) Internet facilities for Staff & Students:

Wi-Fi facility is provided to the staff and students on the campus. All the computers in the college have internet connectivity. The faculties have been given laptops and the students have computers with internet in the class rooms, library and in the computer lab.

c) Class rooms with ICT facility: All 20 class rooms of the college are ICT enabled.

d) Laboratories:

1. Digital Education and Learning Lab for all students.
2. Computer Lab

31. Number of students receiving financial assistance from college, university, government or other agencies: 697 students of the college received financial assistance from the state government, college and other institutes.

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: Nil

33. Teaching methods adopted to improve student learning:

- Power Point Presentations
- Group Discussions
- Lectures

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

The UG students participate in the activities of NSS and NCC.

35. SWOC analysis of the department and Future plans

Strength: Good student strength, High results, and good infrastructure facilities.

Weakness: No research output and no seminars organized.

Opportunities: Online learning, short term courses

Challenges: Use of English Language

Future Plans: Research projects and organization of seminars and conferences.

1. Name of the department : Gujarati

2. Year of Establishment: 1991

3. Names of Programmes / Courses offered:

UG: B.A.(Principal), & B.Com (Compulsory)

PG: M.A.

4. Names of Interdisciplinary courses and the departments/units involved:

Nil

5. Annual/ semester/choice based credit system (programme wise):

B.A. – Semester and Choice Based Credit System

M.A. – Semester and Choice Based Credit System

6. Participation of the department in the courses offered by other departments:

Nil

7. Courses in collaboration with other universities, industries, foreign institutions, etc.:

Nil

8. Details of courses/programmes discontinued (if any) with reasons:

Nil

9. Number of Teaching posts:

Designation	Sanctioned	Filled
Professors	--	--
Associate Professors	03	03
Assistant Professors	--	--

10. Faculty profile with name, qualification, designation, specialization,

(D.Sc./D.Litt. /Ph.D. / M. Phil. etc.):

Name	Qualification	Designation	Specilization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Rujuta C. Gandhi	M.A.,M.Lib.Sc., Ph.D	Associate Professor	Gujarati Literature	21 Years	06
Ms. Hema D. Dave	M.A.	Associate Professor	Gujarati Literature	20 Years	--
Mr. Vijay M. Chaudhary	M.A.	Associate Professor	Gujarati Literature	20 Years	--

11. List of senior visiting faculty

- a. Prof. Renuka Master
- b. Dr. Vipinbhai Kikani

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty

Nil

13. Student -Teacher Ratio (programme wise)

B.A.: 50:1
B.Com:21:1
M.A: 4:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Common Administrative Staff.

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

Dr. Rujuta C. Gandhi: M.A. M.Lib.Sc., Ph.D.
Ms. Hema D. Dave: M.A.

Mr. Vijay M. Chaudhary – M.A.

16. Number of faculty with ongoing projects from

a) National: Nil

b) International funding agencies and grants received : Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received

Nil

18. Research Centre /facility recognized by the University

Dr. Rujuta C. Gandhi has been recognized by the university as guide for M.Phil and Ph.D.

19. Publications:

- a) Publication per faculty

- Number of papers published in peer reviewed journals (national / international) by faculty and students:

Faculty: Nil

Students: Nil

- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) – Nil

- Monographs: Nil

- Chapter in Books: Nil

- Books Edited: Nil

- Books with ISBN/ISSN numbers with details of publishers: Nil

- Citation Index: Nil

- SNIP: Nil

- SJR: Nil
- Impact factor: Nil
- h-index: Nil

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

- a) National committees : Nil
- b) International Committees: Nil
- c) Editorial Boards : 01

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme: Nil
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: Nil

23. Awards/ Recognitions received by faculty and students:

Dr. Rujuta C. Gandhi received recognition as Supervising Teacher for Ph.D. degree in the subject of Gujarati under the Faculty of Arts from Nov. 2009 onwards dated October 6, 2009 vide Academic Resolution No.73 dt. 29/08/2009 and Syndicate Resolution No. 21 dt.1/10/2009

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

1. Dr. Daxesh Thakkar, Vice Chancellor, Veer Narmad South Gujarat University.
2. Dr. JagdishGurjar, Dean, Faculty of Arts, Veer Narmad South Gujarat University.

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	
F.Y.B.A.	52	52	08	44	97.82
S.Y.B.A.	70	70	10	60	94.91
T.Y.B.A.	52	52	09	43	96.15
M.A.I	*	53	--	53	100.00
M.A.II	*	60	--	60	96.67
F.Y.B.A (Comp)	49	49	07	42	95.45
S.Y.B.A. (Comp)	73	73	14	59	95.65
T.Y.B.A (Comp)	64	64	06	58	98.44

*M=Male F=Female

*Arts (PG) faculty has centralized admission process at entry level so the colleges do not receive applications for admission and in the consecutive years the same no. of students are granted admission

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.	99%	1%	--
M.A.	100%	--	--

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

Data not available.

29. Student progression:

The college is yet to develop a mechanism to record of student progression.

30. Details of Infrastructural facilities

- Library: Common Library for UG and separate library for PG
- Internet facilities for Staff & Students:

Wi-Fi facility is provided to the staff and students on the campus. All the computers in the college have internet connectivity. The faculties have been given laptops and the students have computers with internet in the class rooms, library and in the computer lab.

c) Class rooms with ICT facility: All 20 class rooms of the college are ICT enabled.

d) Laboratories:

1. Digital Education and Learning Lab for all students.
2. Computer Lab

31. Number of students receiving financial assistance from college, university, government or other agencies: 697 students of the college received financial assistance from the state government, college and other institutes.

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: Nil

33. Teaching methods adopted to improve student learning:

- Power Point Presentations
- Group Discussions
- Lectures
- Role Play
- Movies and slides
- Assignments

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

The UG students participate in the activities of NSS and NCC.

Ms. Amita Prajapati of M.A. SemIV has taught for 5 years in Vanvasi Kalyan Dr. Ambedkar Trust, Managed by Shri Madhav Abhyasika. She also worked with Rashtra Sevika Samiti for Women Empowerment. She has also been a trainer for three times in Women Empowerment. She joined the movements of Swami Vivekanand Life Message and Bharat Jago: Vishwa Jagao.

35. SWOC analysis of the department and Future plans:

Strength: Good Academic result, Creative writing, Good Communication Network.

Weakness: No research projects, Less use of computer.

Opportunities: Good scope for research work and creative writing

Challenges: ICT in Regional Language

Future Plans: National International Seminars, Lectures by experts.

1. Name of the department : Hindi

2. Year of Establishment: 1991

3. Names of Programmes / Courses offered:

UG: B.A. Subsidiary

4. Names of Interdisciplinary courses and the departments/units involved:

Nil

5. Annual/ semester/choice based credit system (programme wise):

B.A. - Semester and Choice Based Credit System

6. Participation of the department in the courses offered by other departments:

Nil

7. Courses in collaboration with other universities, industries, foreign institutions, etc.:

Nil

8. Details of courses/programmes discontinued (if any) with reasons:

Nil

9. Number of Teaching posts:

Designation	Sanctioned	Filled
Professors	--	--
Associate Professors	01	01
Assistant Professors	--	--

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

Name	Qualification	Designation	Specilization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Mr. Rudranath D. Jha	M.A., M.Phil	Associate Professor	Hindi Literature	23 Years	--

11. List of senior visiting faculty:

Nil

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty:

Nil

13. Student -Teacher Ratio (programme wise):

B.A.: 36:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Common Administrative Staff.

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

Mr. Rudranath D.Jha – M.A., M.Phil

16. Number of faculty with ongoing projects from :

a) National: Nil

b) International funding agencies and grants received : Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received:

Nil

18. Research Centre /facility recognized by the University

Nil

19. Publications:

- a) Publication per faculty
- Number of papers published in peer reviewed journals (national / international) by faculty and students:

Faculty: Nil

Students: Nil

- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) – Nil
- Monographs: Nil
- Chapter in Books: Nil
- Books Edited: Nil
- Books with ISBN/ISSN numbers with details of publishers: Nil
- Citation Index: Nil
- SNIP: Nil
- SJR: Nil
- Impact factor: Nil
- h-index: Nil

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

- a) National committees : Nil
- b) International Committees: Nil
- c) Editorial Boards : Nil

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme: Nil
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: Nil

23. Awards/ Recognitions received by faculty and students:Nil

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

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

- a)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	
F.Y.B.A.	20	20	07	13	100%
S.Y.B.A	16	16	08	08	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.	76%	24%	--

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

Data not available.

29. Student progression:

The college is yet to develop a mechanism to record of student progression.

30. Details of Infrastructural facilities

a) Library: Common Library

b) Internet facilities for Staff & Students:

Wi-Fi facility is provided to the staff and students on the campus.

All the computers in the college have internet connectivity. The faculties have been given laptops and the students have computers with internet in the class rooms, library and in the computer lab.

c) Class rooms with ICT facility: All 20 class rooms of the college are ICT enabled.

d) Laboratories:

1. Digital Education and Learning Lab for all students.

2. Computer Lab

31. Number of students receiving financial assistance from college, university, government or other agencies: 697 students of the college received financial assistance from the state government, college and other institutest.

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: Nil

33. Teaching methods adopted to improve student learning:

- Group Discussions
- Lectures

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

The UG students participate in the activities of NSS and NCC.

35. SWOC analysis of the department and Future plans

Strength: Good infrastructure

Weakness: Less number of students

Opportunities: Scope for value education

Challenges: Single faculty

Future Plans: Introduction of B.A. Hindi Course.

1. Name of the department : Sanskrit

2. Year of Establishment: 1991

3. Names of Programmes / Courses offered:

UG: B.A. (Subordinate & Compulsory)

PG: --

4. Names of Interdisciplinary courses and the departments/units involved

Nil

5. Annual/ semester/choice based credit system (programme wise)

B.A. – Semester and Choice Based Credit System

6. Participation of the department in the courses offered by other departments

Nil

7. Courses in collaboration with other universities, industries, foreign institutions, etc.

Nil

8. Details of courses/programmes discontinued (if any) with reasons

Nil

9. Number of Teaching posts

Designation	Sanctioned	Filled
Professors	--	--
Associate Professors	01	01
Assistant Professors	--	--

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

Name	Qualification	Designation	Specilization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Mr. Narendra B. Bariya	M.A.	Associate Professor	Sanskrit Literature	21 Years	--

11. List of senior visiting faculty:

Nil

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty

Nil

13. Student -Teacher Ratio (programme wise):

B.A.: 210:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled:

Common Administrative Staff.

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

Mr. Narendra B. Bariya – M.A.

16. Number of faculty with ongoing projects from National & International funding agencies and grants received : Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received:

Nil

18. Research Centre /facility recognized by the University:

Nil

19. Publications:

- a) Publication per faculty
- Number of papers published in peer reviewed journals (national / international) by faculty and students:

Faculty: Nil

Students: Nil

- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) – Nil
- Monographs: Nil
- Chapter in Books: Nil
- Books Edited: Nil
- Books with ISBN/ISSN numbers with details of publishers: Nil
- Citation Index: Nil
- SNIP: Nil
- SJR: Nil
- Impact factor: Nil
- h-index: Nil

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

- a) National committees : Nil

- b) International Committees: Nil
 c) Editorial Boards : Nil

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme: Nil
 b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: Nil

23. Awards/ Recognitions received by faculty and students:

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

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

- a)National: Nil
 b)International: Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
F.Y.B.A.	32	32	01	31	93.55
S.Y.B.A.	69	69	27	42	90.69
F.Y.B.A. Comp.	109	109	22	87	96.15

*M=Male F=Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A	100%	--	--

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

Data is not available.

29. Student progression:

The college is yet to develop a mechanism to record student progression.

30. Details of Infrastructural facilities

a) Library: Common Library

b) Internet facilities for Staff & Students:

Wi-Fi facility is provided to the staff and students on the campus. All the computers in the college have internet connectivity. The faculties have been given laptops and the students have computers with internet in the class rooms, library and in the computer lab.

c) Class rooms with ICT facility: All 20 class rooms of the college are ICT enabled.

d) Laboratories:

1. Digital Education and Learning Lab for all students.
2. Computer Lab

31. Number of students receiving financial assistance from college, university, government or other agencies:

697 students of the college received financial assistance from the state government, college and other institutes.

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: Nil

33. Teaching methods adopted to improve student learning:

- Power Point Presentations
- Group Discussions
- Lectures
- Quizzes

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

The UG students participate in the activities of NSS and NCC.

35. SWOC analysis of the department and Future plans

Strength: Infrastructure facilities

Weakness: Single faculty, less students

Opportunities: Online learning, creation of blogs.

Challenges: Sanskrit Principal not offered by the college and therefore no scope for P.G Centre.

Future Plans: Introduction of B.A. Sanskrit Course.

1. Name of the department : Sociology

2. Year of Establishment: 1991

3. Names of Programmes / Courses offered:

UG: B.A. Subsidiary

4. Names of Interdisciplinary courses and the departments/units involved:

Nil

5. Annual/ semester/choice based credit system (programme wise):

B.A. – Semester and Choice Based Credit System

6. Participation of the department in the courses offered by other departments:

Nil

7. Courses in collaboration with other universities, industries, foreign institutions, etc.:

Nil

8. Details of courses/programmes discontinued (if any) with reasons:

Nil

9. Number of Teaching posts:

Designation	Sanctioned	Filled
Professors	--	--
Associate Professors	01	01
Assistant Professors	--	--

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

Name	Qualification	Designation	Specilization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Mr. Harshad B. Patel	M.A., B.Ed.	Associate Professor	Sociology	24 Years	--

11. List of senior visiting faculty

Nil

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty

Nil

13. Student -Teacher Ratio (programme wise)

B.A.: 149:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Common Administrative Staff.

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

Mr. Harshad B. Patel – M.A., B.Ed.

16. Number of faculty with ongoing projects from

a) National: Nil

b) International funding agencies and grants received : Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received

Nil

18. Research Centre /facility recognized by the University

Nil

19. Publications:

- a) Publication per faculty
- Number of papers published in peer reviewed journals (national / international) by faculty and students:

Faculty: Nil

Students: Nil

- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)
- Monographs: Nil
- Chapter in Books: Nil
- Books Edited: Nil
- Books with ISBN/ISSN numbers with details of publishers: Nil
- Citation Index: Nil
- SNIP: Nil
- SJR: Nil
- Impact factor: Nil
- h-index: Nil

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

- a) National committees : Nil
- b) International Committees: Nil
- c) Editorial Boards : Nil

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme: Nil
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: Nil

23. Awards/ Recognitions received by faculty and students: Nil

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

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

- a)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	
F.Y.B.A.	58	58	15	43	96.55
S.Y.B.A.	91	91	19	72	96.62

*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	100%	--	--

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?
Data not available.

29. Student progression:

The college is yet to develop a mechanism to record student progression.

30. Details of Infrastructural facilities

a) Library: Common Library

b) Internet facilities for Staff & Students:

Wi-Fi facility is provided to the staff and students on the campus. All the computers in the college have internet connectivity. The faculties have been given laptops and the students have computers with internet in the class rooms, library and in the computer lab.

c) Class rooms with ICT facility: All 20 class rooms of the college are ICT enabled.

d) Laboratories:

1. Digital Education and Learning Lab for all students.
2. Computer Lab

31. Number of students receiving financial assistance from college, university, government or other agencies: 697 students of the college received financial assistance from the state government, college and other institutes.

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: Nil

33. Teaching methods adopted to improve student learning:

- Group Discussions
- Lectures

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

The UG students participate in the activities of NSS and NCC.

35. SWOC analysis of the department and Future plans

Strength: Good infrastructure, good academic results

Weakness: Single Faculty, less work load, Less use of ICT

Opportunities: Short term courses can be offered

Challenges: Use of English Language

Future Plans: Research Projects, Use of ICT

1. Name of the department: Environmental Studies (Inter Disciplinary)

2. Year of Establishment: 1991

3. Names of Programmes / Courses offered:

UG: B.A. (One paper)

B.Com (One paper)

4. Names of Interdisciplinary courses and the departments/units involved:

Nil

5. Annual/ semester/choice based credit system (programme wise):

B.A. & B.Com – Semester and Choice Based Credit System

6. Participation of the department in the courses offered by other departments:

Nil

7. Courses in collaboration with other universities, industries, foreign institutions, etc.:

Nil

8. Details of courses/programmes discontinued (if any) with reasons:

Nil

9. Number of Teaching posts:

Designation	Sanctioned	Filled
Professors	--	--
Associate Professors	--	--
Assistant Professors	01 Part Time	01 Part Time

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

Name	Qualification	Designation	Specilization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Lt. Punita B. Patel	M.A., PGDCA, M.Phil	Assistant Professor (Part Time)	Sanskrit	17 Years	--

11. List of senior visiting faculty:

Nil

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty:

Nil

13. Student -Teacher Ratio (programme wise):

B.A.: 110 :1

B. Com: 330:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Common Administrative Staff.

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

Lt. Punita B. Patel– M.A., PGDCA, M.Phil

16. Number of faculty with ongoing projects from :

a) National: Nil

b) International funding agencies and grants received : Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received:

Nil

18. Research Centre /facility recognized by the University

Nil

19. Publications:

- a) Publication per faculty
- Number of papers published in peer reviewed journals (national / international) by faculty and students:

Faculty: 01

Students: Nil

- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) – Nil
- Monographs: Nil
- Chapter in Books: Nil
- Books Edited: Nil
- Books with ISBN/ISSN numbers with details of publishers: Nil
- Citation Index: Nil
- SNIP: Nil
- SJR: Nil
- Impact factor: Nil

- h-index: Nil

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

- a) National committees : Nil
- b) International Committees: Nil
- c) Editorial Boards : Nil

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme: Nil
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: Nil

23. Awards/ Recognitions received by faculty and students:

- Lt. Punita B. Patel was conferred the rank of Lieutenant.
- Lt. Punita B. Patel was Awarded the Best Associate NCC Officer

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

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

- a)National: Nil
- b)International: Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
F.Y.B.A.	110	110	23	87	96.55%
F.Y. B.Com	*	659	332	327	87.22%

*M=Male *F=Female

27. Diversity of Students

Name of the Course	% of students from the	% of students from other States	% of students from abroad
--------------------	------------------------	---------------------------------	---------------------------

	same state		
B.A.	99%	01%	--
B.Com	99%	01%	--

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

Data not available.

29. Student progression:

The college is yet to develop a mechanism to record of student progression.

30. Details of Infrastructural facilities

a) Library: Common Library

b) Internet facilities for Staff & Students:

Wi-Fi facility is provided to the staff and students on the campus. All the computers in the college have internet connectivity. The faculties have been given laptops and the students have computers with internet in the class rooms, library and in the computer lab.

c) Class rooms with ICT facility: All 20 class rooms of the college are ICT enabled.

d) Laboratories:

1. Digital Education and Learning Lab for all students.
2. Computer Lab

31. Number of students receiving financial assistance from college, university, government or other agencies: 697 students of the college received financial assistance from the state government, college and other institutes.

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: Nil

33. Teaching methods adopted to improve student learning:

- Power Point Presentations

- Group Discussions
- Lectures

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

The UG students participate in the activities of NSS and NCC.

35. SWOC analysis of the department and Future plans

Strength: Good infrastructure

Weakness: No specialization

Opportunity: Scope for research

Challenge: No specific department.

Future Plans: Seminars on Environmental Protection

1. Name of the department: Physical Education

2. Year of Establishment: 1991

3. Names of Programmes / Courses offered: Nil

4. Names of Interdisciplinary courses and the departments/units involved:

Nil

5. Annual/ semester/choice based credit system (programme wise):

Not Applicable

6. Participation of the department in the courses offered by other departments:

Nil

7. Courses in collaboration with other universities, industries, foreign institutions, etc.:

Nil

8. Details of courses/programmes discontinued (if any) with reasons:

Nil

9. Number of Teaching posts:

Designation	Sanctioned	Filled
Professors	--	--
Associate Professors	01	01
Assistant Professors		

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

Name	Qualification	Designation	Specilization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Rustom N. Sadri	B.Com, D.P.Ed., M.P.E., M.Phil, Ph.D	Associate Proffessor	Track & Field	21 Years	--

11. List of senior visiting faculty:

Nil

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty:

Nil

13. Student -Teacher Ratio (programme wise):

Not Applicable

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Common Administrative Staff.

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

Dr. Rustom N. Sadri – B.Com, D.P.Ed., M.P.E., M.Phil, Ph.D

16. Number of faculty with ongoing projects from :

a) National: Nil

b) International funding agencies and grants received : Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received:

Nil

18. Research Centre /facility recognized by the University

Dr. Rushtom R. Sadri has been recognized as an M.Phil Guide

19. Publications:

- a) Publication per faculty
- Number of papers published in peer reviewed journals (national / international) by faculty and students:

Faculty: Nil

Students: Nil

- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) – Nil
- Monographs: Nil
- Chapter in Books: Nil
- Books Edited: Nil
- Books with ISBN/ISSN numbers with details of publishers: Nil
- Citation Index: Nil
- SNIP: Nil
- SJR: Nil
- Impact factor: Nil
- h-index: Nil

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

- a) National committees : Nil
- b) International Committees: Nil
- c) Editorial Boards : Nil

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme: Nil
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: Nil

23. Awards/ Recognitions received by faculty and students:Nil

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

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

- a)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	
--	--	--	--	--	--

*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
--	--	--	--

28. How many students have cleared national and state competitive examinations

such as NET, SLET, GATE, Civil services, Defense services, etc.?

Data not available.

29. Student progression:

The college is yet to develop a mechanism to record of student progression.

30. Details of Infrastructural facilities

a) Library: Common Library

b) Internet facilities for Staff & Students:

Wi-Fi facility is provided to the staff and students on the campus. All the computers in the college have internet connectivity. The faculties have been given laptops and the students have computers with internet in the class rooms, library and in the computer lab.

c) Class rooms with ICT facility: All 20 class rooms of the college are ICT enabled.

d) Laboratories:

1. Digital Education and Learning Lab for all students.
2. Computer Lab

31. Number of students receiving financial assistance from college, university, government or other agencies: 697 students of the college received financial assistance from the state government, college and other institutest.

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: Nil

33. Teaching methods adopted to improve student learning:

Not Applicable

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

The UG students participate in the activities of NSS and NCC.

35. SWOC analysis of the department and Future plans

Strength: Good infrastructure

Weakness: Lack of a large play ground

Opportunities: Scope for national and international levels of participation

Challenges: Practice with limited facilities

Future Plans: Inclusion of more sports activities



**Post-accreditation
Initiatives**

Post Accreditation Initiatives

Though the term 'quality' was not new to J.Z. Shah Arts & H.P. Desai Commerce College since its establishment, it assumed profundity and vitality after its first cycle of accreditation in March 2008. The qualitative analysis undertaken by the Peer Team and the suggestions provided by them helped the institution advance with clarity and intensity. A number of measures have been taken to sustain and enhance quality in line with the vision of the college.

The enrichment of the students in academic and developmental activities has been the main focus during the last four years. The most tangible quality enhancement measure taken by the college was in developing ICT enabled class rooms and ensuring ICT based teaching and learning. The institution realized the pulse of the new generation and equipped all the class rooms with LCD Projectors with Screens, Computers, LCD TVs, Internet connectivity and Microphones. Teaching was tough with traditional methods in the overcrowded class rooms. Laptops were given to all teachers to attract them to ICT and gradually the teaching learning process shifted to the ICT mode. This improved the quality of presentation and also enhanced better reception. Relevant websites were suggested for reference and the students could visit the sites in their class room itself. Wi-Fi facility was also provided so that students could browse the net on their mobile phones/laptops/i-pads. The college also purchased 4 interactive white boards for advanced teaching and learning.

Another measure taken by the college is the remedial coaching given to SC/ST/OBC and the weak students of the college. In the year 2009 -10 class wise remedial coaching by the regular teaching staff was arranged. But later, the college changed the policy and arranged additional lectures by ad-hoc staff in all UG classes. When a teacher went on leave or engaged in developmental activities the ad-hoc teachers engaged his/her students. Thus the college made it sure that the students got minimum four hours' direct teaching every day. The ad-hoc teachers were paid by the college.

In order to prepare teachers for the vast changes in the field of education and to improve their potentiality the college sent teachers for capacity building programmes. Most of the teachers participated in the six day residential training programme organized by Knowledge Consortium of Gujarat (KCG). The college hosted a Capability Building Programme by KCG in which the remaining teachers were trained along with teachers from various other colleges. Moreover, the college organized a special Faculty Improvement Programme for three days

for the teachers as well as the administrative staff. The aim was to motivate, revamp and revitalize the staff in their profession.

The institution encouraged staff participation in seminars and conferences at State, National and International levels. Without reluctance teachers were granted leave for participation even in large numbers. As per UGC (PTAC) norms only 20 percent of the teachers are allowed to participate and present papers in a year. But the college sent its staff for seminars and conferences bearing the expenses provided they presented research papers.

In the year 2008 – 09 Dr. Babasaheb Ambedkar Open University offered to provide 25 computers for the establishment of a Digital English Language Lab (DELL) on condition that the college has a fix room with specific infrastructure for the purpose. The college furnished one of its rooms as per instructions, received 25 computers from Dr. Babasaheb Ambedkar Open University and established the Language Lab.

A very significant step taken by the college was the Computer Literacy and Communication Skills Drive. It was made mandatory for all students of the college to be trained in the Language Lab. Thus every student of the college has been trained and has passed different levels of examination conducted by SCOPE – Society for Creation of Opportunities and Proficiency in English, a Govt. of Gujarat initiative. In addition, short term computer courses like Tally were also introduced with the help of outside agencies.

A rich library is the soul of every educational institution. The college has tried its best to enrich the library in order to enlighten the knowledge thirsty students. 10723 books (Rs. 23,50,465/-) including reference books were purchased during the last five years and Rs. 83120/- was spent on journals and periodicals. A separate PG library cum reading room has been constructed where the Post Graduate students can have easy access to the books of their choice. Moreover, INFLIBNET and DELNET have been subscribed to for the staff and students of the college for online reference. Every student and teacher has a separate ID and password for using the e- resources.

For on line administration the college has installed the ERP package e-Mahavidyalaya which records the academic and administrative data of the college. Online attendance and online fee payment are just two of the many facilities the software provides.

For collecting feedback from students, Jaimini software was developed by a faculty member. The software was used in 2008 – 09 but it was abandoned later on account of staff dissatisfaction. However, feedback on the curriculum and the institution is collected every year and the responses are analyzed. The report of the analysis is placed on the staff notice board and put for discussion in the staff meetings.

Realizing the institution's responsibility to keep the stakeholders informed of the activities and developments in the college a News Letter – SPARK – was introduced in 2009 – 10. This half yearly News Letter keeps a perfect record of all the activities and developments in the college in chronological order.

Sports and cultural activities were at the peak during the last four years. A number of inter collegiate competitions were organized in the college and all the colleges under the university were informed through e- mail, letters and also on phone. Reputed experts were invited to judge the students' performance and their comments were of great help to the talented participants. Prior to the competitions at inter collegiate level, inter class competitions were conducted in the college to help students come out with their potential innovations. The winners in the inter class competitions were nominated for inter collegiate competitions. Until 2008 – 09 girls never participated in the sports activities. However, in the years that followed, girls' participation was ensured and encouraged. Thus the girls also actively participate in the sports activities. The blind students also have been encouraged to participate in sports activities. Mr. Vanit V. Gamit won Bronze Medal in Javelin Throw & Ms. Nita S. Vasava won Bronze Medal in Discus Throw at Indian Blind National Sports Meet Delhi. A calendar of activities was prepared before the beginning of every academic year and it was published in the prospectus, placed on the notice board and also uploaded on the college website.

Career guidance and placement services were intensified during the last four years. The Career Guidance Club organized seminars, workshops and training programmes to prepare students for the best opportunities. The Trust organized two job fairs in which thousands of students from various colleges participated. The club also organized various activities under UDISHA (Universal Development of Integrated employability Skills through Higher education Agencies), a state government placement cell.

Student support activities were also increased in the last four years. The 'Earn while Learn' scheme of the college has been providing opportunity to the poor and needy students to earn along with their studies. These students help the college administration in the Electronic Data Processing Centre (Room No. 22).

Since 2008 – 09 three hundred and two students (302) have benefitted from this scheme and the college has spent Rs. 1234625/- till this year by way of remuneration.

Inclusiveness of the blind students is another significant student support initiative taken by the college. The college provides special facilities for the education of the blind and invites all blind students to join the college. The blind school, and the colleges in the city are informed of this facility and they are requested to send the blind students to this college. In the current academic year 25 blind students have been enrolled and the college has arranged residential arrangement for them with the help of *Viklaang Shikshan Seva Trust*. The college has given three computers and 16 i-pods for the blind and their fee have been waived off.

The college hosted a three day workshop for college students organized by UDISHA, a state government placement cell in October 2012 and a large number of students participated in it. The NSS volunteers were sent for a Legal Awareness Programme and their fee was borne by the college. The Gujarati Sahitya Sabha nominates students for various activities outside the college and their fees are also borne by the college. The expenditure for NCC activities/ requirements is also borne by the college. Every student is insured under life policy of New India Assurance Company and the premium is paid by the college. If any poor student's vehicle is damaged in the campus, the college bears the expense for repairing. If any student accomplishes great achievements during the course of their study, the college refunds his or her fees. If a student of the self financed class obtains 65% or more marks in the university examination, she is absorbed in the grant in - aid - college. If any organization/institution offers scholarship to students, the college informs the students concerned and urges them to take the benefit.

The Internal Quality Assurance Cell, formed in 2009, played the lead role in planning and implementing the quality measures of the institution. Formal and casual meetings of the IQAC conducted from time to time had discussions on the activities to be undertaken.

In order to nurture in students a sense of their social responsibility the NSS volunteers conducted different activities. They visited the leprosy centre and contributed Rs. 5000/- for the patients. They also visited Aashiyana, a school for the mentally challenged children, run by Manav Charitable Trust. The children were given food for a day.

The NSS volunteers have also taken up an Adult Literacy Programme and they conduct evening classes for the illiterate adults on the college campus.

For the optimum utilization of the infrastructure facilities, the college introduced five new PG programmes and also launched a Women's Additional Afternoon Class. With the glorious purpose of women empowerment, only girls are given admission in the PG classes. In the current year the college has a total student strength of 3405 out of which 2593 are girls. Maximizing the use of infrastructure, the campus facilities are offered for conducting NCC camps from time to time.

Semester and Choice Based Credit System was introduced first in PG in the year 2010 – 11 and then in UG in the year 2011 – 12 as per the instructions from the affiliating university. This necessitated continuous and comprehensive evaluation methods in the curriculum. A model test was conducted in the current year as a preparatory for the internal examination.

As far as the use of technology is concerned, the college advanced a lot during the last four years. Communication with staff and students is done mainly through e-mails and SMS. The college website is updated regularly and the stakeholders get latest information. The college has opened an account on Facebook and the photographs, notices, time table etc. are shared with the students. Videos of important activities/ functions in the college are uploaded on you tube for the stakeholders. The Saptadhara portal of the college was launched to co-ordinate activities of the Gujarat government provides information on the activities held every year under its seven streams.

A number of innovative practices have been implemented during the last four years. The college conducts prize distribution programmes two times a year. The highest scorers in the internal evaluation are felicitated in the class with certificates and awards. The answer books of the highest scorers are copied and kept in the library for other students to refer to. The students are given text books of all classes and they are allowed to keep the books for 15 days without penalty. Books for general reading like novels can be taken against a deposit which is refunded when the book is returned. Appreciation letters are sent to any teacher anywhere in South Gujarat when they are awarded M.Phil or Ph.D or when they are elected or selected to any important bodies. Cleanliness is always ensured and the college has employed a large number of support staff for this purpose. Thus the college is marching ahead in the direction of Total Quality and the standards laid down by institutions like NAAC will surely help reach the destination.



Enclosures

Enclosure :- 1 : 2(f) & 12 B

UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG
NEW DELHI 110 002.

No. F.8-35/98 (CPP-I)

June, 2000

The Registrar,
South Gujarat University,
University Campus, Udhna-Magdalla Road,
Surat-395 007.

23 JUN 2000

Subject:- List of Colleges prepared under Section 2(f) and 12-B of the UGC Act, 1956.-Inclusion of New Colleges.

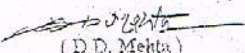
Sir,

I am directed to refer to letter No. 008/1999-2000 dated 14th March, 2000 received from the Principal, J.Z. Shah Arts & H.P. Desai Commerce College, Amroli on the above subject and to say that the name of the following College has been included in the above list under Non-Government Colleges teaching upto Bachelor's Degree:-

<u>Name of the College</u>	<u>Year of Establishment</u>	<u>Remarks</u>
J.Z. Shah Arts & H.P. Desai Commerce College, Amroli, T.A-Choryasi, District-Surat (Gujarat). (Siri J.B. Shah)	1993	The College is eligible to receive Central assistance in terms of the rules framed under Section 12-B of the UGC Act, 1956.

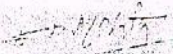
The Indemnity Bond and other documents in respect of the above College have been accepted by the Commission.

Yours faithfully,


(D.D. Mehta)
Under Secretary

Copy forwarded to:-

1. The Principal, J.Z. Shah & H.P. Desai Commerce College, Amroli, T.A-Choryasi, District-Surat (Gujarat).
2. The Secretary, Government of India, Ministry of Human-Resource Development, (Department of Education), T-14 Section, Shastri Bhavan, New Delhi.
3. Joint Secretary, UGC Western Regional Office, Ganeshkhadd, Poona University Campus, Pune (Maharashtra)-411 007.
4. All Sections, UGC.
5. Section Officer (FD-III Section) UGC, New Delhi.
6. D.T.P. Cell, UGC, New Delhi.
7. Grant file.


(D.D. Mehta)
Under Secretary

Enclosure :- 2 : Accreditation Certificate



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद
विश्वविद्यालय अनुदान आयोग का स्वायत्त 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
J. Z. Shah Arts and H. P. Desai Commerce College
Amroli P.O., Dist. Surat, affiliated to
Veer Narmad South Gujarat University, Gujarat as
Accredited
with a CGPA of 2.27 on four point scale
at B grade.*

Date : March 28, 2008



HARSH
Director

Enclosure :- 3 : Peer Team Report

PEER TEAM REPORT ON


Institutional Accreditation of

J. Z. Shah Arts & H. P. Desai Commerce College, Amroli – Surat. (State: Gujarat.)

Section I: General	Information
1.1 Name & Address of the Institution:	J.Z. Shah Arts & H.P. Desai Commerce College, St. Utran (W.R.), Amroli – Surat, 394107, Gujarat.
1.2 Year of Establishment:	1991
1.3 Current Academic Activities at the Institution (Numbers):	
• Faculties / Schools:	02 (Two)
• Departments / Centres:	14 (Fourteen)
• Programmes / Courses Offered:	04 (Four)
• Permanent Faculty Members:	27 (Twenty seven)
• Permanent Part-time Faculty Members paid by the government:	03 (Three)
• Permanent Support Staff:	15 (Fifteen)
• Students:	2457 (Two thousand four hundred fifty seven)
1.4 Three major features in the institutional Context (As perceived by the Peer Team):	<ul style="list-style-type: none">• A grant – in – aid co - education college located in a campus of 2.9 acres along with two other self financed colleges and three schools run by the same management in adjacent buildings. Programmes offered include B.Com., M.Com., B.A. Economics and B.A. Gujarati.• Infrastructure/buildings provided out of mostly the philanthropic contribution; college/building named after the donors.• Large number of students (around 2500); classes conducted on shift system in staggering; commerce faculty in the morning and the arts faculty in the afternoon.
1.5 Dates of the visit of the Peer Team (A detailed visit schedule may be included as Annexure):	25 th & 26 th February 2008

C. Shanganath
26/2/08

1.6 Composition of the Peer Team which undertook the on-site visit:	
Chairperson	Prof. C. Thangamuthu
Member & NAAC Co-ordinator	Sr. M. Albina
Member	Dr. P. Prakash


26/2

Section II: CRITERION WISE ANALYSIS	Observations (Strengths and/or Weaknesses) on Key – Aspects <i>(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)</i>
2.1 Curricular Aspects:	
2.1.1 Curricular Design & Development:	<ul style="list-style-type: none"> • University directs the curriculum development. • Five teachers are members of University Board of Studies in Commerce and Arts and participate in curriculum development.
2.1.2 Academic Flexibility:	<ul style="list-style-type: none"> • There is little academic flexibility. • Programmes options are limited.
2.1.3 Feedback on Curriculum	<ul style="list-style-type: none"> • No structured feedback on curriculum from students/peer/parents.
2.1.4 Curriculum Update	<ul style="list-style-type: none"> • Syllabi revised periodically by the university.
2.1.5 Best Practices in Curricular Aspects (If any):	<ul style="list-style-type: none"> • Aailed programmes initiated by the Government and municipal corporation on English language proficiency and career/entrepreneurship development respectively.
2.2 Teaching – Learning & Evaluation:	
2.2.1 Admission Process & Student Profile	<ul style="list-style-type: none"> • Transparent admission procedures by the university. • Admission caters to the needs of all strata, according to Government policy. • College does not have any say in admission procedure as far as B.Com/M.Com are concerned.
2.2.2 Catering to the Diverse Needs:	<ul style="list-style-type: none"> • Advanced learners do not have facility for better performance. • Remedial courses are not conducted for weak learners. • No bridge courses are organized.
2.2.3 Teaching – Learning Process:	<ul style="list-style-type: none"> • Predominately lecture method. • Assignments/projects done. • Little use of ICT for internal assessment in teaching – learning.
2.2.4 Teacher Quality:	<ul style="list-style-type: none"> • Five Teachers are with Ph.Ds. and Seven M.Phils. qualifications, Some Teachers appointed prior to U.G.C.

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	<p>norms (1996) have not qualified beyond P.G.</p> <ul style="list-style-type: none"> • Medium of instruction being mostly Gujarati, some Teachers lack proficiency in English. • Some teachers only are computer savvy; experience in ICT handling is confined to some faculty.
2.2.5 Evaluation Process & Reforms:	<ul style="list-style-type: none"> • Institution has provision for internal evaluation of 30 percent per paper. • Internal evaluation is regular; test is conducted as per university norms. • Students Grievance cell has been instituted recently.
2.2.6 Best Practices in Teaching – Learning and Evaluation (If any):	<ul style="list-style-type: none"> • Group assignments/project under internal assessment. • Seminars arranged using multimedia facility available in the college.
2.3 Research, Consultancy & Extension:	
2.3.1 Promotion of Research:	<ul style="list-style-type: none"> • No support from management in promoting research. • Potential for consultancy in the region exists.
2.3.2 Research and Publications Output:	<ul style="list-style-type: none"> • Some books published by Commerce and Gujarati faculty. • No publication in referred journal. • No research projects, either major or minor.
2.3.3 Consultancy:	<ul style="list-style-type: none"> • Faculty need to be encouraged for consultancy work, particularly when the institution has good concentrates of corporate firms/industries.
2.3.4 Extension Activities:	<ul style="list-style-type: none"> • College 5 N.S.S. Units and one N.C.C. unit for girls. Both are active. • Active contribution during period of natural calamities.
2.3.5 Collaborations:	<ul style="list-style-type: none"> • Institution need to take up academic and industry collaborated programmes. • Little collaboration/linkages with industries.
2.3.6 Best Practices in Research, Consultancy & Extension (If any):	<ul style="list-style-type: none"> • Award winners are publicly honored. • Awards won for Blood donation by the N.S.S. continuously at the university level. • Students actively participated in community outreach programmes viz

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	AIDS, Epidemics, Earthquakes, Floods, etc. help out during periods of natural calamity.
2.4 Infrastructure & Learning Resources:	
2.4.1 Physical Facilities for Learning:	<ul style="list-style-type: none"> • Optimum utilization of physical facilities. • Classrooms and other existing facilities are satisfactory. • Separate faculty rooms for men & women are required. • Girl students room and gym requires better maintenance.
2.4.2 Maintenance of Infrastructure:	<ul style="list-style-type: none"> • Good maintenance of infrastructure. • Computer centre requires more systems and space.
2.4.3 Library as a Learning Resources:	<ul style="list-style-type: none"> • Good number of text books are available. • Students and staff to be encouraged to utilize the library facilities. • Computerization of library need to be completed. Only one computer with internet connectivity in the library.
2.4.4 ICT as Learning Resources:	<ul style="list-style-type: none"> • College has a website in place. • One L.C.D., one O.H.P. and multimedia hall. • Inadequate number of computers both for staff and students. • Lack of use of ICT in regular teaching; occasional use of L.C.D. during seminars.
2.4.5 Other Facilities:	<ul style="list-style-type: none"> • College lacks hostel and canteen facilities. • Playground not available to develop the sports talent among the students.
2.4.6 Best Practices in the development of Infrastructure & Learning Resources (If any):	<ul style="list-style-type: none"> • Effective utilization of existing infrastructural facilities. • Good maintenance of existing physical infrastructure. • Information dissemination is done effectively through prominently placed notice boards and Public Address System placed in the Principal's room.
2.5 Student Support and Progression:	
2.5.1 Student Progression:	<ul style="list-style-type: none"> • Some students enterprising to take part time job during non-class hours. • Because of the strong entrepreneurial

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	<p>background of the region, some alumni members have become entrepreneurs.</p> <ul style="list-style-type: none"> • No track record of monitoring student progression.
2.5.2 Student Support:	<ul style="list-style-type: none"> • No Management scholarships and students support system. • Cultural, N.C.C., N.S.S. Programmes are encouraged; several awards won in cultural events. • Counseling and guidance needs to be introduced in the college. • Group insurance scheme and 'Earn while Learn' scheme introduced for students.
2.5.3 Student Activities:	<ul style="list-style-type: none"> • Indoor game facilities exist but are inadequate. • Participation in cultural events. • Some students centered clubs have been recently launched.
2.5.4 Best Practices in Student Support and Progression (If any):	<ul style="list-style-type: none"> • Earn while Learn scheme for students. • Group insurance coverage. • College level awards for top ten performers in internal evaluation. • Inter collegiate competitions, cultural programmes and youth festivals.
2.6 Governance and Leadership:	
2.6.1 Institutional Vision and Leadership:	<ul style="list-style-type: none"> • College has a good vision statement. • Shared leadership exists. • More staff participation and involvement is required in administration.
2.6.2 Organizational Arrangements:	<ul style="list-style-type: none"> • Principal assisted by several faculty committees. • Management is pro-active in development of new institutions. • There is need for efficient functioning of various committees.
2.6.3 Strategy Development and Deployment:	<ul style="list-style-type: none"> • Perspective plan for development has not been envisaged. • Projection for future development should be well focused. • Future development is constrained on account of lack of physical space.
2.6.4 Human Resource Management:	<ul style="list-style-type: none"> • All the posts-staff teaching and non teaching are filled up. • Faculties potential not utilized to the

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	<p>maximum.</p> <ul style="list-style-type: none"> • Performance appraisal and feedback system to be properly utilized.
2.6.5 Financial Management and Resource Mobilization:	<ul style="list-style-type: none"> • Resources mobilization efforts are good. • Alumni are an asset-financially-have set up multimedia hall. • External audit has been done regularly.
2.6.6 Best Practices in Governance and Leadership (If any):	<ul style="list-style-type: none"> • Resources mobilization efforts are good.
2.7 Innovative Practices:	
2.7.1 Internal Quality Assurance System:	<ul style="list-style-type: none"> • College has initiated quality assurance measures. • Some initiatives recently introduced for quality enhancement; needs to be sustained.
2.7.2 Inclusive Practices:	<ul style="list-style-type: none"> • The Institution has equity for gender and good number of girl students are enrolled for graduation. • College also caters to all the students of different socio-economic strata and the marginalized sections of the society. • Some students are provided with incentives of "Earning" through "Earn while you learn" programmes and few students are beneficiaries of the scheme.
2.7.3 Stakeholder Relationships:	<ul style="list-style-type: none"> • The Institution holds cordial teacher-student relationship. • Alumni donations helped the college to build as multimedia laboratory. • Management is cohesive and contributing to greater access to different levels of education.

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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"> • Maximum utilization of available physical infrastructure by staggering the conduct of commerce programme in the morning and that of Arts faculty in the afternoon; fairly good upkeep and maintenance. • A fairly regular adherence to academic calendar, teaching schedule, conduct of internal assessment tests, as per the university norms; resulting in an impressive record of university examination results. • Some of the student – support measures such as “Earn while Learn” Scheme, group insurance coverage to all the students, participation/awards in cultural competitions at the university level. • The college offering space for conduct of a govt. sponsored programme (“SCOPE”) for training the students in English communication skills, and also for the local city corporation sponsored scheme (“UMEED”) for training in career orientation; both the schemes benefiting the college students, among others. • An impressive Alumni contribution and involvement in the development of the college (as evident from more than Rs. 5 lakh contribution for establishing multimedia facility); generally a philanthropic culture in the region for supporting educational venture, rightly exploited by the management trust.
3.2 Institutional Weaknesses:	<ul style="list-style-type: none"> • Little scope for expansion/diversification, as two other self financed colleges offering B.C.A. and B.Sc. Medical Technology respectively and three schools (from K.G. to School Final) function in the same complex in adjacent/contiguous buildings; lack of space for sports facility and other activities. • On account of staggering/shift system in the college the scope for use of central facilities (computers, library, etc.) and extra-mural activities constrained for both the faculty and students. • With the unwieldy class strength ranging up to 150 admitted in tune with the policy of the Govt./University, little opportunity for giving

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	<p>individual attention to the students.</p> <ul style="list-style-type: none"> • As teaching – learning is mostly through Gujarati Medium, communication skill in English among most of the students is poor (and even among few faculty). • No add-on courses or additional inputs for enriching the curriculum by way of skill/career orientation.
3.3 Institutional Opportunities:	<ul style="list-style-type: none"> • Scope for special thrust on entrepreneurship development in the context of the city (Surat) being one of the leading industry/business hubs. • Opportunity and the need for development of soft skills, particularly the English communication skills, as the medium of instruction is mostly Gujarati (and English language is only an option to be chosen between Gujarati and English, at the collegiate level as per the University regulations). • Opportunity for better sharing of resources with the other two colleges in the campus (run by the same management); for instance, the computers at the BCA college may be thrown open (with extended timings) to impart computer literacy to the students. • Scope for establishing linkages with the industries/business house concentrated in the region, with a view to give professional thrust, including internship, to students. • Opportunity for better resource mobilization for strengthening the facilities, taking due advantage of the alumni and philanthropist support.
3.4 Institutional Challenges	<ul style="list-style-type: none"> • Multi-level educational complex (from KG to PG, that too, offered in close proximity/contiguous buildings), in the absence of any other functional/academic linkages, pose a challenge to providing education level-specific teaching-learning atmosphere. • Crowding and clustering of buildings/institutions in the given campus space has made it impossible for expansion any particular type of education, including common facilities such as sports, Auditorium, etc. • Policy challenge (as reiterated by the college) from the Govt./University that no self-financing programme can be offered on the premises of an aided-college provide little scope/space for going in for additional programmes; and hence the multiplication of self-financing colleges in the next door, to circumvent the policy constraint; unwieldy

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	<p>class size is also a challenge emanating from policy perspective.</p> <ul style="list-style-type: none">• Given the trend of almost discipline specific (not multi-faculty) institution, the possibility of interdisciplinary/credit-based programmes is challenged.• Challenge of providing of enrichment skills (such as soft skills, career orientation, computer literacy etc.) and also remedial programme for weaker students, particularly in the context of large student strength/staggering work-schedule.
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 26/2

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)

- Use of I.C.T. in teaching – learning be substantially strengthened; may be, the e-learning could be a partial remedy for over-sized classes.
- Computer literacy be provided to almost all the students through procuring adequate number of computers with internet connectivity and engaging necessary expertise for the same.
- Library be strengthened with addition of quality reference books/journals, besides providing computers with internet connectivity for a strong e – learning base.
- The students (commerce faculty in particular) be provided additional input (besides the syllabi) by way of e-commerce, training in tally, coaching for C.A., among others.
- A special thrust on soft – skill development by out sourcing expertise may be necessary; establishment of a language lab would go a long way for enriching spoken English skills.
- A rigorous remedial program be initiated for the benefit of weaker / disadvantaged learners.
- Research profile of the faculty be strengthened; the faculty be motivated facilitated with seed money to support to go in for research projects and do quality publications.
- Linkages with industries / business houses be initiated to give a career orientation to the students; summer internship be also explored.
- Sports facilities/ infrastructure be strengthened.
- Students support services including some special support to the poorer students, EDP for promoting new generation entrepreneurs, Career guidance and Counseling, Placement Cell, among others need to be strengthened.

I agree with Observations of the Peer Team as mentioned in this report.



B. Chavale
Signature of the Head of the Institution
PRINCIPAL
J. Z. SHAH ARTS &
H. P. DESAI COMMERCE COLLEGE
AMROLI-394 107. (SURAT)
Seal of the Institution

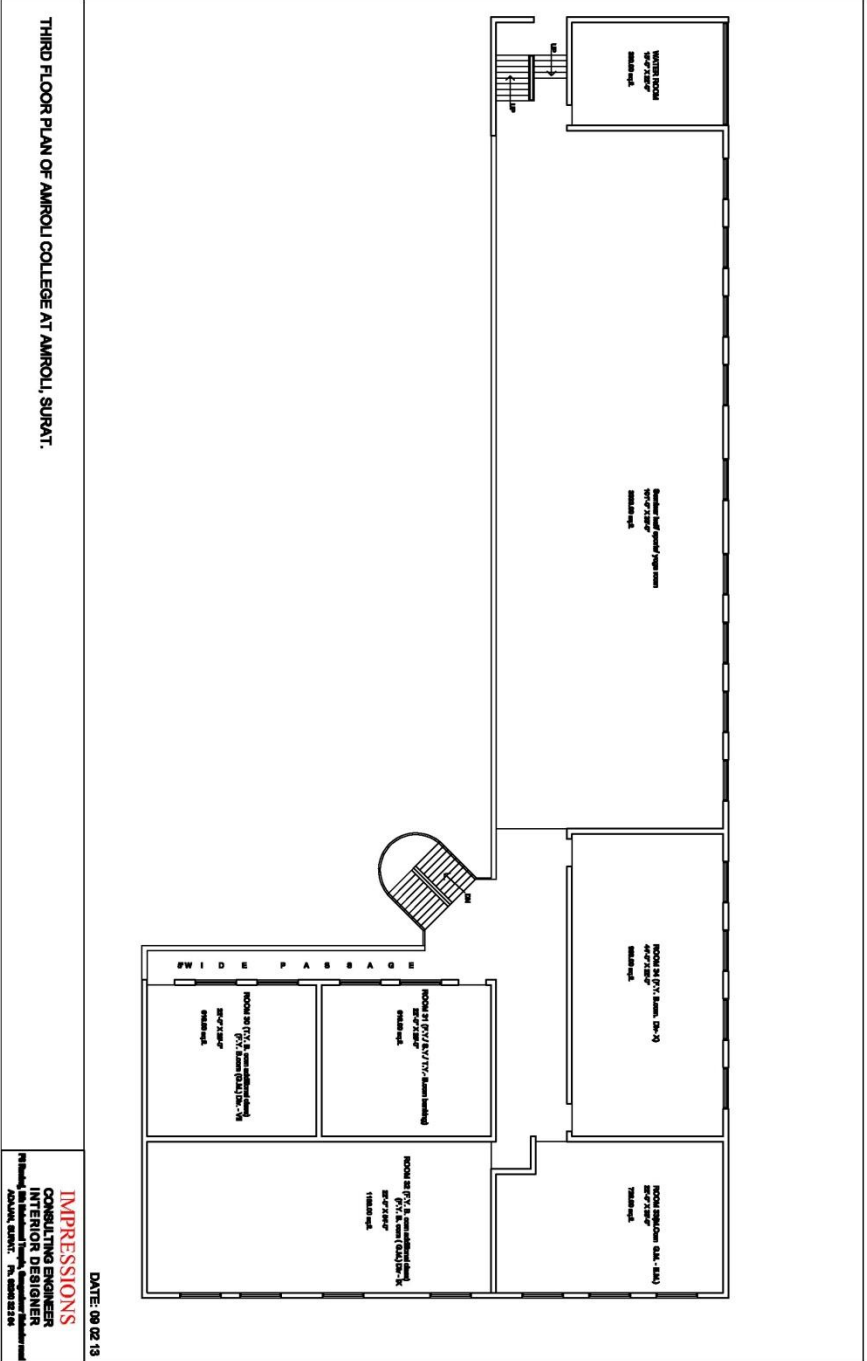
Signatures of the Peer Team Members:

Name and Designation		Signature with date
Prof. C. Thangamuthu	Chairperson	<i>C. Thangamuthu</i> 26/2/08
Sr. M. Albina	Member & NAAC Co-ordinator	<i>Sr. Albina</i> 26/2/08
Dr. P. Prakash	Member	<i>P. Prakash</i> Feb 26, 2008

Place: *Surat*

Date: *26.2.2008*

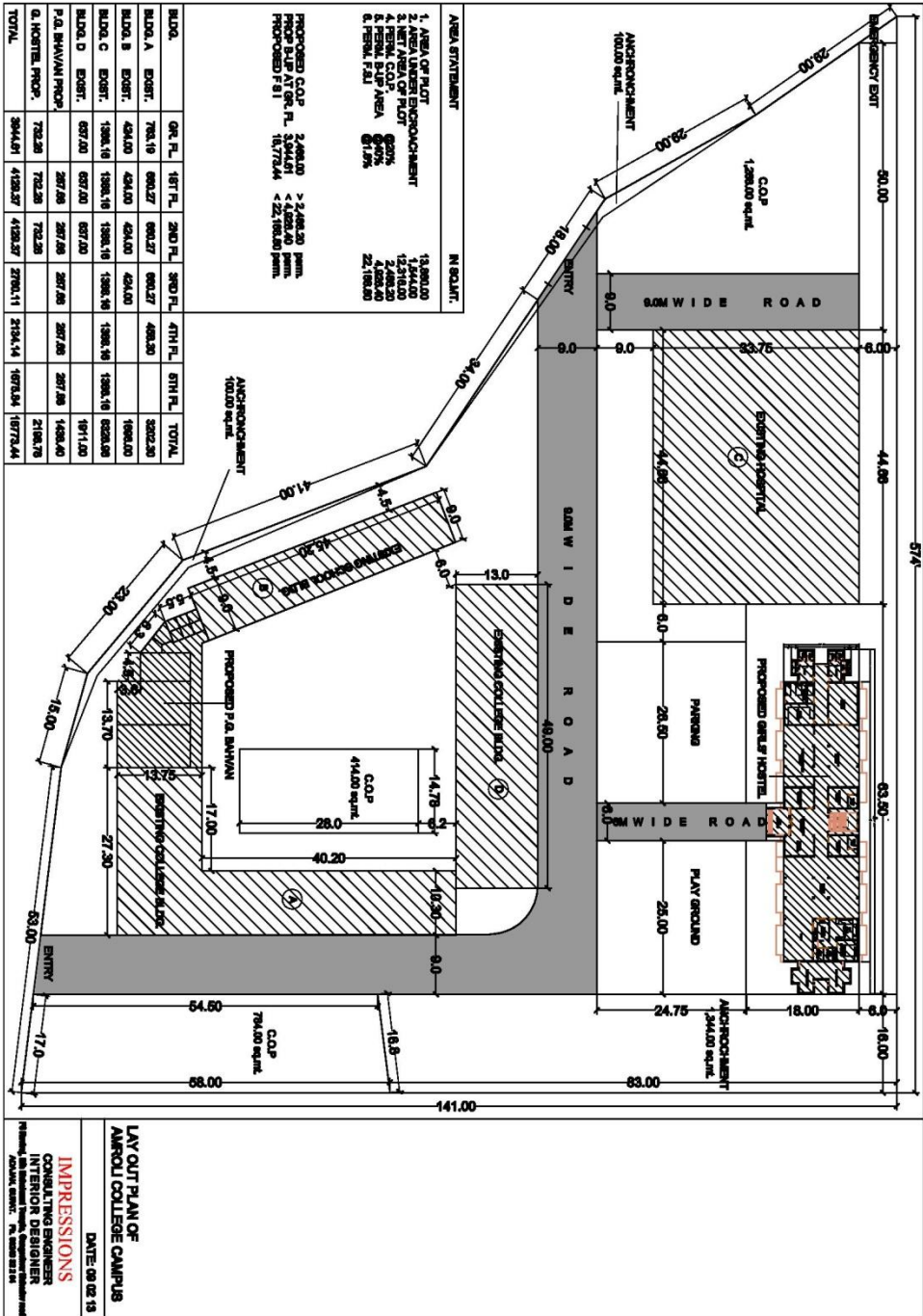
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THIRD FLOOR PLAN OF AMROLI COLLEGE AT AMROLI, SURAT.

DATE: 09.02.13

IMPRESSIONS
 CONSULTING ENGINEER
 INTERIOR DESIGNER
 P/Block, 100, National Highway, Karamba, Gandhinagar
 Ahmedabad, Gujarat. Ph. 9898222290



AREA STATEMENT

1. AREA OF PLOT 13,680.00
2. NET AREA OF PLOT 12,318.00
3. PAVEMENT AREA 2,488.20
4. FRESH C.O.P. 800.00
5. FRESH SUP AREA 22,188.00
6. FRESH P.A. 81.25

PROPOSED C.O.P. 2,488.20 perm.
PROPOSED P.A. 81.25 perm.
PROPOSED SUP AREA 22,188.00 perm.

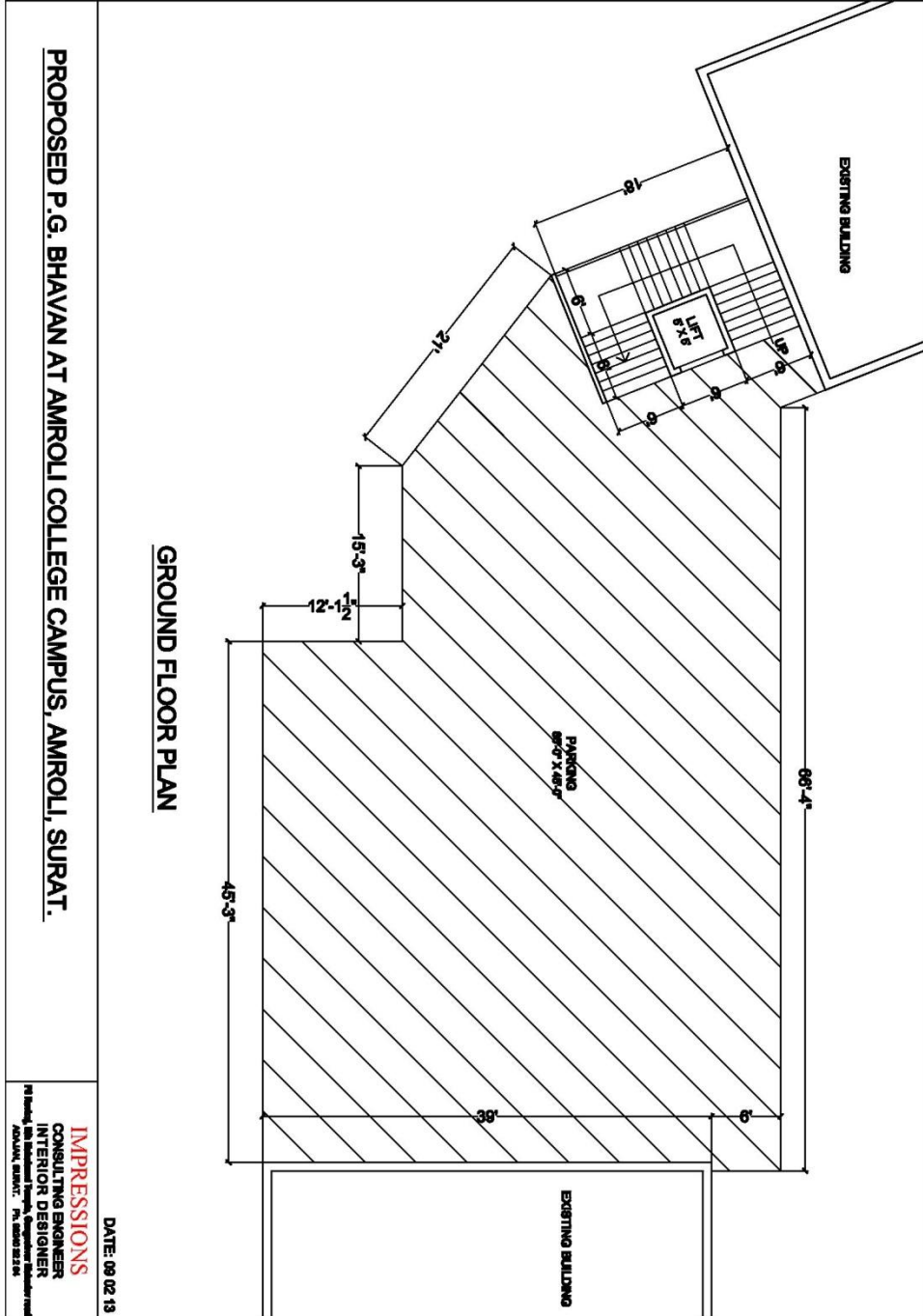
BLOCK	GR. FL.	1ST FL.	2ND FL.	3RD FL.	4TH FL.	5TH FL.	TOTAL
BLOCK A EXHIBT.	784.19	680.27	680.27	680.27	488.50		3893.50
BLOCK B EXHIBT.	424.00	424.00	424.00	424.00			1696.00
BLOCK C EXHIBT.	1588.16	1588.16	1588.16	1588.16	1588.16	1588.16	6352.80
BLOCK D EXHIBT.	697.00	697.00	697.00	697.00	697.00		2788.00
P.A. BHAYAN PROPOSED	782.28	782.28	782.28	782.28	782.28		3104.14
G. HOSTEL PROPOSED	3044.91	4129.27	4129.27	2790.11	1973.54	1973.54	16773.44
TOTAL							

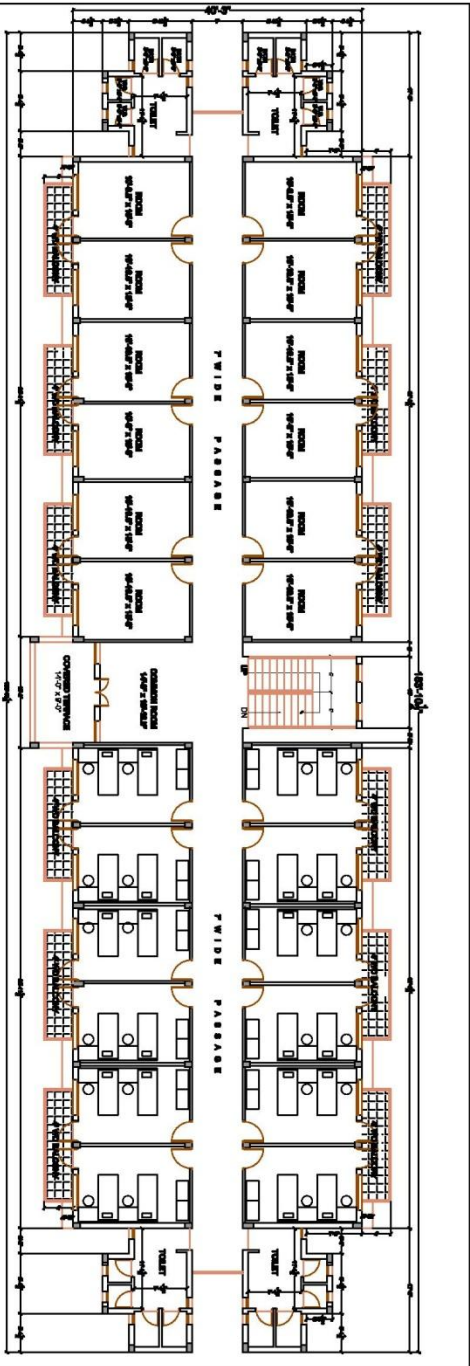
LAY OUT PLAN OF AMROLI COLLEGE CAMPUS

DATE: 09.02.19

IMPRESSIONS
 CONSULTING ENGINEER
 INTERIOR DESIGNER
 Plotting: 20, Bhambard, Vadod, Gujarat 390001
 PHONE: 079-22551111 FAX: 079-22551112

Enclosure :- 5 : Future Plan



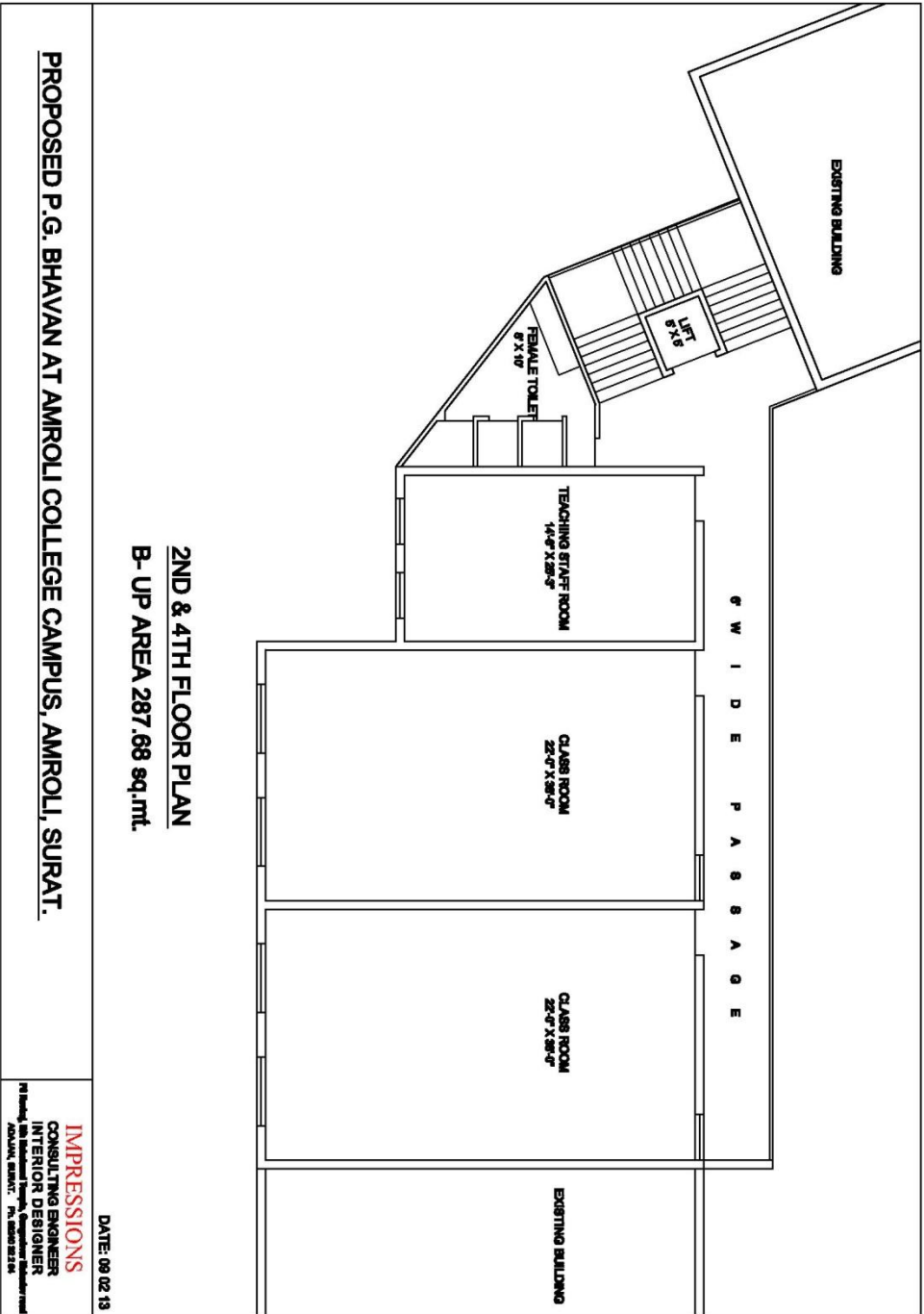


1st, & 2 nd FLOOR PLAN
 B up area 7,882 sq.ft. x 2 floors

DATE: 09 02 13

PROPOSED GIRLS' HOSTEL AT AMROLI COLLEGE CAMPUS, AMROLI, SURAT.

IMPRESSIONS
 CONSULTING ENGINEER
 INTERIOR DESIGNER
 P/3, Road No. 10th National Highway, Gandhinagar, Gandhinagar road
 ANAND, GUJARAT. Ph. 9260 5272 94



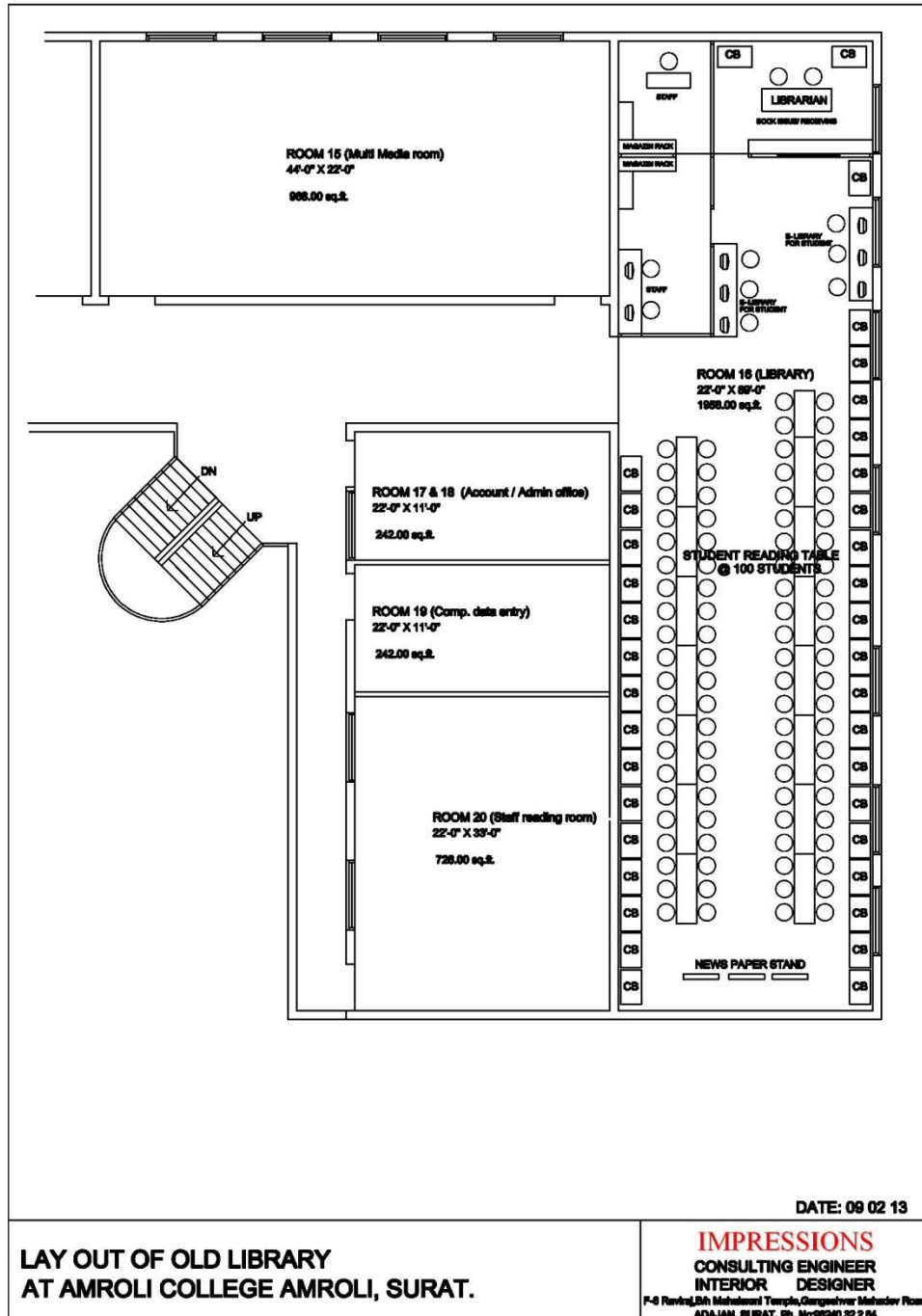
2ND & 4TH FLOOR PLAN
B- UP AREA 287.68 sq.mt.

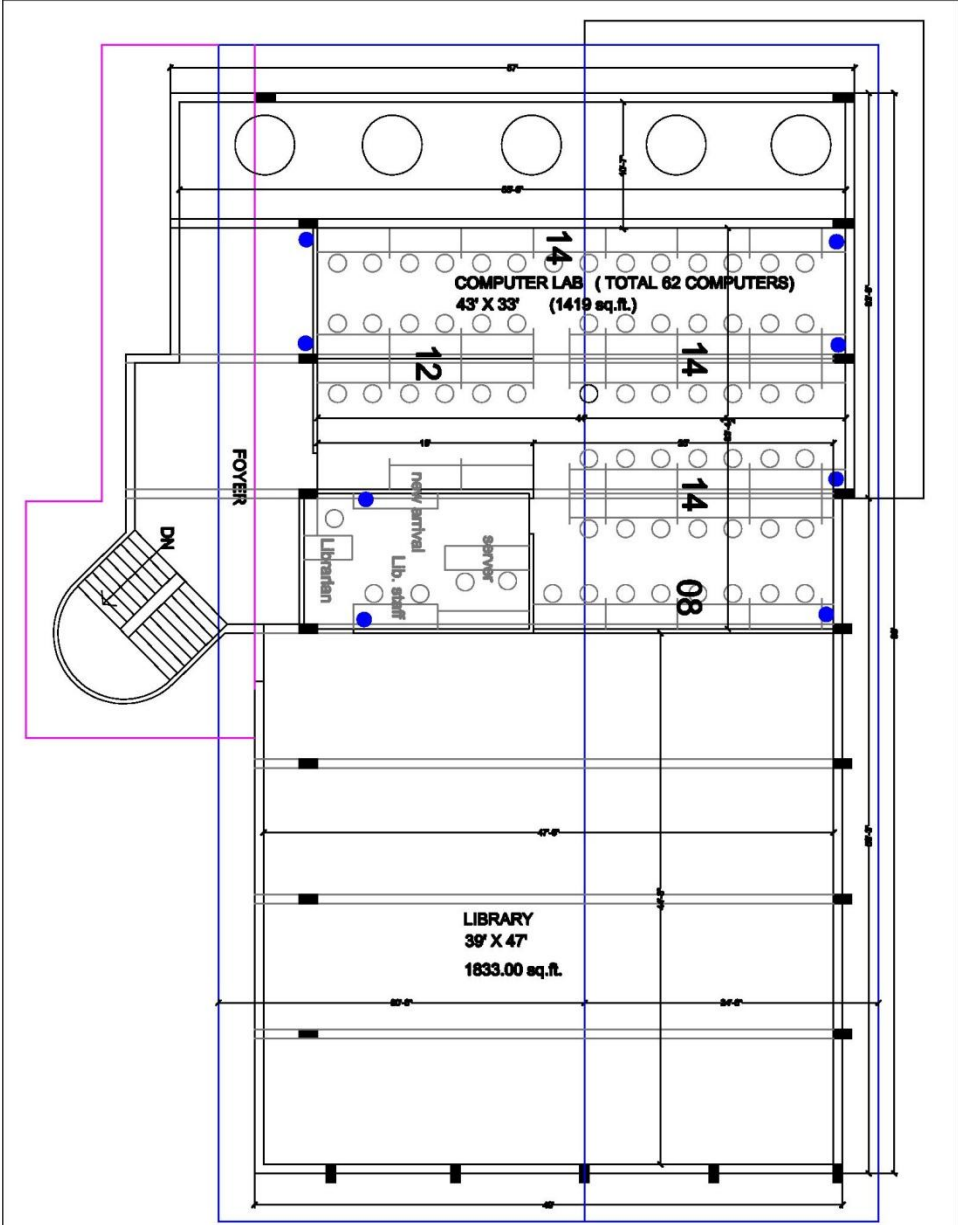
DATE: 09/02/13

PROPOSED P.G. BHAVAN AT AMROLLI COLLEGE CAMPUS, AMROLLI, SURAT.

IMPRESSIONS
 CONSULTING ENGINEER
 INTERIOR DESIGNER
 (R) Building, 100, Subhadra Road, Kankaria, Gandhinagar, Ahmedabad
 JALANDHAR, INDIA TEL: 079-6680 8238

Enclosure :- 6 : Layout of the Library





DATE: 09 02 13

**PROPOSED EXTENSION AT FOURTH FLOOR
AT AMROLI COLLEGE AMROLI, SURAT.**

IMPRESSIONS
CONSULTING ENGINEER
INTERIOR DESIGNER
F-4 Ravindra, 25th Mahatma Gandhi Temple, Gangaotwar Mahadev Road
ADAJIYA, SURAT. Ph. No. 025640 322 84

Enclosure :- 7 : Income & Expenditure Statement

N.N.KABRAWALA & CO.
N.N.Kabrawala B.Com.,B.A.F.C.A.

J.Z.SHAH ARTS & H.P.DESAI COMMERCE COLLEGE,
AMROLI – SURAT.

Phone Office : 0261-6563226

N.N.Kabrawala & Co.
Chartered Accountants
"MAAMTA" opp.Share Broker Association,
12/933, Kelani Vakhra, Lalgate, SURAT.

Income & Expenditure Account For The Year Ended 31-03-2009
(Year : 2008-2009)

(... 1 ...)

Expenditure	Rs.	Rs.	Income	Rs.	Rs.
To Teaching Staff Salary.....	47,46,537/-		Fee Account:		
To Teaching Staff Dearness Allowance ...	30,49,636/-		By College Admission Fee.....	63,650/-	
To Teaching Staff City Living Allowance ...	58,296/-		By Tuition Fee.....	15,13,200/-	
To Teaching Staff house rent Allowance ...	9,94,132/-		By Library Fee.....	5,04,800/-	
To Teaching Staff Special Increment	16,500/-		By College Exam Fee.....	3,08,200/-	
To Teaching Staff medical Allowance	32,387/-		By Enrollment Fee	2,850/-	
To Teaching Staff Vehicle Allowance	1,07,146/-		By T.C. Fee.....	17,890/-	
To Teaching Staff 50% D.A. Merger A/c ...	22,09,048/-		By Identity Card Fee.....	30,190/-	
	-----	1,12,13,682/-	By Unt. Exam Fee A/c.....	100/-	
				-----	24,48,880/-
To Office Staff Salary.....	5,65,400/-		Form A/c:		
To Office Staff Dearness Allowance.....	3,90,194/-		By Admission Form.....	3,61,800/-	
To Office Staff Cash Allowance.....	600/-		By Enrollment Form.....	27,980/-	
To Office Staff City Living Allowance.....	17,280/-		By Unt. Exam Form.....	32,350/-	
To Office Staff house Rent Allowance.....	1,27,228/-		By Scholarship Form	1,765/-	
To Office Staff Special Increment	1,800/-			-----	4,23,895/-
To Office Staff medical Allowance	9,600/-		By Bank Interest Account.....	8,052/-	8,052/-
To Office Staff 50% D.A. Merger A/c	2,82,703/-		Medical Treatment Grant Received From		
	-----	13,94,805/-	Govt. for Staff	17,151/-	17,151/-
To Peon Staff Salary.....	2,86,640/-		Govt. Salary, Arrears & Bonus Grant Income:		
To Peon Staff Dearness Allowance.....	1,97,800/-		Salary Grant	Rs. 1,33,19,003/-	
To Peon Staff City Living Allowance.....	8,400/-		Salary Arrears Grant	Rs. 18,22,874/-	
To Peon Staff house Rent Allowance.....	64,496/-		Bonus Grant	Rs. 17,269/-	
To Peon Staff Special Increment	1,440/-		Total Grant From Govt. Rs. 1,51,59,146/-	1,51,59,146/-	1,51,59,146/-
To Peon Staff medical Allowance	8,400/-				
To Peon Staff 50% D.A. Merger A/c	1,43,332/-				
	-----	7,10,516/-			
Total of Salary Expenses.....	1,33,19,003/-				
To Teaching Staff Salary arrears.....	15,72,183/-				
To Office Staff Salary arrears.....	1,69,107/-				
To Peon Staff Salary arrears.....	81,584/-				
	-----	18,22,874/-			
To Peon Staff Bonus (2007-2008).....	17,269/-				
	-----	17,269/-			
Total of Salary Expenses, Arrears & Bonus.....	1,51,59,146/-				
Total Carried Forward to Page 2.....		1,51,59,146/-	Total Carried Forward to Page 2.....		1,80,57,124/-

P.T.O.[2]

Income & Expenditure Account For The Year Ended 31-03-2009

(... 2 ...)

Expenditure	Rs.	Rs.	Income	Rs.	Rs.
Total Brought Forward From Page 1.....	1,51,59,146/-	1,51,59,146/-	Total Brought Forward From Page 1.....	1,80,57,124/-	1,80,57,124/-
To Electricity Expenses.....	1,78,093/-		By Advance Installment (Receivable) from Govt. Matching Grant 2008-2009.....	70,000/-	70,000/-
To Sanitation & Water Supply Expenses.....	23,002/-		By Library Books Purchase - Transferred to B/s. By Furniture Equipment Purchased - Transferred to B/s.....	46,479/-	46,479/-
To Stationary & Printing Expenses.....	1,40,262/-			19,500/-	19,500/-
To Uniform Expenses for Class - IV Staff.....	9,775/-				
To Audit Fee Expenses.....	2,600/-				
To Furniture Maintenance Expenses.....	3,540/-				
To Traveling Expenses.....	2,527/-				
To Telegram, Postage & Revenue stamp Expenses...	8,476/-				
To Telephone Expenses.....	47,944/-				
To Ins. premium expenses for the college property	11,540/-				
To Purchase of Furniture Equipment	19,500/-				
To Washing Allowance for Peon Uniforms.....	2,520/-				
To Water Cooler Expenses	500/-				
To Expenses of Telephone rent at Principal's Residence...	12,000/-				
To Vehicle Allowance Payable to Principal.....	4,800/-				
		4,66,979/-	Total.....	1,81,93,103/-	
To Staff Medical Treatment A/c - (Received From Govt. For Medical Treatment Grant) ..	17,151/-	17,151/-			
To College Building rent Expenses A/c.....	2,07,000/-	2,07,000/-			
To Tuition Fee paid to Govt. Treasury A/c.....	15,13,200/-	15,13,200/-			
To Purchase of Library Books.....	46,479/-				
To Library Expenses (Stationary, Binding, Courier, etc.)	65,851/-				
To Library Magazine & Journal Subscription Expenses...	20,130/-				
		1,32,460/-			
To College Exam Expenses.....	75,027/-				
To Commission Exp. (Draft, Money order, Bank Commission, etc.).....	1,617/-				
To Identity Card Expenses.....	25,610/-				
To Miscellaneous Expenses	25/-				
To Revenue Stamp Expenses.....	254/-				
To Reaccreditation Expenses.....	17,133/-				
To Furniture Colour Expenses.....	8,500/-				
To Daily Wages expenses for Watchman.....	450/-				
		1,28,616/-	Total Carried forward to page 3		1,81,93,103/-
Total Carried forward to page 3		1,76,24,552/-			

Income & Expenditure Account For The Year Ended 31-03-2009

(... 3 ...)

Expenditure	Rs.	Rs.	Income	Rs.	Rs.
Total Brought Forward From Page 2.....	1,76,24,552/-	1,76,24,552/-	Total Brought Forward From Page 2.....	1,81,93,103/-	1,81,93,103/-
To Transport Expenses.....	241/-				
To Cash - Insurance Policy Expenses.....	1,791/-				
To Computer Maintenance Expenses.....	8,000/-				
To Print Distribution.....	8,600/-				
To Xerox Copy Expenses.....	5,643/-				
To Municipality Corp. Property Tax Expenses.....	17,687/-				
		41,962/-			
Form Expenses:			To Non Recurring Income:		
To Uni. Exam Form Expenses.....	36,650/-		Received From State Govt. of Gujarat.....		
To Enrollment Form Expenses.....	30,800/-		OBC Scholarship (Girls) - 2008-09.....	1,88,775/-	
		66,650/-	OBC Scholarship (Boys) - 2008-09.....	1,74,595/-	
Advance Matching Grant 2008-09 - Transfer to B/s.....	70,000/-	70,000/-	SC Scholarship - 2008-09.....	3,21,030/-	
			ST Scholarship - 2008-09.....	1,27,479/-	
Depreciation Expenses:			Handicap Scholarship - 2008-09.....	28,000/-	
Depreciation on Dead Stock - Furniture & Equipments....	1,26,787/-				8,39,879
Depreciation on Library Books.....	3,62,032/-	4,88,819/-	Scholarship : Received from other Institute.....	26,100/-	26,100
			Income Tax A/c 2008-09.....	6,52,383/-	6,52,383/-
Total of Expenditure.....	1,82,91,983/-		Professional Tax 2008-09.....	90,650/-	90,650/-
To Non Recurring Expenses:			Excess of Expenditure Transferred to B/s.....	98,880/-	98,880/-
OBC Scholarship (Girls) - 2008-09.....	1,88,775/-				
OBC Scholarship (Boys) - 2008-09.....	1,73,395/-				
OBC Scholarship (Boys) - Return to Govt 2008-09.....	1,200/-				
SC Scholarship - 2008-09.....	3,15,015/-				
SC Scholarship - Return to Govt - 2008-09.....	6,015/-				
ST Scholarship - 2008-09.....	1,25,895/-				
ST Scholarship - Return to Govt - 2008-09.....	1,500/-				
ST Scholarship - Return to Govt - 2008-09.....	4/-				
Handicap Scholarship - 2008-09.....	28,000/-				
		8,39,879/-			
Scholarship (other Institute).....	26,100/-	26,100/-			
Income Tax A/c 2008-09.....	5,80,383/-				
Add : Payable Income Tax.....	+ 72,000/-	6,52,383/-			
Professional Tax A/c 2008-09.....	90,650/-	90,650/-			
TOTAL.....		1,99,00,995/-		TOTAL.....	1,99,00,995/-

N.N.KABRAWALA & CO.

**J.Z.SHAH ARTS & H.P.DESAI COMMERCE COLLEGE,
AMROLI - SURAT.
Income & Expenditure Account For The Year Ended 31-03-2010
(Year: 2009-10)
(... 1 ...)**

Phone Office : 0261-6563326

N.N.Kabrawala & Co.
Chartered Accountants
"MAMTA" opp.Share Broker Association,
12/933, Kelani Vakhari, Lalgate, SURAT.

Expenditure	Rs.	Rs.	Income	Rs.	Rs.
To Teaching Staff Salary.....	51,02,162.00		Fee Account:		
To Teaching Staff Dearness Allowance ...	33,61,207.00		By College Admission Fee.....	51,900.00	
To Teaching Staff City Living Allowance ...	58,993.00		By Tuition Fee.....	14,89,800.00	
To Teaching Staff house rent Allowance ...	10,72,802.00		By Library Fee.....	5,18,100.00	
To Teaching Staff Special Increment	16,500.00		By College Exam Fee.....	3,10,860.00	
To Teaching Staff medical Allowance	32,574.00		By T.C. Fee.....	18,980.00	
To Teaching Staff Vehicle Allowance	94,295.00		By Identity Card Fee.....	31,140.00	
To Teaching Staff 50% D.A. Merger A/c ...	23,83,838.00		By Uni. Exam Fee A/c.....	11,225.00	
	-----	1,21,22,371.00	By Uni. Degree Certi Fee A/c.....	170.00	
				-----	24,32,175.00
To Office Staff Salary.....	8,63,175.00		Form A/c:		
To Office Staff Dearness Allowance.....	3,91,561.00		By Uni. Exam Form.....	32,770.00	
To Office Staff Cash Allowance.....	600.00		By Uni. Degree Form Fee.....	14,060.00	
To Office Staff City Living Allowance.....	20,350.00			-----	46,830.00
To Office Staff house Rent Allowance.....	2,13,176.00				
To Office Staff Special Increment	1,920.00		By Bank Interest Account.....	24,004.00	24,004.00
To Office Staff medical Allowance	9,800.00				
To Office Staff 50% D.A. Merger A/c	1,44,116.00				
To Office Staff Grade Pay A/c.....	1,66,600.00				
	-----	18,11,298.00			
			Govt. Salary Arrears & Bonus Grant Income:		
To Peon Staff Salary.....	4,24,245.00		Salary Grant Rs. 1,47,93,177.00		
To Peon Staff Dearness Allowance.....	1,87,488.00		Salary Arrears Grant Rs. 31,869.00		
To Peon Staff City Living Allowance.....	8,000.00		Bonus Grant Rs. 17,269.00		
To Peon Staff house Rent Allowance.....	99,997.00				
To Peon Staff Special Increment	1,320.00				
To Peon Staff medical Allowance	8,200.00		Total Grant From Govt. Rs. 1,48,42,315.00		
To Peon Staff 50% D.A. Merger A/c	72,758.00		Less : Teaching staff Salary		
To Peon Staff Grade Pay A/c.....	57,500.00		Recover (By College) Rs. -6,678.00		
	-----	8,59,508.00			
			Rs. 1,48,35,637.00	1,48,35,637.00	1,48,35,637.00
Total of Salary Expenses.....	1,47,93,177.00				
To Teaching Staff Salary arrears.....	31,869.00	31,869.00			
To Peon Staff Bonus (2008-09).....	17,269.00	17,269.00			

Total of Salary Expenses, Arrears & Bonus.....	1,48,42,315.00				
Less : Teaching Staff Salary Recover (By College).....	-6,678.00	-6,678.00			

Total Carried Forward to Page 2.....		1,48,35,637.00	Total Carried Forward to Page 2.....		1,73,38,646.00

P.T.O.[2]

Income & Expenditure Account For The Year Ended 31-03-2010

N.N.Kabrawala & Co.

Chartered Accountants
MAAMTA opp. Share Broker Association,
12/933, Kellani Vakhra, Lalgate, SURAT.

(... 2 ...)

Expenditure	Rs.	Rs.	Income	Rs.	Rs.
Total Brought Forward From Page 1.....	1,48,35,637.00	1,48,35,637.00	Total Brought Forward From Page 1.....	1,73,38,646.00	1,73,38,646.00
To Electricity Expenses.....	1,79,249.00		By Govt. Matching Grant 2006-07.....	3,43,410.00	3,43,410.00
To Sanitation & Water Supply Expenses.....	12,457.00				
To Stationary & Printing Expenses.....	53,638.00		By Library Books Purchase - Transferred to B/s.	30,215.00	
To Uniform Expenses for Class - IV Staff.....	10,908.00		By Furniture Equipment Purchased -		
To Audit Fee Expenses.....	2,600.00		Transferred to B/s.....	19,650.00	49,865.00
To Furniture Maintenance Expenses.....	4,220.00				
To Traveling Expenses.....	3,229.00				
To Telegram, Postage & Revenue stamp Expenses...	5,506.00				
To Telephone Expenses.....	14,633.00				
To Ins. premium expenses for the college property	10,475.00				
To Purchase of Furniture Equipment	19,650.00				
To Washing Allowance for Peon Uniforms.....	2,460.00				
To Water Cooler Expenses	200.00				
To Expenses of Telephone rent at Principal's Residence...	12,000.00				
To Vehicle Allowance Payable to Principal.....	4,800.00				
		3,36,025.00			
To College Building rent Expenses A/c.....	2,07,000.00	2,07,000.00			
To Tuition Fee paid to Govt. Treasury A/C.....	14,89,800.00	14,89,800.00			
To Purchase of Library Books.....	30,215.00				
To Library Expenses (Stationary, Binding, Courier, etc.).	25,258.00				
To Library Magazine & Journal Subscription Expenses...	15,584.00				
		71,057.00			
To Uni. Enrollment Fee.....	1,470.00	1,470.00			
To College Exam Fee.....	99,275.00	99,275.00			
To Commission Exp.(Draft, Money order, Bank Commission, etc.).....	1,613.00	1,613.00			
To Identity Card Expenses	23,418.00	23,418.00			
To Miscellaneous Expenses.....	350.00	350.00			
To Revenue Stamp Expenses.....	428.00	428.00			
To Furniture Colour Expenses.....	17,000.00	17,000.00			
To Daily Wages expenses for Watchman.....	1,000.00	1,000.00			
To Employees Accident Insurance Premium Exp.....	1,791.00	1,791.00			
To Fire Safety Expenses.....	3,375.00	3,375.00			
To Book Binding Expenses.....	377.00	377.00			
Total Carried forward to page 3		1,70,89,616.00	Total Carried forward to page 3		1,77,31,921.00

Income & Expenditure Account For The Year Ended 31-03-2010

(... 3 ...)

Expenditure	Rs.	Rs.	Income	Rs.	Rs.
Total Brought Forward From Page 2.....	1,70,89,616.00	1,70,89,616.00	Total Brought Forward From Page 2.....	1,77,31,921.00	1,77,31,921.00
To Courier Expenses.....	690.00	690.00			
To Transportation Expenses.....	1,197.00	1,197.00			
To Insurance Premium for Cash Liquidity.....	1,224.00	1,224.00			
To Computer Maintenance Expenses.....	10,575.00	10,575.00			
To Xerox Copy Expenses.....	2,016.00	2,016.00			
To Municipality Corp. Property Tax Expenses.....	25,328.00	25,328.00			
To Cycle Repairing Expenses.....	150.00	150.00			
Form Expenses:					
To Uni. Exam Form Expenses.....	51,250.00				
To Uni. Degree Certi Form Expenses.....	1,000.00	52,250.00			
Depreciation Expenses:					
Depreciation on Dead Stock - Furniture & Equipments....	94,138.00				
Depreciation on Library Books.....	30,215.00	1,24,353.00			
To Non Recurring Expenses:					
OBC Scholarship (Girls) - 2009-10.....	3,22,990.00				
OBC Scholarship (Boys) - Return to Govt. - 2009-10.....	48,160.00				
SC Scholarship - 2009-10.....	4,13,730.00				
SC Scholarship - Return to Govt. - 2009-10.....	2,050.00				
ST Scholarship - 2009-10.....	3,95,220.00				
Handicap Scholarship - 2009-10.....	53,000.00	12,35,150.00			
Scholarship (Received From other Institute).....	26,170.00	26,170.00			
Income Tax A/c 2009-10.....	6,45,400.00	6,45,400.00			
Professional Tax A/c 2009-10.....	1,01,700.00	1,01,700.00			
Total of Expenditure.....	1,93,15,819.00				
Excess of Income.....	4,24,522.00	4,24,522.00			
TOTAL.....	1,97,40,341.00	1,97,40,341.00	Total.....	1,97,40,341.00	1,97,40,341.00

BALANCE SHEET AS ON 31-03-2010

(Year : 2009 - 2010)

(... 1 ...)

Liabilities	Rs.	Rs.	Assets	Rs.	Rs.
Trust Fund A/c.....	15,34,266.00		Library Books Purchase A/c :-		
Library Development Fund.....	2,50,000.00		As per last year Balance sheet	7,05,466.75	
	-----	17,84,266.00	Add : Purchase during the year.....	+ 30,215.00	
Fund Fee A/c :-				-----	7,35,681.75
Campus Development Fee.....	54,716.70		Dead Stock - Furniture & Equipments purchase :-		
Amenity Fund Fee.....	5,33,568.38		As per last year Balance sheet	16,49,022.20	
	-----	5,88,285.08	Add : Purchase during the year.....	+ 19,650.00	
Depreciation Fund :-				-----	16,68,672.20
Dead stock, Furniture Equipment Depre. Fund.....	10,05,489.00		Water Cooler Depreciation A/c.....	39,900.00	
Library Books Depreciation Fund.....	7,35,681.00		Electronic Equipments (Stabilizer) A/c.....	25,592.00	
Water Cooler Depreciation Fund.....	38,952.00		Gestener Copy Printer A/c.....	4,33,400.00	
Zerox Machine Depreciation Fund.....	1,458.00		Computer A/c.....	2,28,535.00	
Electricity Equipment Depreciation Fund.....	3,34,122.00		Computer Dot Matrix Printer A/c.....	17,200.00	
Gestener Copier Depreciation Fund.....	4,18,131.00		Computer U.P.S. A/c.....	34,375.00	
Computer Depreciation Fund.....	2,64,824.00		Air condition Machine A/c.....	65,600.00	
KYOCARE Copier Machine Depreciation Fund.....	58,800.00		KYOCARE Copier Machine A/c.....	70,000.00	
	-----	28,57,457.00		-----	9,14,602.00
Loan :-			Govt. G.P.F. A/c	1,27,86,866.00	1,27,86,866.00
Jivan Jyot Trust, Amroli - Surat.....	9,14,349.00	9,14,349.00	Receivable From Govt. A/c :-		
	-----		Receivable SC Scholarship - 2009-10.....	1,120.00	1,120.00
Deposits A/c :-			Receivable ST Scholarship - 2009-10.....	3,95,220.00	3,95,220.00
College Deposit.....	5,84,200.00		Receivable Handicap Scholarship - 2009-10.....	10,000.00	10,000.00
Library Deposit.....	5,84,200.00			-----	
	-----	11,68,400.00	Advance :-		
G.P.F. A/c :-			To Section - Swarnim Gujarat 'Utkrushita' Abhiyan.....	2,000.00	2,000.00
Teaching Staff G.P.F.	1,04,07,294.00				
Office Staff G.P.F.	17,06,414.00				
Peon Staff G.P.F.	6,73,158.00				
	-----	1,27,86,866.00			
Total Carried forward to page 2		2,00,99,623.08	Total Carried forward to page 2		1,65,14,161.95

Expenditure	Rs.	Rs.	Income	Rs.	Rs.
To Teaching Staff Salary.....	1,26,68,640/-		Fee Account:		
To Teaching Staff Dearness Allowance ...	60,77,321/-		By College Admission Fee.....	44,150/-	
To Teaching Staff City Living Allowance ...	78,900/-		By Tution Fee.....	12,24,000/-	
To Teaching Staff house rent Allowance ...	30,13,153/-		By College Exam Fee.....	3,83,475/-	
To Teaching Staff Special Increment	16,500/-		By Identity Card Fee.....	44,150/-	
To Teaching Staff medical Allowance	33,600/-		By Uni. Exam Fee A/c.....	6,860/-	
To Teaching Staff Vehicle Allowance	1,08,000/-		By Uni. Degree Certi & Form Fee.....	14,590/-	
To Teaching Staff 50% D.A. Merger A/c ...	2,05,900/-				17,17,225/-
To Teaching Staff Grade Pay A/c	26,91,100/-		Form A/c:		
To Teaching Staff Principal Allowance	22,000/-		By Uni. Exam Fee.....	94,560/-	94,560/-
		2,49,15,114/-	By Bank Interest Account.....	43,921/-	43,921/-
To Office Staff Salary.....	12,55,090/-		Govt. Salary Arrears & Bonus Grant Income:		
To Office Staff Dearness Allowance.....	6,23,171/-		Salary Grant Rs. 2,85,09,332/-		
To Office Staff Cash Allowance.....	600/-		Salary Arrears Grant Rs. 13,17,321/-		
To Office Staff City Living Allowance.....	24,400/-		Bonus Grant Rs. 14,802/-		
To Office Staff house Rent Allowance.....	3,22,938/-				
To Office Staff Special Increment	2,520/-		Total Grant From Govt. Rs. 2,98,41,455/-	2,98,41,455/-	2,98,41,455/-
To Office Staff medical Allowance	10,800/-				
To Office Staff 50% D.A. Merger A/c	29,600/-				
To Office Staff Grade Pay A/c	3,30,000/-				
		25,99,119/-			
To Peon Staff Salary.....	5,14,480/-				
To Peon Staff Dearness Allowance.....	2,38,403/-				
To Peon Staff City Living Allowance.....	6,840/-				
To Peon Staff house Rent Allowance.....	1,23,656/-				
To Peon Staff Special Increment	720/-				
To Peon Staff medical Allowance	7,200/-				
To Peon Staff 50% D.A. Merger A/c	8,650/-				
To Peon Staff Grade Pay A/c	95,150/-				
Total of Salary Expenses.....	2,85,09,332/-	9,95,099/-			
To Teaching Staff Salary arrears.....	2,74,420/-				
To Office Staff Salary arrears.....	7,93,687/-				
To Peon Staff Salary arrears.....	2,49,214/-	13,17,321/-			
To Peon Staff Bonus (2009-2010).....	14,802/-	14,802/-			
Total of Salary, Arrears & Bonus Expenses.....	2,98,41,455/-				
Total Carried Forward to Page 2.....		2,98,41,455/-	Total Carried Forward to Page 2.....		3,16,97,161/-

Income & Expenditure Account For The Year Ended 31-03-2011

(... 2 ...)

Expenditure	Rs.	Rs.	Income	Rs.	Rs.
Total Brought Forward From Page 1.....	2,98,41,455/-	2,98,41,455/-	Total Brought Forward From Page 1.....	3,16,97,161/-	3,16,97,161/-
To Electricity Expenses.....	1,44,599/-		By Govt. Matching Grant Year 2007-08 A/c....	3,44,100/-	3,44,100/-
To Sanitation & Water Supply Expenses.....	35,835/-		(Matching Grant Rs. 1,37,100/-		
To Stationary & Printing Expenses.....	44,931/-		+ College Building Rent Grant Rs. 2,07,000/-)		
To Uniform Expenses for Class - IV Staff.....	9,508/-		By Library Books Purchase - Transferred to B/s.....	35,292/-	
To Audit Fee Expenses.....	2,700/-		By Furniture Equipment Purchased -		
To Furniture Maintenance Expenses.....	6,105/-		Transferred to B/s.....	4,59,825/-	
To Traveling Expenses.....	5,702/-		By Library Furniture Purchase -		
To Telegram, Postage & Revenue stamp Expenses...	13,372/-		Transferred to B/s.....	1,07,220/-	6,02,337/-
To Telephone Expenses.....	18,237/-				
To Ins. premium expenses for the college property	11,424/-				
To Purchase of Furniture.....	4,59,825/-				
To Washing Allowance for Peon Uniforms.....	2,160/-				
To Purchase of Educational Equipments.....	8,400/-				
To Water Cooler Expenses.....	6,000/-				
To Expenses of Telephone rent at Principal's Residence...	12,000/-				
To Vehicle Allowance Payable to Principal.....	4,800/-				
		7,84,798/-			
To College Building rent Expenses A/c.....	2,07,000/-	2,07,000/-			
To Tuition Fee paid to Govt. Treasury A/c.....	12,24,000/-	12,24,000/-			
To Purchase of Library Books.....	35,292/-				
To Library Expenses (Stationary, Binding, Courier, etc.)	35,121/-				
To Library Magazine & Journal Subscription Expenses...	28,965/-				
To Purchase of Furniture for Library.....	1,07,220/-				
		2,06,598/-			
To Uni. Enrollment Fee.....	2,400/-	2,400/-			
To College Exam Fee.....	1,86,736/-	1,86,736/-			
To Commission Exp.(Draft, Money order, Bank					
Commission, etc.).....	2,434/-	2,434/-			
To Identity Card Expenses.....	22,701/-	22,701/-			
To Miscellaneous Expenses.....	265/-	265/-			
To Revenue Stamp Expenses.....	208/-	208/-			
To Daily Wages Expenses for Watchman.....	350/-	350/-			
To Employee Accident Insurance Premium Expenses ...	1,791/-	1,791/-			
To Board and Benar Painting Expenses.....	19,000/-	19,000/-			
To Reaccreditation Expenses.....	11,400/-	11,400/-			
Total Carried forward to page 3.....	3,25,11,136/-	3,25,11,136/-	Total Carried forward to page 3.....	3,26,43,598/-	3,26,43,598/-

Income & Expenditure Account For The Year Ended 31-03-2011

(... 3 ...)

Expenditure	Rs.	Rs.	Income	Rs.	Rs.
Total Brought Forward From Page 2.....	3,25,11,136/-	3,25,11,136/-	Total Brought Forward From Page 2.....	3,26,43,598/-	3,26,43,598/-
To Income Tax T.D.S. Quarterly Statement Expenses.....	150/-	150/-			
To Transport Expenses.....	2,841/-	2,841/-			
To Cash - Insurance Policy Expenses.....	2,841/-	2,841/-			
To Computer Maintenance Expenses.....	10,025/-	10,025/-	To Non Recurring Expenses :		
To Xerox Copy Expenses.....	726/-	726/-	Received From State Govt. of Gujarat.....		
To Municipality Corp. Property Tax Expenses.....	21,009/-	21,009/-	OBC Scholarship (Boys) - 2009-10.....	2,56,185/-	
To Computer Upgradation Expenses.....	1,61,090/-	1,61,090/-	OBC Scholarship (Girls) - 2009-10.....	650/-	
			OBC Scholarship (Girls) - 2010-11.....	1,620/-	
Form Expenses :			OBC Scholarship (Girls) - 2010-11.....	7,17,950/-	
To Uni. Exam Form Expenses.....	1,29,600/-	1,29,600/-	SC Scholarship - 2010-11.....	4,67,195/-	
			ST Scholarship - 2010-11.....	4,800/-	
Depreciation Expenses :			Handicap Scholarship - 2010-11.....	63,000/-	
Depreciation on Dead Stock - Furniture & Equipments....	1,50,305/-		OBC Scholarship (Girls) (M.Phil.) 2010-11.....	20,000/-	
Depreciation on Library Books.....	26,469/-	1,76,774/-	ST Scholarship - 2010-11 Receivable.....	5,57,135/-	
			ST Scholarship - High Income Girls Receivable.....	80,105/-	
To Non Recurring Expenses :					21,60,640/-
OBC Scholarship (Boys) - 2009-10.....	2,56,185/-				
ST Scholarship - 2009-10.....	1,620/-		Scholarship : Received from other Institute	18,055/-	
OBC Scholarship (Girls) - 2010-11.....	7,16,530/-				18,055/-
OBC Scholarship (Girls) - 2009-10 Payable to Govt.....	1,420/-		Income Tax A/c 2010-2011.....	27,73,250/-	
OBC Scholarship (Girls) - 2009-10 Payable	650/-		Professional Tax 2010-2011.....	1,08,800/-	
SC Scholarship - 2010-11.....	4,67,195/-				28,82,050/-
ST Scholarship - 2010-11.....	4,800/-				
Handicap Scholarship - 2010-11	63,000/-		Total.....	3,77,12,343/-	
ST Scholarship - 2010-11 Payable	5,57,135/-				
ST Scholarship - High Income Girls Payable	80,105/-		Excess of Expenses Transferred to Balance sheet.....	3,71,794/-	
OBC Scholarship (M.Phil.) 2010-2011 A/c.....	20,000/-	21,60,640/-			
Scholarship : Received from other Institute	17,055/-				
Scholarship : Received from other Institute : Payable	1,000/-	18,055/-			
Income Tax A/c 2010-11.....	27,73,250/-				
Professional Tax A/c 2010-11.....	1,08,800/-	28,82,050/-			
			Total.....	3,80,84,137/-	
Total Expenses	3,80,84,137/-				
			TOTAL.....	3,80,84,137/-	

BALANCE SHEET AS ON 31-03-2011

(... 1 ...)

Liabilities		Rs.	Rs.	Assets		Rs.	Rs.
Trust Fund A/c.....		15,34,266.00		Library Books Purchase A/c :-			
Library Development Fund.....		2,50,000.00		As per last year Balance sheet	7,35,681.75		
			17,84,266.00	Add : Purchase during the year.....	35,292.00		
Fund Fee A/c :-						7,70,973.75	
Campus Development Fee.....		3,13,401.70		Dead Stock - Furniture & Equipments purchase :-			
Amenity Fund Fee.....		4,61,503.38		As per last year Balance sheet	16,68,672.20		
Books & Equipment Fund Fee.....		12,72,750.00		Add : Purchase during the year.....	4,59,825.00		
			20,47,655.08			21,28,497.20	
Depreciation Fund :-				Library Furniture Purchase A/c(Year : 2010-11)....	1,07,220.00		1,07,220.00
Dead stock, Furniture Equipment Depre. Fund.....		10,76,499.00		Water Cooler Depreciation A/c.....	39,900.00		
Library Books Depreciation Fund.....		7,62,150.00		Electronic Equipments (Stabilizer) A/c.....	25,592.00		
Water Cooler Depreciation Fund.....		39,189.00		Gestener Copy Printer A/c.....	4,33,400.00		
Zerox Machine Depreciation Fund.....		4,896.00		Computer A/c.....	2,28,535.00		
Electricity Equipment Depreciation Fund.....		3,75,794.00		Computer Dot Matrix Printer A/c.....	17,200.00		
Gestener Copier Depreciation Fund.....		4,21,948.00		Computer U.P.S. A/c.....	34,375.00		
Computer Depreciation Fund.....		2,98,755.00		Air condition Machine A/c.....	65,600.00		
			29,79,231.00	KYOCARE Copier Machine A/c.....(70,000 - 15,000 - 55,000-)	NIL		
Loan :-				Zerox Machine Model WC 5016 (Year : 2010 - 2011)....	55,000.00		8,99,602.00
Jivan Jyot Trust, Amroli - Surat.....		9,14,349.00	9,14,349.00	Govt. G.P.F. A/c	1,50,83,254.00	1,50,83,254.00	
Deposits A/c :-				Govt. Grant Receivable A/c			
College Deposit		5,97,700.00		Receivable ST Scholarship (2010-11).....	80,105.00		
Library Deposit		6,85,600.00		Receivable ST Scholarship (High Income Girls)(2010-11)	5,57,135.00		
			12,83,300.00			6,37,240.00	
G.P.F. A/c :-				Advance :-			
Teaching Staff G.P.F.		1,20,18,430.00		To Section - Swarnim Gujarat 'Utkrushtta' Abhiyan.....	2,000.00	2,000.00	
Office Staff G.P.F.		22,27,174.00		Security Deposit :-			
Peon Staff G.P.F.		8,37,650.00		South Gujarat Electricity Co. Ltd. - Security Deposit	15,176.00	15,176.00	
			1,50,83,254.00				
Total Carried forward to page 2			2,40,92,055.08	Total Carried forward to page 2		1,96,43,962.95	

BALANCE SHEET AS ON 31-03-2011

(... 2 ...)

Liabilities		Rs.	Rs.	Assets		Rs.	Rs.
Total Brought Forward From Page 1.....			2,40,92,055.08	Total Brought Forward From Page 1.....			1,96,43,962.95
Sundry Creditors :				Reassessment Form A/c.....		7,980.00	7,980.00
Gurjar Sahitya Bhavan.....		3,887.00		Cash on hand & Bank Balance :-			
Texman Allied		848.00	4,735.00	Central Bank of India - Saving A/c.....	6,55,614.99		
Uni. Exam Fee Refund A/c (Uni.).....		16,910.00		Axis Bank..... Savings A/c	23,566.00		
Uni. Exam Fee Refund A/c (College).....		225.00	17,135.00	Central Bank of India - Saving A/c (Scholarship).....	4,613.00		
Payable :-				Surat District Bank : Savings A/c.....	4,12,708.00		
OBC Scholarship (Girls) (2009 - 10).....		650.00		Surat District Bank : Campus Deve. Fund Savings A/c..	3,19,771.70		
ST Scholarship (2010 - 2011).....		5,57,135.00		Surat District Bank : Amenity Fund Savings A/c.....	4,59,104.80		
ST Scholarship (2010-11) (High Income Girls).....		80,105.00		State Bank of India : Savings A/c (Tax Deduction)....	3,223.00		
Scholarship : Receive From Other Institute.....		1,000.00	6,38,890.00	Cash on hand.....	13,201.90		10,91,803.39
Refundable to Govt. A/c :-				Profit & Loss A/c :-			
OBC - Scholarship (Girls) 2010 - 11.....		1,420.00	1,420.00	As per Last year Balance Sheet	29,00,694.74		
Advance Installation of Grant A/c (2008-2009)				Add : Current year Excess of Income Over Expenditure..	+ 3,71,794.00		
(Receive From Govt.)		70,000.00	70,000.00				32,80,488.74
TOTAL.....			2,40,24,235.08	TOTAL.....			2,40,24,235.08

N.N.KABRAWALA & CO.

J.Z.SHAH ARTS & H.P.DESAI COMMERCE COLLEGE,
AMROLI - SURAT.
Income & Expenditure Account For The Year Ended 31-03-2012
(Year : 2011 - 2012)
 (... 1 ...)

Phone Office : 0261-6563326

N.N.Kabrawala & Co.
Chartered Accountants
 "MAMTA" opp.Share Broker Association,
 12/933, Kelani Vakhar, Lalgate, SURAT.

Expenditure	Rs.	Rs.	Income	Rs.	Rs.
To Students & Teachers Welfare Fee A/c.....	750.00	750.00	Fee Account:		
To Students Union Fee A/c.....	500.00	500.00	By College Admission Fee.....	38,250.00	
To Uni. Enrollment Fee A/c.....	600.00	600.00	By Tuition Fee.....	10,30,200.00	
To Uni. Campus Development Fund Fee A/c.....	250.00	250.00	By Identity Card Fee.....	6,310.00	
To Uni. Sports & Culture Activity Fee A/c.....	100.00	100.00	By College Exam Fee.....	3,35,400.00	
To Uni. Sports Complex Development Fund Fee A/c.....	100.00	100.00	By Uni. Exam Fee A/c.....	5,680.00	
To Uni. Exam Form A/c.....	6,970.00	6,970.00		14,15,840.00	
To Thalesmia Test Fee A/c.....	700.00	700.00	Form A/c:		
To Rechecking Form A/c.....	930.00	930.00	By Reassessment Form A/c.....	2,130.00	2,130.00
To Staff Salary Exp A/c.....	3,23,00,222.00		By Bank Interest Account.....	1,03,313.00	1,03,313.00
To Staff Salary Arrears Exp A/c.....	13,33,736.00		Govt. Matching Grant A/c 2008 - 2009.....	3,58,440.00	3,58,440.00
To Staff Bonus Exp. A/c.....	14,802.00	3,36,48,760.00	Govt. Salary Grant A/c.....	3,36,48,760.00	3,36,48,760.00
			Paper - Waste Selling A/c.....	7,500.00	7,500.00
To Electricity Expenses.....	1,49,729.00		Miscellaneous Income A/c		
To Sanitation & Water Supply Expenses.....	98,176.00		(Revenue Stamp).....	28.00	28.00
To Stationary & Printing Expenses.....	77,784.00				
To Uniform Expenses for Class - IV Staff.....	9,881.00				
To Audit Fee Expenses.....	3,000.00				
To Furniture Maintenance Expenses.....	32,254.00				
To Traveling Expenses.....	19,773.00				
To Telegram, Postage & Revenue stamp Expenses...	13,539.00				
To Telephone Expenses.....	28,127.00				
To Ins. premium expenses for the college property...	11,030.00				
To Purchase of Furniture Equipment.....	1,88,917.00				
To Washing Allowance for Peon Uniforms.....	2,160.00				
To Educational Equipment Expenses.....	4,797.00				
To Expenses of Telephone rent at Principal's Residence...	11,000.00				
To Vehicle Allowance Payable to Principal.....	4,400.00	6,54,567.00			
To Purchase of Library Books.....	35,529.00				
To Library Expenses (Stationary, Binding, Courier, etc.),	51,434.00				
To Library Magazine & Journal Subscription Expenses...	29,765.00	1,16,728.00			
Total Carried Forward to Page 2.....		3,44,30,955.00	Total Carried Forward to Page 2.....		3,55,36,011.00

P.T.O.[2]

N.N.KABRAWALA & CO.

**J.Z.SHAH ARTS & H.P.DESAI COMMERCE COLLEGE,
AMROLI - SURAT.
Income & Expenditure Account For The Year Ended 31-03-2012
(Year : 2011 - 2012)
(... 2 ...)**

Phone Office : 0261-6563326

N.N.Kabrawala & Co.
Chartered Accountants
MAAMTA opp. Share Broker Association,
12/933, Kellani Vakhra, Lalgate, SURAT.

Expenditure	Rs.	Rs.	Income	Rs.	Rs.
Total Brought Forward From Page 1.....		3,44,30,955.00	Total Brought Forward From Page 1.....		3,55,36,011.00
To College Building rent Expenses A/c.....	2,07,000.00	2,07,000.00			
To Tuition Fee Treasury A/c.....	10,32,000.00	10,32,000.00			
To College Exam Fee.....	2,31,379.00	2,31,379.00			
To Income Tax Quarterly Fee Exp A/c.....	30.00	30.00			
To Website Renewal Rent Exp A/c.....	16,560.00	16,560.00			
To Daily Wages expenses for Watchman.....	300.00	300.00			
To Transportation Exp A/c.....	8,334.00	8,334.00			
To College Building - Property Tax Exp A/c.....	24,520.00	24,520.00			
To Employees Accident Insurance Premium Exp.....	1,791.00	1,791.00			
To Cash in Transit Insurance Premium Exp A/c.....	2,041.00	2,041.00			
To College Property Insurance Premium Exp A/c.....	9,971.00	9,971.00			
To Theft Insurance Premium Exp A/c.....	1,080.00	1,080.00			
To Equipments Breakdown Insurance Premium Exp A/c...	3,963.00	3,963.00			
To Computer Maintenance Exp A/c.....	27,365.00	27,365.00			
To Computer Upgradation Exp A/c.....	99,485.00	99,485.00			
To Xerox Copy Exp A/c.....	45.00	45.00			
To Internet Exp A/c.....	376.00	376.00			
To Miscellaneous Expenses.....	1,155.00	1,155.00			
To Bank Charges Exp A/c.....	8,108.75	8,108.75			
To Board Banner Printing Exp A/c.....	5,980.00	5,980.00			
To Computer Library Shed Exp A/c.....	47,390.00	47,390.00			
To Uni. Exam Exp A/c.....	490.00	490.00			
To Legal Advisor Exp A/c.....	8,000.00	8,000.00			
To Double Decade Function Exp A/c.....	57,860.00	57,860.00			
To Miscellaneous Equipments Purchased Exp A/c.....	30,450.00	30,450.00			
To Type Writer Repairing Exp A/c.....	1,100.00	1,100.00			
To Tally Programme Purchased Exp A/c.....	20,250.00	20,250.00			
			Excess of Expenses over Income Transferred to Balance sheet.....	7,41,967.75	7,41,967.75
	TOTAL	3,62,77,978.75		TOTAL	3,62,77,978.75

N.N.KABRAWALA & CO.

J.Z.SHAH ARTS & H.P.DESAI COMMERCE COLLEGE,

Phone Office : 0261-6563326

AMROLI - SURAT.

BALANCE SHEET AS ON 31-03-2012

N.N.Kabrawala & Co.

Chartered Accountants
MAAMTA opp. Share Broker Association,
12/933, Kelani Vakhra, Lalgate, SURAT.

(YEAR : 2011 - 2012)

Liabilities	Rs.		Assets	Rs.	
Trust Fund A/c.....	15,34,266.00	15,34,266.00	Library Books Purchase A/c :-	7,70,973.75	
Library Development Fund.....	2,50,000.00	2,50,000.00	As per last year Balance sheet	+ Nil	
			Add : Purchase during the year.....		7,70,973.75
Fund Fee A/c :-	13,38,540.00		Dead Stock - Furniture & Equipments purchase :-		
Books & Equipments Fee A/c.....	2,83,435.38		As per last year Balance sheet	21,28,497.20	
Amnity Fund Fee.....	2,50,549.70		Add : Purchase during the year.....	+ 1,83,808.00	
Campus Development Fee.....	1,48,390.00		Less : Selling during the year.....	30,000.00	
Uni. Degree Certificate & Form Fee A/c.....		20,20,915.08			22,82,305.20
			Library Furniture Purchase A/c :-		
Deposits A/c :-	6,08,300.00		As per last year Balance sheet	1,07,220.00	
College Deposit.....	7,68,600.00		Add : Purchase during the year.....	+ Nil	
Library Deposit.....		13,76,900.00			1,07,200.00
	1,70,78,692.00	1,70,78,692.00	OBC Girls Scholarship A/c.....	1,180.00	1,180.00
Staff G.P.F. Deducted A/c.....			Swarnim Gujarat Utkrshita Abhyan - A/c.....	2,000.00	2,000.00
OBC Boys Scholarship A/c.....	1,200.00		South Gujarat Electricity Co. Deposit A/c.....	15,176.00	15,176.00
OBC Boys Scholarship A/c.....	1,000.00		Govt. G.P.F. A/c.....	1,70,78,692.00	1,70,78,692.00
Other Trust Scholarship A/c.....	3,795.00		Water Cooler A/c.....	39,900.00	
ST Scholarship : Return to Govt. A/c.....		5,995.00	Electronic Equipments (Stabilizer) A/c.....	25,592.00	
			Computer A/c.....	2,28,535.00	
Depreciation Fund :-	10,76,499.00		Gestner Xerox Copy Printer A/c.....	4,33,400.00	
Dead stock, Furniture Equipment Depr. Fund.....	7,62,150.00		Computer Dot Matrix Printer A/c.....	17,200.00	
Library Books Depreciation Fund.....	39,189.00		Computer U.P.S. A/c.....	34,375.00	
Water Cooler Depreciation Fund.....	4,896.00		Air condition Machine A/c.....	65,600.00	
Zerox Machine Depreciation Fund.....	3,75,794.00		Xerox Machine Purchased A/c.....	55,000.00	
Electricity Equipment Depreciation Fund.....	4,21,948.00				8,99,602.00
Gestner Copier Depreciation Fund.....	2,98,755.00		Central Bank of India 7239 A/c.....	2,83,763.99	
Computer Depreciation Fund.....		29,79,213.00	Surat Dist. Co-Op. Bank 2525 A/c.....	29,967.00	
			Central Bank (3021384537 Scholarship).....	12,674.00	
Jivan Jyot Trust, Amroli - Surat.....	9,14,349.00	9,14,349.00	Surat District Bank (01237 Camp. Dep.).....	3,26,068.70	
Sundry Creditors :			Surat District Bank (01236 Amenity Fund).....	2,49,069.80	
Gurjar Sahitya Bhavan.....	3,887.00		SBI A/c.(30424386546 Tex Deducted).....	6,034.00	
Taxman Allied.....	848.00		Axis Bank A/c.....	22,006.25	
		4,735.00	Surat Dist. Bank 3650 (Books & Equipment).....	33,110.00	
Uni. Exam Fee Refund A/c (Uni.).....	17,360.00	17,360.00			9,62,685.74
Uni. Exam Fee Refund A/c (College).....	225.00	225.00	International Accreditation Organization Application Fee.....	26,144.00	
			Closing Balance.....	14,232.90	
TOTAL		2,61,82,668.08	Profit & Loss A/c.....		
			As per last year Balance sheet	32,80,488.74	
			Add : Purchase during the year.....	7,41,967.75	
					40,22,456.49
			TOTAL		2,61,82,668.08

Enclosure :- 8: Staff Profile

Teaching Staff Profile											
J.J. Shah Arts & H.P. Desai Commerce College, Amroli-Surat											
Sr. No.	Name & Designation	Date of Birth & Age	Sex	Highest Qualification with Subject specialization	Research Experience	Date of appointment in the present position	No. of Years of service in this institution	Total No. of years of service	Pay Scale	Basic Pay & Total emoluments	NET/SLET with year
1	Prin.Dr. Kishorsinh N. Chavda	2.3.66 (47 Years)	M	Ph D (Accountancy)	Nil	1.7.1991	21 Years	21 Years	37400-67000 Grade Pay 10000	48330 (115134)	Nil
2	Ms. Sonal V. Kulkarni	22.1.59 (54 Years)	F	M.Phil(English)	Nil	1.7.1991	21 Years	30 Years	37400-67000 Grade Pay 9000	50830 (116206)	Nil
3	Mr. Rudranath D. Jha	23.4.65 (47 Years)	M	M.Phil (Hindi)	Nil	1.7.1991	21Years	23 Years	37400-67000 Grade Pay 9000	49490 (113441)	Nil
4	Mr. Harshad B. Patel	26.10.64 (48 Years)	M	M.A.(Sociology)	Nil	6.7.1991	21 Years	24 Years	37400-67000 Grade Pay 9000	49490 (113441)	Nil
5	Dr. Rujuta C. Gandhi	14.3.63 (49 Years)	F	Ph. D (Gujarati)	Nil	1.7.1991	21 Years	21 Years	37400-67000 Grade Pay 9000	49490 (113441)	Nil
6	Dr. Rustom N. Sadri	11.4.64 (48 years)	M	Ph. D (Physical Education)	Nil	1.8.1991	21 Years	21 Years	37400-67000 Grade Pay 9000	49490 (113441)	Nil
7	Dr. Rajesh D. Rana	5.10.67 (45 Years)	M	Ph. D (Accountancy)	Nil	1.9.1992	20 Years	20 Years	37400-67000 Grade Pay 9000	46440 (107585)	Nil
8	Mr. Bharat D. Patel	25.6.64 (48 Years)	M	M.Com. (Accountancy)	Nil	1.9.1992	20 Years	20 Years	37400-67000 Grade Pay 9000	46440 (107585)	Nil
9	Mr. Girish B. Joshi	12.11.56 (56 Years)	M	M.A. (Economics)	Nil	1.9.1992	20 Years	20 Years	37400-67000 Grade Pay 9000	46440 (107585)	Nil
10	Ms. Hema D. Dave	24.6.67 (45 Years)	F	M.A. (Gujarati)	Nil	1.9.1992	20 Years	20 Years	37400-67000 Grade Pay 9000	46440 (107585)	Nil
11	Mr. Siby K. Antony	28.5.68 (44 Years)	M	M.A. (English)	Nil	1.9.1992	20 Years	20 Years	37400-67000 Grade Pay 9000	46440 (107585)	Nil
12	Mr. Bharat N. Patel	26.10.68 (44 Years)	M	M.Com. (Accountancy)	Nil	20.11.1995	17 Years	17 Years	37400-67000 Grade Pay 9000	41720 (98522)	Nil
13	Mr. Kanu G. Patel	1.6.68 (44 Years)	M	M.Com. (Accountancy)	Nil	20.11.1995	17 Years	17 Years	37400-67000 Grade Pay 9000	41720 (98522)	Nil
14	Ms. Ritu R. Agarwal	28.4.73 (39 years)	F	M.Phil (English)	Nil	20.11.1995	17 Years	17 Years	37400-67000 Grade Pay 9000	41720 (98522)	Nil
15	Mr. Vijay B. Chaudhari	19.8.66 (46 Years)	M	M.A. (Gujarati)	Nil	1.12.1995	17 Years	20 Years	37400-67000 Grade Pay 9000	46440 (107585)	Nil
16	Dr. Girish N. Rana	6.8.63 (49 years)	M	Ph. D (Accountancy)	Nil	1.8.1996	16 Years	22 Years	37400-67000 Grade Pay 9000	48110 (110791)	Nil
17	Mr. Kanubhai S. Sutariya	31.1.70 (42 Years)	M	M.A. (Economics)	Nil	1.8.1996	16 Years	16 Years	37400-67000 Grade Pay 9000	40240 (95681)	Nil

18	Ms. Nehaben V. Upadhyay	22.5.70 (42 Years)	F	M.Sc. (Statistics)	Nil	5.12.1996	16 Years	16 Years	37400-67000 Grade Pay 9000	38800 (92916)	Nil
19	Dr. Balwant N. Dhimar	1.7.70 (42 Years)	M	Ph. D (Accountancy)	Nil	24.11.1997	15 Years	15 Years	37400-67000 Grade Pay 9000	38800 (93191)	Nil
20	Dr. Sejal N. Desai	6.3.69 (44 Years)	F	Ph. D (Statistics)	Nil	24.11.1997	15 Years	15 Years	37400-67000 Grade Pay 9000	41720 (98522)	Nil
21	Ms. Chhaya U. Naik	13.11.73 (39 Years)	F	M.A. (Economics)	Nil	24.11.1997	15 Years	15 Years	37400-67000 Grade Pay 9000	38800 (92916)	Nil
22	Mr. Jitendra B. Chaudhari	1.5.67 (45 Years)	M	M.A. (Economics)	Nil	24.11.1997	15 Years	15 Years	37400-67000 Grade Pay 9000	38800 (92916)	Nil
23	Mr. Narendra B. Bariya	3.2.65 (48 Years)	M	M.A. (Sanskrit)	Nil	5.10.2004	8 Years	21 Years	37400-67000 Grade Pay 9000	48110 (110791)	Nil
24	Mr. Jitendra D. Vachhani	1.6.66 (46 Years)	M	M.A. (Economics)	Nil	6.10.2004	8 Years	19 Years	37400-67000 Grade Pay 9000	44820 (104474)	Nil
25	Ms. Bindu Thakor	7.10.70 (42 Years)	F	M.Com. (Accountancy)	Nil	20.7.2006	6 Years	19 Years	37400-67000 Grade Pay 9000	43250 (103371)	Nil
26	Mr. Ajit R. Naik	21.5.55 (57 Years)	M	M.Com. (Accountancy)	Nil	1.9.1992	20 Years	20 Years	Fix Pay 11700 (300)	12300	Nil
27	Ms. Binita V. Gheewala	13.12.1970 (42 Years)	F	M.A.(English)	Nil	1.10.2009	3 Years	3 Years	15600-39100 Grade Pay 6000	17610(46471)	Nil
28	Ms. Niharika S. Trivedi	21.8.69 (43 Years)	F	M.Phil (Accountancy)	Nil	1.9.1992	20 Years	20 Years	Fix Pay 11700 (300)	12300	Nil
29	Ms. Punita B. Patel	20.3.73 (40 Years)	F	M.Phil(Sanskrit)	Nil	27.11.1995	17 years	17 years	Fix Pay 11700 (300)	12300	Nil
30	Ms. Zankhana L. Parmar	24.10.77 (35 Years)	F	M.Phil(Econom ics)	Nil	1.9.2009	3 Years	3 Years	15600-39100 Grade Pay 6000	17610(40720)	Nil
31	Ms. Kruti A. Patel	4.9.88 (24 Years)	F	M.Com. (Accountancy)	Nil	1.10.2011	1 Year	1 Year	15600-39100 Grade Pay 6000	16250(38392)	Nil

Support Teaching Staff Profile										
J.Z. Shah Arts & H.P. Desai Commerce College, Amroli-Surat										
S.No.	Name & Designation	Date of Birth & Age	Sex	Highest Qualification with Subject specialisation	Research Experience	Date of appointment in the present position	No. of Years of service in this institution	Total No. of years of service	Pay Scale with basic & total emoluments	NET/SLET with year
1	Dipika P. Lad (Visiting Lecturer)	06-01-1987 (26 Years)	F	M.Com (Accountancy)	Nil	20/7/2009	2 Years & 8 Months	2 Years & 8 Months	Rs. 180 Per Lecture	Nil
2	Kajal R. Balar (Visiting Lecturer)	06-01-1985 (22 Years)	F	M.Com (Accountancy)	Nil	06/07/10	3 Years	3 Years	Rs. 180 Per Lecture	Nil
3	Dilipsinh R. Thakor (Visiting Lecturer)	24-09-1980 (32 Years)	M	M.Phil	Nil	01/07/12	1 Year	3 Years	Rs. 180 Per Lecture	Nil
4	Shobhna R. Prajapati (Visiting Lecturer)	13-09-1989 (23 Years)	F	M.Com (Accountancy)	Nil	21/6/12	9 Months	9 Months	Rs. 180 Per Lecture	Nil
5	Sweta R. Navadiya (Visiting Lecturer)	02-08-1990 (22 Years)	F	M.Com (Accountancy)	Nil	17/7/12	7 Months	7 Months	Rs. 180 Per Lecture	Nil
6	Manisha V. Tank (Visiting Lecturer)	20-03-1990 (22 Years)	F	M.Com (Accountancy)	Nil	25/6/12	9 Months	9 Months	Rs. 180 Per Lecture	Nil
7	Rachna S. Patel (Visiting Lecturer)	24-12-1989 (23 Years)	F	M.Com (Accountancy)	Nil	1/9/2012	6 Months	6 Months	Rs. 180 Per Lecture	Nil
8	Arohi Sumesara (Visiting Lecturer)	01-06-1989 (24 Years)	F	M.Com (Accountancy)	Nil	21/1/2013	1 Month	1 Month	Rs. 180 Per Lecture	Nil
9	Rohit R. Kasundra (Visiting Lecturer)	16-03-1990 (22 Years)	M	M.Sc (App. Stat)	Nil	04/12/12	3 Months	9 Months	Rs. 180 Per Lecture	Nil
10	Jashmini M. Gohil (Visiting Lecturer)	03-12-1989 (23 Years)	F	M.A. (English)	Nil	02/07/12	8 Months	8 Months	Rs. 180 Per Lecture	Nil
11	Jigisha M. Gohil (Visiting Lecturer)	03-12-1989 (23 Years)	F	M.A. (English)	Nil	28/06/12	9 Months	9 Months	Rs. 180 Per Lecture	Nil

Administrative Staff Profile										
J.Z. Shah Arts & H.P. Desai Commerce College, Amroli-Surat										
Sr. No.	Name & Designation	Date of Birth & Age	Sex	Highest Qualification with Subject specialisation	Research Experience	Date of appointment in the present position	No. of Years of service in this institution	Total No. of years of service	Pay Scale	Basic Pay & Total Emoluments
1	Ms. Nayna N. Sheth (Office Superintendent)	27-11-1954 (50 Years)	F	Junior B.Sc		01/07/91	21 Years	21 Years	9300-34800-4400	16430(40334)
2	Mr. Champakbhai N. Patel (Head Clerk - Accounts)	13-7-1963 (49 Years)	M	B.Com		08/07/91	21 Years	21 Years	9300-34800-4400	15820(39162)
3	Mr. Rameshbhai K. Gamit (Head Clerk)	02-06-1962 (50 Years)	M	B.A.		01/03/96	16 Years	16 Years	9300-34800-4200	12790(32942)
4	Mr. Anilbhai U. Chaudhari (Senior Clerk)	01-06-1962 (50 Years)	M	SY.B.Com		21/07/98	14 Years	24 Years	9300-34800-4200	13810(35069)
5	Mr. Dilipbhai G. Mahyavanshi (Senior Clerk)	08-02-1962 (50 Years)	M	B.A.		01/03/96	16 Years	16 Years	5200-20200-2400	9960(24121)
6	Ms. Pushpaben N. Patel (Senior Clerk)	20-11-1968 (44 Years)	F	B.A.		1/3/96	16 Years	16 Years	5200-20200-2400	9750(23668)
7	Mr. Vasanthbai M. Patel (Junior Clerk)	22-04-1963 (49 Years)	M	SSC		01/08/98	14 Years	30 Years	5200-20200-2400	11110(26279)
8	Mr. Kishore R. Solanki (Junior Clerk)	15-05-1968 (44 Years)	M	SSC		01/08/98	14 Years	19 Years	4440-7440-1400	8040(19395)
9	Mr. Shivaji B. Pawar (Head Peon)	01-06-1955 (57 Years)	M	Std. 7 Pass		01/07/91	21 Years	21 Years	4440-7440-1650	8130(18973)
10	Mr. Shammukh L. Gohil (Peon)	15-03-1960 (53 Years)	M	Std. 5 Pass		04/07/91	21 Years	21 Years	4440-7440-1400	7870(17993)
11	Mr. Raysinh N. Patel (Peon)	01-06-1966 (46 Years)	M	Std. 8 Pass		08/07/91	21 Years	21 Years	4440-7440-1400	7870(17993)
12	Mr. Rajesh I. Rathod (Peon)	09-10-1971 (41 Years)	M	Std. 7 Pass		1/7/1992	20 Years	20 Years	4440-7440-1400	7870(17993)
13	Mr. Gopal T. Gavit (Watchman)	01-06-1960 (52 Years)	M	Std. 4 Pass		1/3/1996	17 Years	17 Years	4440-7440-1400	7430(17149)
14	Ms. Kamalaben B. Chauhan (Sweeper)	26-02-1962 (50 Years)	F	Std. 6 Pass		1/3/1996	17 Years	17 Years	4440-7440-1400	7430(17209)

Administrative Support Staff										
J. Z. Shah Arts & H.P. Desai Commerce College, Amroli										
Sr. No.	Name and Designation	Date of Birth & Age	Sex	Highest Qualification	Research Experience	Date of Appointment in the Present Position	No. of Years of Service in this institution	Total No. of years of Service	Pay Scale	Basic Pay & Total Emoluments
1	Mr. Kamlesh	27/10/1980 (32 Years)		B.Com		23/07/2009 Junior Clerk	03 Years	03 Years	Fix Pay	11000/-
2	Mr. Pradip H. Jain	7/3/1953 (59 Years)	M	B.Com		15/06/2011	01 Year	01 Year	Fix Pay	11500/-
3.	Ms. Urmila B. Tandel	25/06/1974 (38 Years)	F	M.A., B.Lib. Sc.		15/12/2010	02 Years	02 Years	Fix Pay	5000/-
4.	Ms. Prasila Patel	11/06/1981 (31 Years)	F	M.A., B.Ed.		19/01/2009	04 Years	04 Years	Fix Pay	4700/-
5.	Ms. Dipika D. Dhivre	18/10/1990 (22 Years)	F	B.A.		01/12/2008	04 Years	04 Years	Fix Pay	4500/-
6.	Ms. Varsha D. Dhivre	31/05/1992 (20 Years)	F	B.A.		15/01/2010	03 Years	03 Years	Fix Pay	4250/-
Technical Support Staff										
7.	Mr. Briges B. Vaghela	23/11/1991 (22 Years)	M	B.A. Technical Assistant		01/06/2011	01 Year 08 Months	01 Year 08 Months	Fix Pay	4,000/-
8.	Mr. Pankaj A. Gajjar	06/07/1984 (29 Years)	M	SSC Technician		26/11/2012	03 Months	03 Months	Fix Pay	4,000/-
9.	Mr. Anand K. Patel	12/12/1986 (26 Years)	M	ITI Electrician		16/03/2012	1 Year	1 Year	Fix Pay	7,500/-

Enclosure :- 9 : UGC Sanction Letter

UNIVERSITY GRANTS COMMISSION
Western Regional Office
Ganeshkhind Road, Pune - 411 007.

Date:
Tel: 25691477, 25696897
Fax: (020) 25691477
Web site: www.ugc.ac.in

No.F.18-20/07 (WRO)

28 FEB 2011

The Accounts Officer
University Grants Commission (WRO)
Pune-411 007.

Subject: Development assistance to colleges for Merged Schemes under XIth Plan- release of grants-in-aid.
Sir/Madam,

On the basis of the recommendations of the Expert Committee which assessed the XIth Plan Development proposal of J.Z.Shah Arts & H.P.Desai Commerce College J.Z.Shah Arts & H.P.Desai Commerce College, Amroli, Gujarat Gujarat394107 and UGC approval letter no F.1-1/2009(RO/Policy/Interface Meeting) dated 28.10.09, the following allocation cum sanction has already been made. Now we hereby convey release of 80% of remaining grant for Books, Journals & Equipment under the component Special grant for enhancement of initiative for capacity in colleges (Sr. No. 6). Now the total allocation for Books/Journals & Equipment becomes 100 % under this scheme so that colleges can utilize these grants more meaningfully.

		(in rupees)			Head : B(i) c
Head	Grant allocated	Grant already sanctioned	Difference of grant being sanctioned upto 60% of allocation	Total grant sanctioned	
1	2	3	4	5	
Merged Schemes:					
1.	Improvement of facilities in existing premises	200000	0		0
2.	Rejuvenation of Infrastructure in Old Colleges (Established before 15 th August, 1947)		0		0
3.	'Catch-up' grant for Young Colleges				
*	Building		0		0
	Books and Journals	200000	200000		200000
	Equipment	1000000	1000000		1000000
	Total:	1200000	1200000		1200000
4.	Colleges located in Rural/Remote/ Border/ Hill/ Tribal Areas (Certificate of location from Govt. Officer not below the rank of BDO to be furnished)				
	Accommodation for teachers/ students on rental basis		0		0
	Conveyance allowance to students		0		0
	Developing and implementing location specific curricula		0		0
	Total:	0	0		0

5.	Colleges with relatively higher proportion of SC/ST/OBC	600000	120000		120000
6	Special grant for enhancement of initiative for capacity building in Colleges				
	Books and Journals	150000	30000	120000	150000
	Equipment	500000	100000	400000	500000
*	Building: Classroom, laboratory	50000	0	0	0
	Furniture, fixtures for new classroom, laboratory		0	0	0
	Total:	700000	130000	520000	650000
7	Establishment of Day Care Centers in Colleges	200000	200000		200000
8	Colleges in Backward Areas (Identified Districts enclosed)				
*	Building		0		0
	Books and Journals	600000	600000		600000
	Equipment including PC	600000	600000		600000
	Total:	1200000	1200000		1200000
9	Establishment of UGC-Network Resource Centre (UGC-NRC) (First time assistance)				
	Pentium PC (latest) Printer, UPS, Software, Fax Modem		0		0
	Internet Connectivity		0		0
	Establishment of UGC-Network Resource Centre (UGC-NRC) (Second time assistance)				
	Purchase/ up gradation of computers	100000	90000		90000
	Internet Connectivity	36000	21600		21600
	Total:	136000	111600		111600
10	Equal Opportunity Centre in Colleges				
	Contingency, meetings, honorarium to Advisor	150000	90000		90000
	Short term course on positive discrimination	75000	45000		45000
	Total:	225000	135000		135000
11	Remedial Coaching for SC/ST/OBC (excluding creamy layer) and Minorities (100 students must belong to categories mentioned)				
	Equipment	300000	300000		300000
	Books, Journals, Study Materials	200000	200000		200000
	Recurring items including honorarium, remuneration, TA, payment to part-time LDC, Contingency	600000	120000		120000
	Total:	1100000	620000		620000
12	Coaching for NET/SET for SC/ST/OBC (excluding creamy layer) and Minorities (Colleges with Postgraduate departments only)				
	Equipment	250000	250000		250000

	Books, Journals, Study Materials	100000	100000		100000
	Recurring items including honorarium, remuneration, TA, hospitality, Payment to Part-time LDC, Contingency	450000	90000		90000
	Total:	800000	440000		440000
13	Coaching classes for entry in services for SC/ST/OBC (excluding creamy layer) and Minorities (100 students must belong to the categories mentioned)				
	Equipment	300000	300000		300000
	Books, Journals, Study Materials	200000	200000		200000
	Recurring items including honorarium, remuneration, TA, hospitality, payment to Part-time LDC, Contingency	600000	120000		120000
	Total:	1100000	620000		620000
14	Higher Education for persons with special needs (HEPSN)				
	Component 1 Establishment of Enabling Units for differently-abled persons.				
	General administration, stationery, contingency, services of experts and personnel for organizing awareness programmes,	150000	90000		90000
	Honorarium to Coordinator	144000	86400		86400
	Component 2 Providing access to differently-abled persons (one-time assistance)	500000	0		0
	Component 3 Providing special equipment to augment educational services for differently-abled persons (one time assistance)	150000	135000		135000
	Financial assistance to visually challenged teachers		0		0
	Total:	944000	311400		311400
15	Career and Counseling Cell				
	Computers with internet, Laser printer, photocopier, Fax	200000	120000		120000
	Hiring charges, TA/DA to Counsellor, Resource persons, payment of honorarium, reading material, contingency	300000	60000		60000
	Total:	500000	180000		180000
	Grant Total	8905000	5268000	520000	5788000

1. The terms and conditions are applicable as already being followed by the college under various UGC Schemes from time to time and as finalized under 11th Plan guidelines. The sanctioned amount is debitible to the major Head B(i) c and is valid for the financial year 2010-11.

2. The amount of the grants shall be drawn by the Accounts Officer, DDO, UGC (WRO), Pune on the grant-in-aid bill and shall be disbursed to and credited to the Principal of the college by cheque/DD/Mail Transfer.
 3. The grant is subject to adjustment on the basis of utilization certificate in the prescribed proforma submitted by the university/ college/ institution.
 4. The university/ college shall maintain proper accounts of expenditure incurred out of the grants, which shall be utilised only on approved items of expenditure.
 5. The assets acquired wholly or substantially out of UGC grant shall not be disposed of or encumbered or utilised for purposes other than those for which the grant was given and should, at any time, the college cease to function, such assets shall back revert to the UGC.
 6. The institution should maintain an inventory of permanent or semi-permanent assets created/acquired mainly out of the grant given by the UGC. The inventory should be kept upto date and a certificate to this effect should be furnished along with the utilization certificate. A register of the assets acquired wholly or substantially out of the grant shall be maintained by the university/ college in the prescribed form.
 7. The university/college shall follow strictly all the instructions issued by the Government of India from time to time with regard to reservation of posts for SC/ST/OBC(creamy layer).
 8. The university/college shall fully implement the Official Language Policy of the Union Government and comply with the Official Language Act, 1963 and Official Languages (use for official purposes of the Union) Rules, 1976 etc.
 9. Interest earned by the college/institution against UGC grants, if any, will be treated as an additional grant and must be specifically incorporated in the statement of expenditure while submitting it to UGC (WRO).
 10. The sanction issues in exercise of the delegation of powers vide Commission office order No. 25/92 dated May 01, 1992.
 11. An amount of Rs. _____ out of the grant of Rs. _____ sanctioned vide letter of even no. dated _____ has been utilised by the college for the purpose for which it was sanctioned and noted in Grant-in-Aid Register at page No. _____.
 12. Simple interest will be levied wherever grants remain unutilized.
 13. The funds to the extent are available under the scheme.
- * Building 1st installment of grant will be released only after the college submits all required documents in accordance with UGC guidelines. Construction / renovation of the building should not be started before receiving approval of plans (blue-print) and estimates from UGC(WRO).

Yours faithfully,

(Dr. G. Srinivas)
Joint Secretary

Copies forwarded for information and necessary action to:

- i) The Principal,
J.Z.Shah Arts & H.P.Desai Commerce College
Amroli
Gujarat - 394107
- ii) The Director, B.C.U.D./C.D.C., University of South Gujarat.
- iii) The Director, Higher Education, Gujarat, Gandhinagar
- iv) Accountant General, Govt. of Gujarat, Gandhinagar
- iv) Guard File.

Dr. G. Srinivas
25/04/2011

J. Z. SHAH ARTS &
H. P. DESAI COMMERCE
COLLEGE, AMROLI
Inward No. 276
Date : 25/04/2011

(Dr. G. Srinivas)
Joint Secretary

UNIVERSITY GRANTS COMMISSION
Western Regional Office
Ganeshkhind Road, Pune - 411 007.

Date : 0 FEB 2011
Tel: 25691477, 25696897
Fax : (020) 25691477
Web site : www.ugc.ac.in

No. F. 18-20/07/CD (WRO)

The Accounts Officer
University Grants Commission (WRO)
Pune-411 007.

Subject: Development assistance to colleges for College Development under XIth Plan- release of grants-in-aid for Books/Journals and Equipment upto 100% of Allocation.

Sir/Madam,

On the basis of the recommendations of the Expert Committee which assessed the XIth Plan development proposal of J.Z.Shah Arts & H.P.Desai Commerce College, Amroli, Gujarat Gujarat394107 and UGC approval letter no F.1-2009(RO/Policy/Interface Meeting) dated 28.10.09, the following allocation cum sanction has already been made. Now we hereby convey release of 40% of remaining grant for Books, Journals & Equipment. Now the total allocation for Books, Journals & Equipment becomes 100 % so that colleges can utilize these grants more meaningfully.

		(In rupees)			Head : B(i) c
Head	Grant allocated	Grant already released 60%	Grant being released for Books & Equip 40%	Total grant released for (Books, Equip 100%, other 60%)	
1	2	4	5	6	
Under Graduate					
1	Books & Journals	1000000	600000	400000	1000000
2	Equipment	700000	420000	280000	700000
3	Maintenance of equipment	100000	60000	-	60000
4	Construction/ extension/ renovation of building (specify type of building)		0	-	0
5	Improvement of facilities in existing premises		0	-	0
6	Enhancement of initiative for competence building	100000	60000	-	60000
7	Examination reform		0	-	0
8	Educational Innovation		0	-	0
9	Field work / Study tours		0	-	0
10	Extension activities	100000	60000	-	60000
	Total	2000000	1200000	680000	1880000

Post Graduate Education

Name of the Department :

1	Books & Journals		0		0
2	Equipment		0		0
3*	Building		0		0
4	Field work / Study tours		0		0
5	Any other (specify)		0		0
Total:		0	0		0

Name of the Department :

1	Books & Journals		0		0
2	Equipment		0		0
3*	Building		0		0
4	Field work / Study tours		0		0
5	Any other (specify)		0		0
Total:		0	0		0

Name of the Department :

1	Books & Journals		0		0
2	Equipment		0		0
3*	Building		0		0
4	Field work / Study tours		0		0
5	Any other (specify)		0		0
Total:		0	0		0

Name of the Department :

1	Books & Journals		0		0
2	Equipment		0		0
3*	Building		0		0
4	Field work / Study tours		0		0
5	Any other (specify)		0		0
Total:		0	0		0

Name of the Department :

1	Books & Journals		0		0
2	Equipment		0		0
3*	Building		0		0
4	Field work / Study tours		0		0
5	Any other (specify)		0		0

Total:		0	0		0
Name of the Department :					
1	Books & Journals		0		0
2	Equipment		0		0
3*	Building		0		0
4	Field work / Study tours		0		0
5	Any other (specify)		0		0
Total:		0	0		0
Name of the Department :					
1	Books & Journals		0		0
2	Equipment		0		0
3*	Building		0		0
4	Field work / Study tours		0		0
5	Any other (specify)		0		0
Total:		0	0		0
Total Postgraduate Education		0	0		0
1	Name of the Course:	0	0	0	0
2	Name of the Course:		0	0	0
3	Name of the Course:		0	0	0
Total		0	0	0	0
Grant Total		2000000	1200000	680000	1880000

1. The terms and conditions are applicable as already being followed by the college under various UGC Schemes from time to time and as finalized under 11th Plan guidelines. The sanctioned amount is debitible to the major Head B(i) and is valid for the financial year 2010-11.
2. The amount of the grants shall be drawn by the Accounts Officer, DDO, UGC (WRO), Pune on the grant-in-aid bill and shall be disbursed to and credited to the Principal of the college by cheque/DD/Mail Transfer.
3. The grant is subject to adjustment on the basis of utilization certificate in the prescribed proforma submitted by the university/ college/ institution.
4. The university/ college shall maintain proper accounts of expenditure incurred out of the grants, which shall be utilised only on approved items of expenditure.
5. The assets acquired wholly or substantially out of UGC grant shall not be disposed of or encumbered or utilised for purposes other than those for which the grant was given and should, at any time, the college cease to function, such assets shall back revert to the UGC.



The institution should maintain an inventory of permanent or semi-permanent assets created/acquired mainly out of the grant given by the UGC. The inventory should be kept upto date and a certificate to this effect should be furnished along with the utilization certificate. A register of the assets acquired wholly or substantially out of the grant shall be maintained by the university/ college in the prescribed form.

7. The university/college shall follow strictly all the instructions issued by the Government of India from time to time with regard to reservation of posts for SC/ST/OBC(creamy layer).
8. The university/college shall fully implement the Official Language Policy of the Union Government and comply with the Official Language Act, 1963 and Official Languages (use for official purposes of the Union) Rules, 1976 etc.
9. Interest earned by the college/institution against UGC grants, if any, will be treated as an additional grant and must be specifically incorporated in the statement of expenditure while submitting it to UGC (WRO).
10. The sanction issues in exercise of the delegation of powers vide Commission office order No. 25/92 dated May 01, 1992.
11. An amount of Rs. _____ out of the grant of Rs. _____ sanctioned vide letter of even no. dated _____ has been utilised by the college for the purpose for which it was sanctioned and noted in Grant-in-Aid Register at page No. _____.
12. Simple interest will be levied wherever grants remain unutilized.
13. The funds to the extent are available under the scheme.
14. *

Building 1st installment of grant will be released only after the college submits all required documents in accordance with UGC guidelines. Construction / renovation of the building should not be started before receiving approval of plans (blue-print) and estimates from UGC (WRO).

Yours faithfully,

Dr. G. Srinivas
(Dr. G. Srinivas)
Joint Secretary

Copies forwarded for information and necessary action to:

- i) **The Principal,**
J.Z.Shah Arts & H.P.Desai Commerce College
Amroli,
Gujarat - 394107
- ii) The Director, B.C.U.D./ C.D.C., University of South Gujarat
- iii) The Director, Higher Education, Gujarat, Gandhinagar
- iv) Accountant General, Govt. of Gujarat, Gandhinagar
- v) Guard File.

Dr. G. Srinivas
(Dr. G. Srinivas)
Joint Secretary

@nehl
9/04/2011



Enclosure :- 10 : Letter of Compliance

Grant In Aid College Affiliated to Veer Narmad South Gujarat University, Surat.- Managed by Jivan Jyot Trust, Amroli.

J. Z. SHAH ARTS & H. P. DESAI COMMERCE COLLEGE, AMROLI - SURAT.

ACCREDITED 'B' (CGPA 2.27) BY NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

B.A. [Principal - Gujarati & Economics] - B.Com. [Eng. & Guj. Medium]

M.A. [Gujarati, English, Sanskrit, Economics]- M.Com. [Accountancy - English & Gujarati Medium]

Website : www.amrolicollegesurat.com Fax/Ph.No. : (0261) 2499382 - 2495288 E-mail : principal@amrolicollegesurat.com

At. & Post : AMROLI- SURAT - 394107, Station : Utran (W.R.), Ta. Choryasi, Dist : SURAT, Gujarat (India)

Prin. Dr. K. N. Chavda

M.Com. B.Ed., M.Phil., Ph.D.
Ex. Syndicate Member, V.N.S.G.U., Surat.
Senate Member, V.N.S.G.U., Surat.
P.G. Incharge (M.Com.) & H.O.D. Accountancy.



Our Ref. No. :

Date : / /201



Certificate of Compliance

(Affiliated/Constituent/Autonomous Colleges and Recognized Institutions)

This is to certify that J.Z.Shah Arts & H.P. Desai Commerce College, Amroli – Surat, Gujarat fulfils all norms

1. Stipulated by the affiliating University and/or
2. 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: 27/02/2013

Place: Amroli



K. N. Chavda
Principal / Head of the Institution
Dr. Kishorsinh N. Chavda

PRINCIPAL
J. Z. SHAH ARTS &
H. P. DESAI COMMERCE COLLEGE
(Name and Signature with Office seal)
AMROLI-394 107, (SURAT)
PH. NO. 0261-2499382, 2495288

Declaration by the Head of the Institution

I certify that that the data included in this Self-Study Report (SSR) 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.

Signature of the Head of the institution
with seal:

Place: Amroli
Date: 27th February, 2013