

# The Annual Quality Assurance Report (AQAR) of the IQAC

Academic Year 2017 - 18

Part – A

## 1. Details of the Institution

<b>1.1</b>	<b>Name of the Institution</b>	J.Z.Shah Arts & H.P. Desai Commerce College, Amroli
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### 1.2 Address:

<b>Address Line 1</b>	At & Post Amroli
<b>Address Line 2</b>	District Surat
<b>City/Town</b>	Surat
<b>State</b>	Gujarat
<b>Pin Code</b>	394107

<b>Institution e-mail address</b>	<a href="mailto:principal@acs.ac.in">principal@acs.ac.in</a>
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<b>Contact Nos.</b>	0261 – 2499382/2495288
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<b>Name of the Head of the Institution:</b>	Dr. Kishorsinh N. Chavda
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<b>Tel. No. with STD Code:</b>	<b>0261 – 2499382/2495288</b>
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<b>Mobile:</b>	9825897197
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<b>Name of the IQAC Co-ordinator:</b>	Dr. Sejal Desai
<b>Mobile:</b>	9712529125
<b>IQAC e-mail address:</b>	prin1@acs.ac.in

<b>1.3</b>	<b>NAAC Track ID (For ex. MHCogn 18879)</b>	<b>GJCOGN 13539</b>
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<b>1.4</b>	<b>NAAC Executive Committee No. &amp; Date:</b> <i>(For Example EC/32/A&amp;A/143 dated 3-5-2004. This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)</i>	<b>EC/66/RAR/016</b> <b>dated 21- 2 -</b> <b>2014</b>
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<b>1.5</b>	<b>Website address:</b> <b>Web-link of the AQAR:</b>	<a href="https://www.acs.ac.in/wp-content/uploads/2019/05/Final-AQAR-2017-2018.pdf">https://www.acs.ac.in/wp-content/uploads/2019/05/Final-AQAR-2017-2018.pdf</a>
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## 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	2.27	2008	5 Years
2	2 <sup>nd</sup> Cycle	B	2.74	2014	5 Years
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7	Date of Establishment of IQAC:	17/04/2009
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1.8	AQAR for the year (for example 2010-11)	2017-2018
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**Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)**

- AQAR (2013-14) Submitted to NAAC on 06/09/2014
- AQAR (2014-15) Submitted to NAAC on 16/09/2015
- AQAR (2015-16) Submitted to NAAC on 21/10/ 2016
- AQAR (2016-17) Submitted to NAAC on 24/11/2017
- AQAR (2017-18) Submitted to NAAC on 29/10/2018

### Institutional Status:

University	State	Central	Deemed	Private
	√			

Constituent College	Yes	No
		√

Affiliated College	Yes	No
	√	

Autonomous college of UGC	Yes	NO
		√

Regulatory agency approved Institution (eg. AICTE, BCI, MCI, PCI, NCI)	Yes	No
	UGC	

### Type of Institution

Co-education	Men	Women
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√		
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<b>Urban</b>	<b>Rural</b>	<b>Tribal</b>
√		

**Financial Status:**

<b>Grant-in-aid</b>	<b>UGC 2(f)</b>	<b>UGC 12B</b>	<b>Grant-in-aid + Self Financing</b>	<b>Totally Self-financing</b>
√	√	√	√	

**Type of Faculty/Programme**

<b>Arts</b>	√
<b>Science</b>	
<b>Commerce</b>	√
<b>Law</b>	
<b>PEI(Phys Edu)</b>	
<b>TEI(Edu)</b>	
<b>Engineering</b>	
<b>Health Science</b>	
<b>Management</b>	
<b>Others (Specify)</b>	

**Name of the Affiliating University (*for the Colleges*)**

**Veer Narmad South Gujarat University, Surat- Gujarat**

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

<b>Autonomy by State/Central Govt. / University</b>	-----	<b>UGC-COP Programmes</b>	-----
<b>University with Potential for Excellence</b>	-----	<b>UGC-CPE</b>	-----
<b>DST Star Scheme</b>	-----	<b>UGC-CE</b>	-----
<b>UGC-Special Assistance Programme</b>	-----	<b>DST-FIST</b>	-----
<b>UGC-Innovative PG programmes</b>	-----	<b>Any other (<i>Specify</i>)</b>	<b>College wins the Rotary Round Town Trophy for the collecting the Highest number of Blood Bags FOURTEEN Time in a</b>

			<b>Row in Surat City</b>
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## **2. IQAC Composition and Activities**

<b>2.1</b>	<b>No. of Teachers</b>	12
<b>2.2</b>	<b>No. of Administrative/Technical staff</b>	01
<b>2.3</b>	<b>No. of students</b>	01
<b>2.4</b>	<b>No. of Management representatives</b>	01
<b>2.5</b>	<b>No. of Alumni</b>	02
<b>2.6</b>	<b>No. of any other stakeholder and Community representatives</b>	01
<b>2.7</b>	<b>No. of Employers/ Industrialists</b>	01
<b>2.8</b>	<b>No. of other External Experts</b>	02
<b>2.9</b>	<b>Total No. of members</b>	21

**No. of IQAC meetings held: 04**

**No. of meetings with various stakeholders:**

<b>Faculty</b>	<b>Non-Teaching staff</b>	<b>Alumni</b>	<b>Others</b>	<b>Total</b>
02	02	02	02	09

**Has IQAC received any funding from UGC during the year? (If yes, mention the amount)**

<b>Yes</b>	<b>No</b>	<b>Amount</b>
√		<b>300000</b>

**Seminars and Conferences (only quality related)**

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

<b>International</b>	<b>National</b>	<b>State</b>	<b>Institution</b>	<b>Total</b>
<b>00</b>	<b>00</b>	<b>00</b>	<b>05</b>	<b>05</b>

(ii) Themes:

- 1.Seminar on Career in Financial sectors for students**
- 2. One day “Dayan Shibir” associate with “Osho Lotus Charitable Trust” for students, faculty & Society.**
- 3. Workshop on “Emerge, Need&Scope of Research” for PGStudents& faculty.**
- 4.Workshop on “Open source Software Using Spoken Tutorials” collaboration with National Mission on Education through ICT, MHRD and IIT Bombay.**
- 5. Faculty Development Program on “New Methodology of NAAC”**

### Significant Activities and contributions made by IQAC

Criteria	Activities	IQAC Contribution
Curricular aspects	<ul style="list-style-type: none"> <li>-Yearly academic plan prepared and implemented.</li> <li>-Feedback system is being consistently followed&amp; attempt to obtain feedback from all stakeholders</li> <li>-Introduce Internshipprogramme</li> <li>-Introduce New Certificate Courses</li> </ul>	IQAC provides timely guidance for conducting activities.
Teaching, learning and evaluation	<ul style="list-style-type: none"> <li>-Evaluation process</li> <li>-Orientationprogramme for first year students</li> <li>-Preparation for lesson plans</li> <li>-Assignments,in-house projects, power point presentation</li> <li>-Technology enablement</li> <li>- Feedback on Teacher evaluation by Students</li> </ul>	IQAC encourages faculties on improved teaching methodologies. Enhancement of learning Infrastructure in form of ICT Support, equipment" s etc.
Research consultancy and extension	<ul style="list-style-type: none"> <li>-Encouraged faculty members to participate andpresent papers at state, national and international seminars, conferences and workshops</li> <li>-Organised Guest lecturers / seminars / workshop</li> <li>- MOU</li> </ul>	IQAC imitates in bringing research culture. IQAC play very active role for making collaborative endeavor impactful.
Infrastructure and learning outcomes	<ul style="list-style-type: none"> <li>- Up gradation in IT infrastructure</li> <li>-Library up gradation</li> </ul>	IQAC recommends to upgrade institutional infrastructure.
Student support and progression	<ul style="list-style-type: none"> <li>-Arrange Inter college and Inter class competition under „Saptdhara“</li> <li>-NSS</li> <li>-NCC</li> <li>-PRAGYAN, an institutional social responsibility</li> <li>-Career Guidance programme</li> <li>- Career Counselling</li> <li>-Internship program for students</li> <li>- Placement</li> <li>-Gender sensitisation programme</li> <li>-Yoga and meditation for students</li> <li>-Environmental awareness programme</li> <li>-Health awareness programme</li> <li>-College fest INNOVISION- 2018organised by student" s union</li> <li>-Centre for state government examination</li> </ul>	IQAC encourage student" s well- being.
Governance, leadership and management	<ul style="list-style-type: none"> <li>-Maintenance of transparencyin admission</li> <li>- ISO certification</li> </ul>	IQAC recommends quality policies.

Innovations and Best practices	-To develop collaboration and Best practices	IQAC aims at institutional upliftment through best practices.
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### Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
<p>1. Curricular aspects</p> <p>-To make feedback process more effective.</p> <p>-To increase the program options available to students in terms of Certificate course.</p>	<p>-Yearly academic plan prepared and implemented.</p> <p>- Efforts to make feedback process more effective: Feedback system is being consistently followed &amp; attempt to obtain feedback from all stakeholders. Also introduce Online feedback system from this year for</p> <ol style="list-style-type: none"> <li>1. Feedback on Teacher evaluation by Students</li> <li>2. Feedback on Curriculum form teachers, Students &amp; Industrialist</li> <li>3. Feedback on Library facilities by Students</li> </ol> <p>-To increase the program options available to students in terms of Certificate course :</p> <p>Introduce new Certificate courses offered through college:</p> <ol style="list-style-type: none"> <li>1. „Communication skills” for pre placement training.</li> <li>2. Job oriented „Digital marketing” course for all second year students</li> <li>3. Teaching Techniques, Digital India, Entrepreneurship development and value education for skill development</li> <li>4. IIT Bombay Spoken tutorial „LibreOffice Suite Base” for all students</li> </ol>
<p>2. Teaching, learning and evaluation</p> <p>- Admission</p> <p>- Feedback on Teacher evaluation by Students</p>	<p>- Admission</p> <ol style="list-style-type: none"> <li>1. Online Admission procedures. Admission procedures are well advertised through prospects, website, I-notice boards, social media, counselling during admission etc.</li> <li>2. All the seats in Aided/ self-finance classes for first year B.Com and PG ( MA &amp;</li> </ol>

	<p>MCOM) were filled up in centralised admission process through VNSGU.</p> <p>- Feedback on Teacher evaluation by Students</p> <p>1. All the programmes are monitored with regard to teaching through feedback. Analysis of each department and teacher communicating it to the respective teacher/ department for improvement. This has helped in enhancing the quality of programme.</p>
<p>3. Research consultancy and extension</p> <p>- Support in initializing Quality initiatives</p> <p>- Effort to make collaborative endeavor impactful.</p>	<p>- Support in initializing Quality initiatives</p> <p>Guest lecturers / seminars / workshop arranged for teachers and students in the college are</p> <p>1. Workshop on “Open source Software Using Spoken Tutorials” collaboration with National Mission on Education through ICT, MHRD and IIT Bombay for faculties on 28<sup>th</sup> June, 2017</p> <p>2. Four-day workshop on Goods and Service Tax (GST) for students and faculty on 14<sup>th</sup> to 18<sup>th</sup> August, 2017.</p> <p>3. Workshop on “Emerge, Need &amp; Scope of Research” for PG Students &amp; Research students on 16<sup>th</sup> December, 2017.</p> <p>4. Seminar on Career in Financial sectors for students and faculty on 7<sup>th</sup> February, 2018.</p> <p>5. Faculty Development Program on “New Methodology of NAAC” on 27<sup>th</sup> February, 2018.</p> <p>- Effort to make collaborative endeavor impactful</p> <p>1. Sign MOU with Department of Management, Parul University, Vadodara for academic development of teachers and students.</p> <p>2. Sign MOU with Jewellery designing Institute-Surat for skill development of students.</p> <p>3. Sign MOU with ITM Skill Academy,</p>

	<p>Ahemadabad for skill development of students.</p> <p>4. Sign MOU with Global Innovative consultancy, Surat for skill development and employment of students.</p> <p>5. Sign MOU with International institute of Import and Export Management for skill development and employment of students.</p> <p>6. Sign MOU with DB corp Led. (Divya Bhaskar) for skill development and employment of students.</p> <p>7. Sign MOU with Gruham Developers, Surat for employment of students.</p> <p>8. Sign MOU with Gujarat Women's Organisation "Shakitmanch" for skill development and employment students.</p> <p>9. Sign MOU with Future Management Services, Surat for skill development and employment students.</p> <p>10. Sign MOU with Lions Clubs of Surat Spandan for social activities and students activities.</p>
<p>4. Infrastructure and learning outcomes</p> <p>- Up gradation in IT infrastructure</p> <p>- Library up gradation</p>	<p>- Up gradation in IT infrastructure</p> <p>1. Introduce Google Classroom application</p> <p>2. Develop Whats app group to communicate with students.</p> <p>3. Put e-notice board for displaying daily &amp; upcoming events notice.</p> <p>- Library up gradation</p> <p>1. Enhancement of Library up gradation in form of ICT support.</p> <p>2. Introduce Feedback on Library facilities by Students</p>
<p>5. Skill oriented program</p> <p>- Students centric activities</p>	<p>1. Sessions for Enhancing the Ability through Learning (SEAL) Personality development lectures (PD) as part of the regular time table</p> <p>2. One-day workshop on "Tie &amp; Dye Technique" on fabric on 28<sup>th</sup> August, 2017.</p> <p>3. One day "Dayan Shibir" associate with</p>



	<p>“Osho Lotus Charitable Trust” for students, faculty &amp; Society 21<sup>st</sup> January, 2018.</p> <p>4. Orientation program on Vipassana meditation 18<sup>th</sup> January, 2018.</p> <p>5. Seminar on cashless and Digital India and arrange many more seminars/lectures for overall development of students.</p> <p>6. Every year regularly College arrange Inter college and Inter class competition under „Saptdhara” activities Gov. of Gujarat initiative.</p> <p>7. Six days workshop on Beauty Parlour and Chocolates Making on 29<sup>th</sup> Nov. to 5<sup>th</sup> Dec., 2017</p> <p>-NSS.</p> <p>-NCC.</p> <p>-PRAGYAN, an institutional social responsibility.</p> <p>-Career Guidance programmes.</p> <p>-Gender sensitisation programmes.</p> <p>-Yoga and meditation for students.</p> <p>-Environmental awareness programmes.</p> <p>-Health awareness programmes.</p> <p>-Women Empowerment programmes.</p> <p>-College fest INNOVISION-2017 organised by student's union.</p> <p>- Campaign for driving License, Election Voting Card, Pan Card, Aadhar Card, Passport and Cleanliness for students.</p>
6. Student mentoring program	<p>1. Arranged motivational programs.</p> <p>2. Arranged career guidance, value based and job oriented seminars, placement drive in various field.</p> <p>3. Online Career Counselling test is taken of all T YBCOM students and analysis report is given to each student.</p>
7. Governance, leadership and management	<p>1. Maintenance of transparency in admission</p> <p>2. <i>College have been able to receive</i></p>

	<i>prestigious certificates ISO 9001:2015 for QUALITY MANAGEMENT SYSTEM, ISO 14001:2015 for ENVIRONMENTAL MANAGEMENT SYSTEM &amp; OHSAS 18001:2007 for Safety Management on 2<sup>nd</sup> October, 2017</i>
8. Environmental awareness	<p>1. Install new RO plant with capacity of 600 litre replace with existing RO plant.</p> <p>2. Save Environment Install Sanitary Napkins Vending Machine &amp; Sanitary Napkins destroyer.</p> <p>3. Install Solarenergy plant</p> <p>4. Green Club is establish to do activities related to environment by students &amp; Alumni.</p>
9. To involve Alumni	<p>1. Alumni association joins hands with with current students and prepared decorative clay diyas for Diwali for charity of visually disable students.</p> <p>2. Alumni served their services as judge in different inter college competition organized in college.</p> <p>3. Alumni are lending a helping hand with Green Club to do activities related to environment.</p>
10. Community extension program.	Pragyan - Additional remedial teaching to students of Amroli Prathmik Shala.
11. Best practices	Babasaheb Ambedkar open University Center

*\* Academic Calendar of the year 2017-18as Annexure- I*

#### 2.15 Whether the AQAR was placed in statutory body

Yes	No	Management	Syndicate	Any other Body
✓				IQAC & Teaching Staff

Provide the details of the action taken:

The proposed plan of action has been placed before IQAC & teaching staff for discussion and approval. The AQAR has been scrutinized and approved for implementation.

## Part – B

### Criterion 1: Curricular Aspects

#### Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	--	--	--	--
PG	04	00	00	00
UG	03	00	01	00
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	--	--	03	06
Others	--	--	--	--
<b>Total</b>	07	00	03	06

Interdisciplinary	00	--	--	--
Innovative	00	--	--	--

(i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options -CBCS

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	07
Trimester	00
Annual	00

#### Feedback from stakeholders\*

Alumni	Parents	Employers	Students
✓	✓	✓	✓

*(Feedback is taken on all aspects)*

#### Mode of feedback:

Online	Manual	Co-operating school (For PEI)
✓	✓	-----

*\*Feedback Analysis Report for the Academic year 2017-18 attached as Annexure-V*

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

**In academic year 2016-17 to linkage between college and industry college has started three certificate courses : Tally, Campus To Corporate and Fashion designing. To Provide the latest knowledge to our students College introduce six certificate course for skill development of students in the academic year 2017-18.**

- Introduce new certificate course „Communication skills“ for pre placement training.
- Introduce new certificate course Job oriented „Digital marketing“ course for all second year students
- Introduce new certificate course Teaching Techniques
- Introduce new certificate course Digital India
- Introduce new certificate course Entrepreneurship development
- Introduce new certificate course value education for skill development

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

Yes, Babasaheb Ambedkar open University Center

**Criterion–II: Teaching, Learning and Evaluation****Total No. of permanent faculty**

<b>Total</b>	<b>Asst. Professors</b>	<b>Associate Professors</b>	<b>Professors</b>	<b>Part-Time</b>	<b>Others</b>
31	07	24	00	02	-----

**No. of permanent faculty with Ph.D. = 11****No. of Faculty Positions Recruited (R) and Vacant (V) during the year**

	<b>Asst. Professors</b>		<b>Associate Professors</b>		<b>Professors</b>		<b>Others</b>		<b>Total</b>	
	R	V	R	V	R	V	R	V	R	V
Grant-in-Aid	00	04	00	00	00	00	00	00	00	04
Self-Financed	02	01	00	00	00	00	02	00	02	01

**No. of Guest and Visiting faculty and Temporary faculty**

<b>Guest</b>	<b>Visiting</b>	<b>Temporary</b>	<b>Total</b>
-----	58	02	60

**Faculty participation in conferences and symposia:**

<b>No. of Faculty</b>	<b>International level</b>	<b>National level</b>	<b>State level</b>	<b>Others</b>
<b>Attended Seminars</b>	14	69	22	34
<b>Presented papers</b>	12	40	00	00
<b>Resource person</b>	02	08	-	04

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

<b>No.</b>	<b>Particulars</b>
1	Healthy interaction between students and faculty which goes beyond the classrooms; Learning beyond curriculum.
2	Overhead projector in every classroom. Impart the Curriculum through innovative teaching methods ICT enabled lectures, Presentations, Assignments, discussions, Industrial Visits, Case studies, Use of you tube Videos, Power Point Presentation, Problem based learning practices, problem solving exercise, Career Guidance Programme, Computer education , apart from the regular lecture method.
3	DELL NET for PG Students.

4	Sessions for Enhancing the ability through Learning (SEAL).
5	24×7 Wi-Fi enabled library providing for technology access.
6	Each class will have one faculty member as an advisor, who will take care of the students in all aspects like attendance, examinations, discipline etc.
7	Outside classroom activities for wholesome development of mind and acquiring skills.
8	Encouraging students in „Earn while Learn” scheme.
9	IIT Bombay Spoken tutorial „ LibreOffice Suite Base” for all students
10.	Showing Inspirational Movies.
11.	Alumnus communicate with students through various activities .
12.	Study material are shared with students.
13	All the programmes are monitored with regard to teaching through feedback. Analysis of each department and communicating it to the respective teacher/ department for improvement

**Total No. of actual teaching days during this academic year** 180

**Examination/ Evaluation Reforms initiated by**

The Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

- The mark sheets are displayed on the notice boards and are also shared via I-notice board and college website.
- Checked answer book in each subjects shown to the students.
- The best answer sheet in each subject is separated & kept for other students as an example to follow.
- Rechecking facility of answer book is provided by institution.
- Submission of two different sets of question papers in each subjects by faculty.
- Submission of question papers along with solution in calculative subjects.
- For PG programmes: group discussion, term paper, debates, seminar etc.
- Internal Squad appoint for Internal Examination by Institute

**No. of faculty members involved in curriculum**

Restructuring/revision/syllabus development

07

As member of Board of Study/Faculty/Curriculum Development workshop

**Average percentage of attendance of students** 80%

**Course/Programme wise Distribution of pass percentage:**

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

**RESULT NOVEMBER - 2017**

Class		No. of Stu.	Dist.	1 <sup>st</sup>	2 <sup>nd</sup>	Pass	FAIL	ATKT	AB	WITH	WITH HELD	RES.	CANCELLED	Without ATKT	College Result	Uni. Result
M.A. Sem. - I	Eco.	52	3	13	22	4	0	10	0	0	0	0	0	80.77	87.59%	83.86%
	Eng.	75	0	4	42	11	0	17	1	0	0	0	0	76.00		
	Guj.	11	0	2	5	1	0	3	0	0	0	0	0	72.73		
		138	3	19	69	16	0	30	1	0	0	0	0	77.54		
M.com. Sem. - I	EM.	57	0	8	16	3	0	30	0	0	0	0	0	47.37	47.83%	54.76%
	GM.	58	1	6	19	2	0	29	0	1	0	0	0	48.28		
		115	1	14	35	5	0	59	0	1	0	0	0	47.83		
M.A. Sem. - III	Eco.	49	3	27	16	1	0	1	0	0	0	1	0	95.92	89.39%	89.02%
	Eng.	39	0	5	23	2	0	9	0	0	0	0	0	76.92		
	Guj.	25	0	19	5	0	0	0	0	1	0	0	0	96.00		
		113	3	51	44	3	0	10	0	1	0	1	0	89.38		
M.com. Sem. - III	EM.	65	4	30	20	1	0	10	0	0	0	0	0	84.62	82.31%	73.71%
	GM.	65	3	24	23	2	0	13	0	0	0	0	0	80.00		
		130	7	54	43	3	0	23	0	0	0	0	0	82.31		
B.COM SEM - I Granted	EM.	415	4	62	108	44	190	0	4	1	0	1	1	52.53	38.53%	35.32%
	GM.	436	6	51	121	54	194	0	5	5	0	0	0	53.21		
	TOTAL	851	10	113	229	98	384	0	9	6	0	1	1	52.88		
B.COM SEM - I Womens	EM.	287	0	3	21	21	240	0	1	1	0	0	0	15.68		
	GM.	336	0	5	33	35	260	0	2	1	0	0	0	21.73		
	TOTAL	623	0	8	54	56	500	0	3	2	0	0	0	18.94		
B.COM SEM - III Granted	EM.	331	14	79	109	30	0	94	2	3	0	0	0	70.09	56.90%	49.28%
	GM.	246	10	47	79	23	0	85	1	0	0	0	1	64.63		
	TOTAL	577	24	126	188	53	0	179	3	3	0	0	1	67.76		
B.COM SEM - III Womens	EM.	123	1	5	26	12	0	78	1	0	0	0	0	35.77		
	GM.	133	2	1	21	15	0	90	3	1	0	0	0	29.32		
	TOTAL	256	3	6	47	27	0	168	4	1	0	0	0	32.42		

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

**RESULT APRIL - 2018**

Class		No. of Stu.	Dist.	1 st	2 nd	Pass	FAIL	ATKT	AB	WITH	WITH HELD	RES.	CANCELLED	TOTAL PASS	With ATKT	College Result	Uni. Result
M.A. Sem. - II	Eco.	52	1	17	23	1	0	10	0	0	0	0	0	52	100.00	96.38%	96.59%
	Eng.	75	0	5	24	2	4	40	0	0	0	0	0	71	94.67		
	Guj.	11	0	2	2	4	0	2	0	0	1	0	0	10	90.91		
		138	1	24	49	7	4	52	0	0	1	0	0	133	96.38		
M.com. Sem. - II	EM.	57	0	12	21	0	1	23	0	0	0	0	0	56	98.25	99.12%	89.24%
	GM.	56	5	15	17	0	0	19	0	0	0	0	0	56	100.00		
		113	5	27	38	0	1	42	0	0	0	0	0	112	99.12		
M.A. Sem. -IV	Eco.	48	1	23	17	1	6	0	0	0	0	0	0	42	87.50	86.49%	95.23%
	Eng.	39	0	7	23	1	7	0	0	1	0	0	0	31	79.49		
	Guj.	24	0	4	19	0	1	0	0	0	0	0	0	23	95.83		
		111	1	34	59	2	14	0	0	1	0	0	0	96	86.49		
M.com. Sem.-IV	EM.	65	2	32	18	0	13	0	0	0	0	0	0	52	80.00	59.23%	53.27%
	GM.	65	2	15	8	0	37	0	0	2	0	0	1	25	38.46		
		130	4	47	26	0	50	0	0	2	0	0	1	77	59.23		
B.COM SEM - II Granted	EM.	407	6	84	137	30	17	121	0	11	1	0	0	378	92.87	85.11%	72.76%
	GM.	432	3	63	142	25	16	164	0	18	0	0	1	397	91.90		
	TOTAL	839	9	147	279	55	33	285	0	29	1	0	1	775	92.37		
B.COM SEM - II Womens	EM.	286	0	10	39	31	64	135	1	4	0	0	2	215	75.17		
	GM.	333	2	8	44	32	53	165	4	24	0	0	1	251	75.38		
	TOTAL	619	2	18	83	63	117	300	5	28	0	0	3	466	75.28		
B.COM SEM - IV Granted	EM.	328	3	49	105	59	36	62	1	13	0	0	0	278	84.76		
	GM.	242	3	23	101	26	38	48	2	0	0	1	0	201	83.06		
	TOTAL	570	6	72	206	85	74	110	3	13	0	1	0	479	84.04		
B.COM SEM - IV Womens	EM.	123	0	5	22	20	41	31	2	2	0	0	0	47	38.21		
	GM.	130	1	1	15	19	54	27	0	13	0	0	0	36	27.69		
	TOTAL	253	1	6	37	39	95	58	2	15	0	0	0	83	32.81		



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

- Appointment of Ad-Hoc teachers to ensure full function in case any teacher goes on leave.
- Feedback collected from students helps in evaluation of the Teaching – Learning process.
- Monitor student's attendance regularly – Parents are informed through letters if any student is found irregular in any subject
- Encourage the use of ICT in class rooms
- Well planned teaching and proper work distribution
- Internal tests are given due seriousness and results are displayed in a short period of time on Website & I-notice board.
- Annual results are analysed and steps are taken to maintain good academic record by issuing Question paper of University with Sample answer and solution.
- Support in initializing / establishing quality initiatives (Guest lecturers / seminars / workshops) for teachers and students in the college.
- Monitoring staff attendance on monthly basis.

**Initiatives undertaken towards faculty development**

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
<b>Refresher courses</b>	<b>01</b>
<b>UGC – Faculty Improvement Programme</b>	<b>22</b>
<b>HRD programmes</b>	<b>00</b>
<b>Orientation programmes</b>	<b>01</b>
<b>Faculty exchange programme</b>	<b>00</b>
<b>Staff training conducted by the university</b>	<b>00</b>
<b>Staff training conducted by other institutions</b>	<b>32</b>
<b>Summer / Winter schools, Workshops, etc.</b>	<b>00</b>
<b>Others</b>	<b>00</b>

**Details of Administrative and Technical staff**

<b>Category</b>	<b>Number of Permanent Employees</b>	<b>Number of Vacant Positions</b>	<b>Number of permanent positions filled during the Year</b>	<b>Number of positions filled temporarily</b>
<b>Administrative Staff</b>	11	09	00	07
<b>Technical Staff</b>	00	00	00	02

### Criterion: III. Research, Consultancy and Extension

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

1	Information on seminars and invitations for paper publication are emailed to all teachers
2	Registration fees of faculties and students are paid by the Institution.
3	Organized one seminar, three workshop and one faculty development program by institute for encouraging research culture.
4	Encourages more faculty members with Doctorate to become research guides.
5	Teachers are permitted to issue any number of books from the library
6	Researchers are allowed to utilize the institution" s reprographic facilities for research
7	Leaves are always sanctioned for participation in research oriented activities
8	All types of administrative support is given for the teacher/researcher.

#### Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	00	00	00
Outlay in Rs. Lakhs	--	--	--	--

#### Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	00	00	00
Outlay in Rs. Lakhs	--	-	--	--

#### Details on research publications

	International	National	Others
Peer Review Journals	26	00	00
Non-Peer Review Journals	01	00	00
e-Journals	01	01	00
Conference proceedings	00	00	03

In addition to this we have –

Review of published Gujarat government Text Book for 12<sup>th</sup> Class (Commerce) – 2

**Details on Impact factor of publications:**

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

**Research funds sanctioned and received from various funding agencies, industry and other organizations.**

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	00	00	00	00
Minor Projects	00	00	00	00
Interdisciplinary Projects	00	00	00	00
Industry sponsored	00	00	00	00
Projects sponsored by the University/ College	00	00	00	00
Students research projects ( <i>other than compulsory by the University</i> )	00	00	00	00
Any other(Specify)	00	00	00	00
<b>Total</b>			--	

**No. of books published**

With ISBN NO.	Without ISBN No.	Chapters in Edited Books	Total
12	02	01	14

**No. of University Departments receiving funds from**

UGC-SAP	CAS	DST-FIST	DPE	DBT Scheme/funds
-----	-----	-----	-----	-----

**For colleges**

Autonomy	CPE	DBT Star Scheme	INSPIRE	CE	Any Other (specify)
----	-----	-----	-----	-----	-----

**Revenue generated through consultancy**

Name of consultancy	Amount of revenue
Drama on culture of tribble	5000

**No. of conference Organized by the Institution**

Level	International	National	State	University	College
<b>Number</b>	---	---	---	---	05
<b>Sponsoring agencies</b>	----	---	---	----	---

**No. of faculty served as experts, chairpersons or resource persons. = 18**

**No. of collaborations**

International	National	Any other	Total
-----	-----	10	

**No. of linkages created during this year. =None**

**Total budget for research for current year in lakhs:**

From funding agency	From Management of University/College	Total
12,000	00	12,000

**No. of patents received this year:**

Type of Patent		Number
<b>National</b>	Applied	Nil
	Granted	Nil
<b>International</b>	Applied	Nil
	Granted	Nil
<b>Commercialized</b>	Applied	Nil
	Granted	Nil

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

Total	International	National	State	University	Dist.	College
03	01	00	01	01	00	00

**No. of faculty from the Institution who are Ph. D. Guides and students registered under them**

No. Of faculty Ph.D Guides	No. Of Students registered under them
05	13

**No. of Ph.D. awarded by faculty from the Institution** 06

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

<b>JRF</b>	<b>SRF</b>	<b>Project Fellows</b>	<b>Any other</b>
-----	-----	-----	-----

**No. of students Participated in NSS events:**

<b>University level</b>	<b>State level</b>	<b>National level</b>	<b>International level</b>	<b>other</b>
<b>970</b>	<b>00</b>	<b>00</b>	<b>00</b>	<b>More than 300</b>

**No. of students Participated in NCC events:**

<b>University level</b>	<b>State level</b>	<b>National level</b>	<b>International level</b>	<b>other</b>
<b>50</b>	<b>50</b>	<b>04</b>	<b>Nil</b>	<b>108</b>

**No. of Awards won in NSS events:**

<b>University level</b>	<b>State level</b>	<b>National level</b>	<b>International level</b>	<b>Total</b>
<b>Nil</b>	<b>--</b>	<b>--</b>	<b>--</b>	<b>---</b>

**No. of Awards won in NCC events:**

<b>University level</b>	<b>State level</b>	<b>National level</b>	<b>International level</b>	<b>Total</b>
<b>----</b>	<b>--</b>	<b>Nil</b>	<b>Nil</b>	<b>--</b>

**No. of Extension activities organized**

<b>University forum</b>	<b>College forum</b>	<b>NCC</b>	<b>NSS</b>	<b>Any other</b>
<b>01</b>	<b>More than 10</b>	<b>More than 3</b>	<b>More than 50</b>	<b>More than 20</b>

**Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility****Major Activities under different forum****❖ NSS volunteers participated in**

1. Orientation Program of NSS for first year students
2. Blood Donation Camps
3. Tree plantation by NSS Volunteers
4. Malariya awareness program
5. Swachata Abhiyan awareness program
6. Flag hosting at Manav Seva Charitable Trust- Gothan, Surat on Republic day.
7. Visit Anathasharam Katargam
8. Pastidan se pustak Dan
9. Downloading of Swachhata Mohua Appliction with SMC
10. College cleanness
11. Charity collection for blind on World Blind day.
12. 50 NSS Volunteers attending seminar „Sankalp Pe Siddhi” at Gandhi Smurti.
13. NSS Volunteers celebrate New year with Dabhvadi Asharamshala Dediapada.
14. NSS Volunteers participated „Coach for life” seminar at Indoor Stadium.
15. Blankets are distributed to Needy people.
16. Traffic awareness rally by NSS

17. Polio Training to NSS Volunteers by Surat Municipal
18. Self Defence Training program by NSS Volunteers.
19. Seminar on Save the Girl Child
20. Celebration of NSS Day
21. A 7 days NSS Camp was Organised at Sherdi village, Ta.Olpad in Surat District
22. Pulse Polio Campaign
23. Blanket Distribution of poor people in collaboration with Share & Care Foundation and Lions Club(Spandan)
24. Tree Plantation Program
25. Participation of NSS Volunteer Bharatiya Chatra Sansad, Pune
26. Celebration of Vivekanand Jayanti
27. Celebration of World Sparrow Day etc by devising water & food grains artificial nests on trees.

❖ **NCC Girls:**

1. Various Camps Attended by Cadets at National Level, State Level & University Level.
2. NCC Cadets carried out Independence Day and Republic Day in College
3. Welcome & Honoured Retired Army Soldiers by NCC Cadets.
4. Cleanliness rally by Cadets
5. Celebration of Yoga Divas.
6. Swachata Abhiyan by Cadets.
7. Tree plantation by Cadets.
8. Elocution and Slogan Competition by NCC cadets.
9. Annual day celebration

❖ **Students participated in following Women empowerment activities:**

1. Seminar on Menstrual Hygiene Green & Red Campaign by Dr. Ami Yagnik.
2. Blood test for girl students to check the level of haemoglobin
3. A lecture by leading gynaecologist of a city.
4. Girl students attended one-day Conference Femicon-17 by Damini at VNSGU

❖ **Healthcare Committee:**

- College organized free eye checking and blood donation camp along with collaboration of share and care foundation (U.S.A.).
- Awareness about diseases related to kidney was arranged by Narmada kidney Foundation –Surat in which famous and experienced doctors urologists and Nephrologists gave informative though lecture on the subject to the students.
- Campaign to promote organ donation.

❖ **College Forum:**

1. Under Saptdhara activities Gov. of Gujarat Initiate 19 Interclass Competition and Inter College Competition organised in college.
2. Seminar on Meditation for students.
3. Workshop on “Open source Software Using Spoken Tutorials” collaboration with National Mission on Education through ICT, MHRD and IIT Bombay for faculties on 28<sup>th</sup> June, 2017
4. Four-day workshop on Goods and Service Tax (GST) for students and faculty on 14<sup>th</sup> to 18<sup>th</sup> August, 2017.
5. Workshop on “Emerge, Need & Scope of Research” for PG Students & Research students on 16<sup>th</sup> December, 2017.
6. Seminar on Career in Financial sectors for students and faculty on 7<sup>th</sup> February, 2018.

7. Faculty Development Program on “New Methodology of NAAC” on 27<sup>th</sup> February, 2018.
8. Seminar on Research Methodology for PG Students.
9. Orientation programme on Vipassana meditation.
10. Seminar on Cashless and Digital India.
11. Motivational Lecture Organised in college.
12. Waste paper and book donation programme organised by college.
13. College fest INNOVISION-2017 organised by student’s union
14. Conducted “Bhartiy Sanskrit gyan pariksha” for scholars.
15. Conducting NTPL IIT Bombay online examination.
16. Conduct GSET examination for Assistant professor.
17. Conducting Sikkim Manipal University (SMU) ONLINE Examination.
18. Written examination for the post of STIPENDIARY.
19. TRAINEES/TECHNICIAN (Category- II) for Nuclear power corporation of India Ltd. Kakrapar.
20. Awareness program about the legislations and major provisions with respect to **Grievance Redress Mechanism** available to students against Ragging, Sexual Harassment and other grievances.
21. One-day workshop on “Tie & Dye Technique “On fabric on 28<sup>th</sup> August, 2017.
22. One day “Dayan Shibir” associate with “Osho Lotus Charitable Trust” for students, faculty & Society 21<sup>st</sup> January, 2018.
23. Orientation program on Vipassana meditation 18<sup>th</sup> January, 2018.
24. Seminar on cashless and Digital India and arrange many more seminars/lectures for overall development of students.
25. Six days workshop on Beauty Parlour and Chocolates Making on 29<sup>th</sup> Nov. to 5<sup>th</sup> Dec., 2017.

#### **Social responsibility:**

1. Free Thalassemia test was conducted for all first year students
2. Medical camps were organised and free check-up and medicines were offered
3. AIDS awareness programmes were organized for the local people
4. For visually challenged students help was provide during Examinations by providing writers. Charity raise for the visually challenged students.
5. Social awareness program with Jivan Jyot Trust & Alumni Association introduced.
6. The college established „**Thanks group**“ to promote social work. The activities of the group focus on social and Environmental Awareness program, women Empowerment and peer support for visually challenged students of the college.
  - A. Social awareness & environmental awareness program for students of schools.
  - B. Visit to „Samvedna” school and research centre for the mentally challenged children.
7. “PRAGYAN”: L2L: Learner 2 Learner
8. With Collaborations of Lions Clubs of Surat Spandan, many social activities like blanket distribution, food distribution, cloth distribution etc. done by students, alumni and faculties in surrounding area of Amroli.

9. Our Jivan Jyot trust and „Chhanyado” trust have jointly done many social activities in that activities college is also lending a helping hand.

**\* Annexure - II List of Activities done by different committees**

**\* Annexure - III Extension Activity (Pragyan: L2L)**

**Criterion: IV. Infrastructure and Learning Resources**

**Details of increase in infrastructure facilities:**

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	13860Sq. Mtr	00	--	13860Sq Mtr
Class rooms	24	00	self	24
Laboratories	02	00	--	02
Seminar Halls	02	00	-	02
No. of important equipment” s purchased ( $\geq$ 1-0 lakh) during the current year.	00	01	self	01
Value of the equipment purchased during the year (Rs. in Lakhs)	00	12.91	self	12.91
Others	00	00	--	00

**Computerization of administration and library**

1	The Administrative system is fully computerized
2	Library is fully computerized.

**Library services:**

Library holdings	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text books	30,434	44,81,447	33	3525.05	30,467	4,484,972.05
Reference Books	596	6,71,476.25	15	00	611	6,71,476.25
General	1906	4,29,624.75	05	900	1911	430,524.75
e-Books	N-LIST Programme					
e-Journals						
Digital Database	--	--	--	---	---	-----
CD & Video	--	--	---	----	----	-----
Total (A)	32,936	55,82,548	53	4,425.05	32,989	5,586,973.05
Journals	9	1620	---	---	9	1620
Periodicals	--	--	----	-----	----	-----
Magazines	52	4240	-----	-----	52	4240



<b>Total (B)</b>	<b>61</b>	<b>5860</b>	<b>53</b>	<b>4,425.05</b>	<b>61</b>	<b>5860</b>
<b>Total (A+B)</b>	<b>32,997</b>	<b>5,588,408</b>	<b>53</b>	<b>4,425.05</b>	<b>33,050</b>	<b>5,592,833.05</b>

#### Technology up gradation (overall)

	<b>Total Computers</b>	<b>Computer Labs</b>	<b>Internet</b>	<b>Browsing Centres</b>	<b>Computer Centres</b>	<b>Office</b>	<b>Depart -ments</b>	<b>Others</b>
<b>Existing</b>	193	01	02	00	00	00	00	00
<b>Added</b>	25	00	00	00	00	00	00	00
<b>Total</b>	218 (Desk top) + 26 (Laptop)	01	25 Mbps/ 10Mbps	00	00	00	00	00

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

<b>1</b>	Computers are kept in every class room with net connectivity.
<b>2</b>	All computers in the library , offices and staffrooms have net connectivity.
<b>3</b>	Wi-Fi is enabled in the library and occasionally in multimedia hall and sports complex.
<b>4</b>	All students are trained in the Digital Education and Learning Lab.
<b>5</b>	Online MIS system ( e – Mahavidyalaya).
<b>6</b>	Online feedback system.
<b>7</b>	All information display on I-notice board, website and flinnt android app.

#### Amount spent on maintenance in lakhs:

<b>ICT</b>	<b>Campus Infrastructure and facility</b>	<b>Equipments</b>	<b>Others</b>	<b>Total</b>
<b>3,06,661</b>	<b>23,52,223</b>	<b>6,31,313</b>	<b>1,48,071</b>	<b>37,70,188</b>

## Criterion: V Student Support and Progression

### Contribution of IQAC in enhancing awareness about Student Support Services

1	Information disseminated through college prospectus
2	Different committees are designed for student support services for giving ideas, guidance and suggestions about different activities,also encourage students to involve in college activities.
3	Messages send to the students to give information about workshops, seminars, campus interview, placement details etc.
2	Notices circulated in all class rooms, I-notice board, web-site and flinnt android app.
3	First year students orientation program
4	Use of social media
5	Informal interaction in the classroom.
6	Announcement can be made to pass on information through Central mike announcement system.

### Efforts made by the institution for tracking the progression

1	Students are asked to inform the college of their achievements from newspaper, social media etc.
2	The HODs, Principal,Class advisors and teachers give guidance to students about options available in higher education and Career prospects in such courses. Also they motivate students toward higher education.
3	Students Progression report tracks from Transfer certificate and Alumni registration from.
4	Special lectures on career counseling ,employments opportunities are being organized.
5	Giving guidance to the PG students in classrooms for NET/SLET/UPSC/GPSC etc.
6	The college monitors and ensures the achievements of the learning outcome through analysis of the tests,examination results and feedback forms filled up by last year students of the college.

#### (a) Total Number of students

UG	PG	Ph.D	Others
3345	498	----	-----

#### 5.3 (b) No. of students outside the state

05

#### (c) No. of international students

00

No	%
944	24.6%

Men

No	%
2899	75.4%

Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2418	145	202	961	16	3742	2374	139	232	1097	01	3843

#### Demand ratio:

1.F.Y.B Com (GIA & SFI): Centralized Admission procedure by V. N. S. G. University.

2. F.Y.B.A:1:1

Dropout % : 0.024%

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

1	Career Guidance Cell provides details of the competitive examination and awareness about various career options to the students.
2	Library with internet and Wi-Fi are provided to students to utilize beyond the class hours and prepare for competitive exams.
3	Suggestions and support is provided by the faculty, to prepare for competitive exams.
4	Activities like mock group discussion, quizzes, spoken English exercises also help students for preparation.
5	Interaction with Experts and Academicians of the field are arranged.

No. of students beneficiaries:

More  
than  
1200

No. of students

qualified in these examinations

NET	SET/SLET	GATE	CAT	IAS/IPS etc	State PSC	UPSC	Others
--	--	--	--	--	05	--	05

#### Details of student counseling and career guidance:

-The HODs, Principal, Class advisors and teachers provide academic guidance and support on a regular basis. Senior students and Alumni, under guidance of faculty, also assist and advise students on coping with academic challenges. The HODs, Principal, Class advisors and teachers give guidance to students about options available in higher education and Career prospects in such courses.

- All career guidance and placement activities are undertaken by UDISHA(Universal Development Integrated Employability Skills through Higher education agencies)
- UDISHA -Government of Gujarat initiative to spearhead the career guidance, competency building and placement activities.The Career Guidance Cell organized lectures on career counseling,employment opportunities, pre-placement trainings, placement activities etc.

Following Seminars and Guest lecture were organized

<b>Date</b>	<b>Topic</b>	<b>Speaker/institute</b>
28/06/2017	Open source Software using Spoken Tutorial IIT-Bombay	Ms. Minaxi Solanki
15/07/2017	Seminar by “PARSTHAN” on UPSC,GPSC Exam	Parthan
09/08/2017	Educational tour at AMUL Dairy-Anand and Parle Biscuit Pvt. Ltd. Nadiad	AMUL Dairy-Anand Parle Biscuit Pvt. Ltd.- Nadiad
14/08/2017 To19/08/2017	Seminar on GST Accounting Training	BGA Foundation
19/08/2017	Offer Parttime Job to Current students by Divya Bhaskar under Earn while Learn scheme	Mr. Kashyap rajgor Divya Bhaskar
22/08/2017	Demo of making Bandhni in all classes by Aakar academy of Art	Aakar academy of Art
23/08/2017	Seminar on Abroad education given by Columbus	Columbus
01/09/2017	93 Red FM Talent Hunt activity “TASHANBAAZ”	93 Red FM
08/09/2017	“Innovation Wellness” Osho chair for MA/M.com Students.	Osho Chair
28/09/2017	Educational Visit Securities & Exchange Board of India- Mumbai	Securities & Exchange Board of India (SEBI)
29/11/17 to 05/12/17	Beautyparlor& Chocolate Making	All Gujarat women's organization, "Shaktimanch", Ahmedabad Gujarat
12/12/2017	IT-Awareness and cyber security	Mr. Shailesh Patel Pure Skill IT Academy
12/12/2017	Career Counseling and Guidance (TY all classes)	Mr. Chintan Chhokhawala
19/12/2017	Orientation program	Divya Bhaskar Speaker : Mr. Darshan Desai
20/12/2017	Motivational seminar	International Human Right Organization Speaker : Mr. Anurag Tripathi
22/12/2017	Banking/Competitive Exam Seminar	T.I.M.E. Institute Speaker : Mr. Ajay Sahu
23/12/2017	Motivational seminar	Mr. Rajesh Yadav
28/12/2017	Motivational seminar	Dr. Shashank Shah

26/12/2017 to 30/12/2017	Internship Training Program	Divya Bhaskar
29/12/2017	Orientation Program by TCS	TCS
03/01/2018	Seminar on Interview Etiquette & Communication Skills	Shanti Business School Ahmedabad
04/01/2018	Shankhnad Seminar	Shankh Dhwni Club Speaker : Mr. Bharatbhai Shah
05/01/2018	Export-Import awareness Seminar	International Institute of Export-Import
13/01/2018	Seminar on Awareness Save Bird by Beauty without brutality	Beauty without brutality
16/01/2018	Leadership Development Talk	Shree Ramkrishna Diamond Speaker : Mr. Govind Dholakiya
19/01/2018	Seminar on Career in Banking Sector	Dr. Jatin Naik Assistant General Manager Surat People's co-Op Bank, Surat
24/01/2018 to 28/01/2018	16 Students volunteer in National Book Fair at Vanita Vishram Ground organized by surat Muncpal Corporation	Organizer : Surat Municipal Corporation
25/01/2018	Financial Education For Young Investor	Securities & Exchange Board Of India (SEBI) Speaker : Prof. Chirag K Sidhpuria
25/01/2018	Digital Banking	State Bank Of India Speaker : Mr. Harish Kapadiya
29/01/2018	Meditation Program (All classes)	Vipassana Dhyana Kendra
31/01/2018	Career Counseling & Aptitude Test	National Group Speaker : Mr.Chintan Chhokhawala
31/01/2018	Non Violence Communication	Prof. Kalpesh Kansara
02/02/2018	Seminar On Competitive Exam	Dr. Mukesh Goyani
02/02/2018	Seminar on Interview Skills	Dr. Jignesh Vaghela
03/02/2018	Seminar on Positive Attitude	Dr. Sanjay Shinde
03/02/2018	Seminar on Positive Attitude	Prin. Chetna J vansiya
03/02/2018	Seminar on Career Opportunity in Stock Market	Dr. Shivam Shah
03/02/2018	Seminar on Career Opportunity in Mutual Fund	Mayur Joshi
06/02/2018	Seminar on Career Opportunity in Banking & Insurance	Mr. Shishir A Siddhpuriya

06/02/2018	Seminar on 7 Steps towards success	Dr. Dhaval Pandiya
06/02/2018	Seminar on Everything within You	Ms. Trusha P Gajjar
06/02/2018 & 07/02/2018	Career Counseling	Mr. Keval Shah, Ms. Mita Desai Institute of Cost & Management accountancy of India
07/02/2018	Seminar on why Saving is important	Mr. Ankit Patel
07/02/2018	Seminar on Mutual fund Investment	IDFC Mutual Fund Speaker : Ms. Sunalini Mistry
07/02/2018	Seminar on Career in Statistics	Prof. Sanjay D Patel
07/02/2018	Seminar On Emerging Trend in Computer application	Dr. TejasKumar Ghadiyali
07/02/2018	Seminar On Career in Commerce	Cs. Prashant P Patel
07/02/2018	Seminar on career in Financial Sector	Dr. Jatin Naik Assistant General Manager, Surat People's Co-op Bank, Surat
10/02/2018	Seminar On Career Guidance for B.Com students	Dr. Padma R Tadv
12/02/2018	Seminar on Career guidance	Prof. Shobhana R Prajapati
12/02/2018	Seminar on Competitive skills	Dr. Anil Maisuriya
12/02/2018	Seminar on Interview skills	Ms. Nidhi Belani
16/02/2018	Seminar On What Do You Want?	Mr. Jignesh J Rathod
14/02/2018	Seminar on Career Guidance GPSC, UPSC, Government Exam	Dharmesh d Kanthariya
14/02/2018	Seminar on Basics Of Interview Skills	Prof. Rudri C Purohit
15/02/2018	Seminar on Net Banking & Trade Forex	Krupalsinh Solanki Trade & Sales Manager HDFC Bank
15/02/2018	Seminar on Communication	Deepak S Shroff Manager in Textile industry
15/02/2018	Seminar on Marketing of Advertisement Effectiveness	Prof. Hurmaz Doli Patel
14/02/2018	Seminar on Digital Payment in India	Prof. Vishal A Naik
14/02/2018	Seminar On Personality & Success	Prof. Bakulchandra M Dhori
14/02/2018	Seminar on Communication	Geeta D Shroff

**No. of Students benefitted:**

More than 2000

**Details of campus placement**

<i>On campus</i>			<i>Off Campus</i>
<b>Number of Organizations Visited</b>	<b>Number of Students Participated</b>	<b>Number of Students Placed</b>	<b>Number of Students Placed</b>
11	905	202	20

<b>1</b>	Post of Clerk Appeared: 90 Final Selected: 13	Campus Interview	Apollo Pharmacy	04/08/2017	College Campus
<b>2</b>	Post of Marketing executive Appeared: 11 First Round Selected : 11	Campus Interview	KGK Diamonds Pvt. Ltd.	04/08/2017	College Campus
<b>3</b>	Post of Internship Program Appeared: 110 Joined : 5	Campus Interview	Global Innovative Marketing consultancy	04/08/2017	College Campus
<b>4</b>	Post of Sales Executives Appeared :84 Final Selected :30	Campus Interview	Gruham Developers	15/12/2017	College Campus
<b>5</b>	Post of Assistant Acquisition Manager Appeared :161 Second Round Selected: 56	Campus Interview	ITM-Academy (ICICI Bank, KOTAK Bank)	16/12/2017	College Campus
<b>6</b>	Post of Internship Appeared :160 Joined: 49	Campus Interview	Divya Bhaskar	19/12/2017	College Campus
<b>7</b>	Post of Financial Service Consultant Appeared :56 Final Selected :13	Campus Interview	ICICI Prudential Life Insurance Co. LTD.	11/01/2018	College Campus
<b>8</b>	Post of Marketing Executive, Mentor & Counselor Appeared :46 Final Selected :03	Campus Interview	CMCI Institute	18/01/2018	College Campus & Final Interview at Company

<b>9</b>	Post of Assistant Acquisition Manager-Kotak Bank Relationship officer-ICICI Bank, Branch Executive-SBI Bank Appeared :46 Second Round Selected: 21	Campus Interview	ICICI Bank, KOTAK Bank, SBI Bankby OB Station	18/01/2018	College Campus
<b>10</b>	Post of Business Process Services-Data Processing Appeared :120 Final Selected :05 Awaited-02	Campus Interview	TCS	30/01/2018	College Campus
<b>11</b>	Post of Customer Service Executives-International & Domestic Data Processing Appeared :21 Final Selected :01	Campus Interview	Concentrix	22/02/2018	College Campus

#### Details of gender sensitization programmes

- Seminar on Save the Girl Child/ Street play presentation.
- Female students attended one day Conference Femicon-17 by Damini at VNSGU.
- The equity factor is evident at objective of the institution in treating everyone is equal.

#### Students Activities

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

University level	State level	National level	International level	Other
<b>14</b>	<b>07</b>	<b>01</b>	<b>Nil</b>	<b>More than 100</b>

##### No. of students participated in cultural events

University level	State level	National level	International level	Other
<b>More than 50</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>More than 100</b>

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

University level	State level	National level	International level	Other
<b>10</b>	<b>07</b>	<b>01</b>	<b>Nil</b>	<b>17</b>

##### No. of medals /awards won by students in Cultural events

University level	State level	National level	International level	Other
<b>02</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>More than 15</b>

#### Scholarships and Financial Support

	Number of students	Amount



<b>Financial support from institution</b>	<b>105</b>	<b>5,74,154</b>
<b>Financial support from government</b>	<b>706</b>	<b>35,08,508</b>
<b>Financial support from other sources</b>	<b>89</b>	<b>2,69,480</b>
<b>Number of students who received International/ National recognitions</b>	<b>00</b>	<b>00</b>

**Student organized / initiatives:**

**Fairs:**

<b>University level</b>	<b>State level</b>	<b>National level</b>	<b>International level</b>	<b>Total</b>
NIL	NIL	NIL	NIL	NIL

**Exhibition:**

<b>University level</b>	<b>State level</b>	<b>National level</b>	<b>International level</b>	<b>Total</b>
NIL	NIL	NIL	NIL	NIL

**No. of social initiatives undertaken by the students**

03

**Major grievances of students (if any) redressed:**

No major grievance received

## **Criterion: VI Governance, Leadership and Management**

### **State the Vision and Mission of the institution**

**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" holistic development.

### **Does the Institution has a management Information System**

Yes, the institute has e-Mahavidhyalay software package (MIS system)and it is presently used for online student" s presence, online fees collection,Database of students. It is used for administrative process also.

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

#### **Curriculum Development**

<b>a.</b>	Suggestions and complaints are collected from teachersabout Curriculum and represented in the meetings of the Board of Studies.
<b>b.</b>	Students are invited to present their views on the usefulness of the curriculum.
<b>c.</b>	Students, alumni, teachers, parents and industrialist feedbacks on curriculum are taken and analyzed.
<b>d.</b>	Academic Calendar is issued in the beginning of the academic year.
<b>e.</b>	Faculties maintained Academic Diary.
<b>f.</b>	Time table committee plans the schedule for teaching process according to UGC and State Government Resolution.
<b>g.</b>	Visiting faculties are appointed by the Management for the Vacant posts.
<b>h.</b>	Curriculum design and development process is undertaken by Board of Studies, VNSGUniversity, College teachers participate in discussion relating to curriculum design the Task Force designed by the VNSG University and also attend workshop organized by the University.
<b>i.</b>	Certificate courses introduced by College to fill up gape between curriculum and Industry.
<b>j.</b>	The college follows the guidelines for the curriculum development set down by the University.

## Teaching and Learning

<b>A</b>	Online Admission procedures. Admission procedures are well advertised through prospects, website, notice boards, counselling during admission procedure etc.
<b>B</b>	Healthy interaction between students and faculty which goes beyond the classrooms; Learning beyond curriculum.
<b>C</b>	Overhead projector in every classroom. Impart the Curriculum through innovative teaching methods ICT enabled lectures, Presentations, Assignments, discussions, Industrial Visits, Case studies, Use of you tube Videos, Power Point Presentation, Problem based learning practices, problem solving exercise, Career Guidance Programme, viva, Computer education, apart from the regular lecture method.
<b>D</b>	Initiated Sessions for Enhancing the ability through Learning (SEAL).
<b>E</b>	DELL NET for PG students.
<b>F</b>	Attendance of the students is taken regularly for all the courses. Monitor students attendance regularly – Parents are informed through letters if any student is found irregular in any subject.
<b>G</b>	Showing Inspirational Movies.
<b>H</b>	Alumnus communicate with students through various activities .
<b>I</b>	Study material are shared with students.
<b>J</b>	Guide the students about various Career prospects.
<b>K</b>	Well planned teaching and proper work distribution. Appointment of ad-hoc teachers to ensure full function in case any teacher goes on leave.
<b>L</b>	Feedback collected from students helps in evaluation of the Teaching – Learning process.
<b>M</b>	All the programmes are monitored with regard to teaching through feedback. Analysis of each department and communicating it to the respective teacher/ department for improvement
<b>N</b>	Develop Whatapp group to communicate with students.
<b>O</b>	Introduce „Class-room“ app

## Examination and Evaluation

<b>A</b>	The mark sheets are displayed on the notice boards and are also shared via I-notice board and college website.
<b>B</b>	Assessed answer book in each subjects are shown to the students.
<b>C</b>	Answer sheets of Meritorious students in each subjects is separated & put on the website to enable students to learn a proper way of writing in the examination.
<b>D</b>	Rechecking facility of answer book is provided by institution.
<b>E</b>	Submission of two different sets of question papers in each subjects are provided by faculty.
<b>F</b>	Submission of question papers along with solution in calculative subjects.
<b>G</b>	For PG programmes : group discussion, term paper, debates, seminar, viva etc.

<b>H</b>	Internal Squad appoint for Internal Examination by Institute.
<b>I</b>	Semester and CBCS pattern is followed.
<b>J</b>	University Examination are conducted as per the norms and regulations of VNSGU, Surat.

### Research and Development

<b>A</b>	Information on seminars and invitations for paper publication are emailed to all teachers.
<b>B</b>	Duty Leaves are always sanctioned for participation in research oriented activities.
<b>C</b>	Researchers are allowed to utilized the institution reprographic facilities for research.
<b>D</b>	To encourage teachers for publishing books,articles and research papers for promoting research Development.
<b>E</b>	Registration fees of faculties and students are paid by the Institution.
<b>F</b>	All types of administrative support is given for the teacher/researcher.
<b>G</b>	Organized one International Conference and two National Seminar for encouraging research in Multidisciplinary.
<b>H</b>	To boost spirit of Doctorate faculty members to become research guides.
<b>I</b>	MOU signed for Computer training for students with Smart Anonymous, ISO 9001:2008 Computer Class
<b>J</b>	To encourage teachers for publishing books, official publication gets by the institute with ISBN number.
<b>K</b>	College has online research journal IDEES- International Multidisciplinary Peer Reviewed Research Journal ( online) with ISSN NO. 2455-4642
<b>L</b>	Signed MOU with C. P. Patel and F .H. Shah Commerce College for academic and research development.

### Library, ICT and physical infrastructure / instrumentation

<b>A</b>	Library is air conditioned.
<b>B</b>	Library is fully computerized.
<b>C</b>	Library created its resources Database and provided Online Public Access Catalogue (OPAC) through which users can be accessed from any of the computer connected in the LAN can know the status of the book.
<b>D</b>	Member of Resource sharing Network NLIST-INFLIBNET.
<b>E</b>	ICT enabled class rooms
<b>F</b>	Full-fledged computer lab & Data resource centre.
<b>G</b>	Air conditioned auditorium&multimedia hall.
<b>H</b>	Public Address system is provided in the College building at various places

	to facilitate emergency announcements to staff and students.
<b>I</b>	Computers are kept in every class room with net connectivity.
<b>J</b>	All computers in the library , offices and staffrooms have net connectivity
<b>K</b>	Wi-Fi is enabled in the library and occasionally in multimedia hall and sports complex.
<b>L</b>	All students are trained in the Digital Education and Learning Lab
<b>M</b>	Online MIS system ( e – Mahavidyalaya)
<b>N</b>	Online feedback system
<b>O</b>	All information are displayed on I-notice board, website and flint android app.

### **Human Resource Management**

<b>A</b>	Use of human Resource as per their competency to complete particular task (Academic and Administrative)
<b>B</b>	The Administrative system is fully computerized
<b>C</b>	Teachers are given additional charge for various extra-curricular and co-curricular activities.
<b>D</b>	Bio-metric present system for all
<b>E</b>	Grievance Cell address issues for both staff and students.

### **Faculty and Staff recruitment**

<b>A</b>	Recruitment of Teaching and Nonteaching staff is made as per State Government and Veer Narmad South Gujarat University, Surat
<b>B</b>	Management hires services of visiting and ad-hoc staff as per their requirement.

### **Industry Interaction / Collaboration**

<b>A</b>	Industry interaction through “Career Guidance & Placement Cell”.
<b>B</b>	This Cell conducts Training program for Employability, invited Industrialists for lectures and Placement/ Campus interview organized with the help of industrialists.
<b>C</b>	MOU done with institutes for training and placement purpose.

### **Admission of Students**

<b>A</b>	All the seats in Aided/ self-finance classes for first year B.Com and PG ( MA & MCOM) were filled up in Centralised Admission Process through VNSGU
<b>B</b>	College developed own online admission system for Arts faculty
<b>C</b>	Online Admission procedures. Admission procedures are well advertised through prospects, website, notice boards, messages in mobile etc.
<b>D</b>	Counselling and Guidance given to Students about On-Line Centralised Admission Process through VNSGU.
<b>E</b>	Counselling to Students to choose appropriate choice/combination of

subject in Arts at the time of admission.

Welfare schemes for

<b>Teaching</b>	Nil
<b>Non-teaching</b>	- Uniforms for the supportive staff - Washing allowance to supportive staff -Distributing gifts on Diwali to supportive staff
<b>Students</b>	-Insurance - free ship -Scholarship schemes

Total corpus fund generated. = **5,78,820**

Whether annual financial audit has been done

<b>Yes</b>	<b>NO</b>
√	

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
<b>Academic</b>	Yes	NACC Higher Education office, Govt. of Gujarat	Yes	Management (Jivan Jyot Trust,Amroli)
<b>Administrative</b>	Yes	NACC Higher Education office, Govt. of Gujarat	Yes	Management (Jivan Jyot Trust, Amroli)

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

	<b>Yes</b>	<b>No</b>
<b>For UG Programmes</b>	√	
<b>For PG Programmes</b>	√	

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

- Dummy number system is followed
- Centralized assessment for Third year BA, BCOM examination.
- Results through mobile and website.
- Students can get copy of assessed answer-book.

- Reassessment of answer-book for last year students
- Rechecking of answer-book for all students

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

The University provides necessary facilities and suggestions to promote autonomy in the college.

**Activities and support from the Alumni Association**

<b>A</b>	Regular meetings of Alumni Association.
<b>B</b>	Great support provide by members of Alumni Association for arranging Social awareness program ,Cultural &Literary Activities
<b>C</b>	Alumnus communicate with students through various activities and try to teach the students.

**Activities and support from the Parent – Teacher Association**

<b>A</b>	Introduced offline /online parent feedback form.
<b>B</b>	Efforts will be made to activate this association.
<b>C</b>	The parents of the Meritorious students are invited at the prize distribution to grace the dais and the students are felicitated by their own parents along with the dignitaries.

**Development programmes for support staff**

<b>A</b>	Update knowledge of support staff time to time about automated Software installed in the institution
<b>B</b>	Uniforms for the supportive staff

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

<b>A</b>	Posters of cleanliness are placed at various places.
<b>B</b>	RO System Waste Water Reused in Wash rooms
<b>C</b>	Oath taking ceremony taken by the Students “TO SAVE WATER & ELECTRICITY”
<b>D</b>	Tree Plantation to mark special occasions.
<b>E</b>	Ground water is recharged using a water recharge well.
<b>F</b>	Paperless organization through E-filling system.

**Criterion: VII Innovations and Best Practices**

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

<b>A</b>	Institute developed its own online Admission System in Arts Faculty.
<b>B</b>	Signed MOU for Computer training and academic development and research for students.
<b>C</b>	Introduced Certificate Courses in Tally, Fashion Designing and Campus to Corporate (C2C)
<b>D</b>	Online Feed back
<b>E</b>	Pre-Placement training through employability training program & Personality Development program
<b>F</b>	Developed Rainwater Harvesting System.
<b>G</b>	Organized two National Seminars.
<b>H</b>	Inaugurated Digital Lab for e-governance.
<b>I</b>	Constructed New Activity Rooms.
<b>J</b>	Seminars conducted on Research methodology for post graduate students to motivate them for research.

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

**a. Plan of Action Decided at the beginning of the year**

1. Curricular aspects- -Structured feedback is taken for Design and review of Curriculum. -To increase the programmed options available to students in terms of Job Oriented and Value added add on Certificate courses.
2. Teaching, learning and evaluation- - Feedback on Teacher evaluation by Students
3. Research consultancy and extension –



Organised international, national & college level conference/seminars/workshop.
4. Infrastructure and learning outcomes.
5. Skill oriented program- Students centric activities, skilled based workshop for students.
6. Student mentoring program.
7. Governance, leadership and management.
8. Environmental awareness
9. To involve Alumni.
10. Community extension program
11. Best practice

**b. Action Taken Report (ATR) on above Plan**

Plan of Action	Achievements
<p>1. Curricular aspects</p> <p>- To make feedback process more effective.</p> <p>-To increase the program options available to students in terms of Certificate course.</p>	<p>-Yearly academic plan prepared and implemented.</p> <p>- Efforts to make feedback process more effective: Feedback system is being consistently followed &amp; attempt to obtain feedback from all stakeholders. Also introduce Online feedback system from this year for</p> <p>1.Feedback on Teacher evaluation by Students</p> <p>2.Feedback on Curriculum form teachers, Students &amp; Industrialist</p> <p>3. Feedback on Library facilities by Students</p> <p>-To increase the program options available to students in terms of Certificate course:</p> <p>Introduce new Certificate courses offered through college:</p> <p>1. „Communication skills” for pre placement training.</p> <p>2. Job oriented „Digital marketing” course for all second year students</p> <p>3. Teaching Techniques, Digital India, Entrepreneurship development and value education for skill development</p> <p>4. IIT Bombay Spoken tutorial „ LibreOffice Suite Base” for all students</p>

<p>2. Teaching, learning and evaluation</p> <ul style="list-style-type: none"> <li>- Admission</li> <li>- Feedback on Teacher evaluation by Students</li> </ul>	<p>- Admission</p> <p>1. Online Admission procedures. Admission procedures are well advertised through prospects, website, I-notice boards, social media, counselling during admission etc.</p> <p>2. All the seats in Aided/ self-finance classes for first year B.Com and PG ( MA &amp; MCOM) were filled up in centralised admission process through VNSGU.</p> <p>- Feedback on Teacher evaluation by Students</p> <p>1. All the programmes are monitored with regard to teaching through feedback. Analysis of each department and teacher communicating it to the respective teacher/ department for improvement. This has helped in enhancing the quality of programme.</p>
<p>3. Research consultancy and extension</p> <ul style="list-style-type: none"> <li>- Support in initializing Quality initiatives</li> <li>- Effort to make collaborative endeavor impactful.</li> </ul>	<p>- Support in initializing Quality initiatives</p> <p>Guest lecturers / seminars / workshop arrange for teachers and students in the college are</p> <p>1. Workshop on “Open source Software Using Spoken Tutorials” collaboration with National Mission on Education through ICT, MHRD and IIT Bombay for faculties on 28<sup>th</sup> June, 2017</p> <p>2. Four-day workshop on Goods and Service Tax (GST) for students and faculty on 14<sup>th</sup> to 18<sup>th</sup> August, 2017.</p> <p>3. Workshop on “Emerge, Need &amp; Scope of Research” for PG Students &amp; Research students on 16<sup>th</sup> December, 2017.</p> <p>4. Seminar on Career in Financial sectors for students and faculty on 7<sup>th</sup> February, 2018.</p> <p>5. Faculty Development Program on “New Methodology of NAAC” on 27<sup>th</sup> February, 2018.</p> <p>- Effort to make collaborative endeavor impactful</p> <p>1. Sign MOU with Department of</p>

	<p>Management, Parul University, Vadodara for academic development of teachers and students.</p> <p>2. Sign MOU with Jewellery designing Institute-Surat for skill development of students.</p> <p>3. Sign MOU with ITM Skill Academy, Ahmedabad for skill development of students.</p> <p>4. Sign MOU with Global Innovative consultancy, Surat for skill development and employment of students.</p> <p>5. Sign MOU with International institute of Import and Export Management for skill development and employment of students.</p> <p>6. Sign MOU with DB corp Led. (Divya Bhaskar) for skill development and employment of students.</p> <p>7. Sign MOU with Gruham Developers, Surat for employment of students.</p> <p>8. Sign MOU with Gujarat Women's Organisation "Shakitmanch" for skill development and employment students.</p> <p>9. Sign MOU with Future Management Services, Surat for skill development and employment students.</p> <p>10. Sign MOU with Lions Clubs of Surat Spandan for social activities and student's activities.</p>
<p>4. Infrastructure and learning outcomes</p> <p>- Up gradation in IT infrastructure</p> <p>-Library up gradation</p>	<p>- Up gradation in IT infrastructure</p> <p>1. Introduce Google Classroom application</p> <p>2. Develop Whatsapp group to communicate with students.</p> <p>3. Put e-notice board for displaying daily &amp; upcoming events notice.</p> <p>-Library up gradation</p> <p>1. Enhancement of Library up gradation in form of ICT support.</p> <p>2. Introduce Feedback on Library facilities by</p>

	Students
<p>5. Skill oriented program</p> <p>- Students centric activities</p>	<p>1. Sessions for Enhancing the Ability through Learning (SEAL) Personality development lectures (PD) as part of the regular time table</p> <p>2. One day workshop on “Tie &amp;Dye Technique “on fabric on 28<sup>th</sup> August,2017.</p> <p>3. One day “Dayan Shibir” associate with “Osho Lotus Charitable Trust” for students, faculty &amp; Society 21<sup>st</sup> January,2018.</p> <p>4. Orientation program on Vipassana meditation 18<sup>th</sup> January,2018.</p> <p>5. Seminar on cashless and Digital India and arrange many more seminars/lectures for overall development of students.</p> <p>6. Every year regularly College arrange Inter college and Inter class competition under „Saptdhara” activities Gov. of Gujarat initiative.</p> <p>7. Six days workshop on Beauty Parlour and Chocolates Making on 29<sup>th</sup> Nov. to 5<sup>th</sup> Dec.,2017</p> <p>- NSS.</p> <p>- NCC.</p> <p>- PRAGYAN, an institutional social responsibility.</p> <p>- Career Guidance programmes.</p> <p>- Gender sensitisation programmes.</p> <p>- Yoga and meditation for students.</p> <p>- Environmental awareness programmes.</p> <p>- Health awareness programmes.</p> <p>- Women Empowerment programmes.</p> <p>- College fest INNOVISION-2017 organised by student” s union.</p> <p>- Campaign for driving License, Election Voting Card, Pan Card, Adhar Card, Passport and Cleanliness for students.</p>
6. Student mentoring program	1. Arranged motivational programs.

	<p>2. Arranged careerguidance, value based and job oriented seminars, placement drive in various field.</p> <p>3. Online Career Counselling test is taken of all T YBCOM students and analysis report is given to each student .</p>
7. Governance, leadership and management	<p>1.Maintenance of transparency in admission</p> <p>2.College have been able to receive prestigious certificates ISO 9001:2015 for QUALITY MANAGEMENT SYSTEM, ISO 14001:2015 for ENVIRONMENTAL MANAGEMENT SYSTEM &amp; OHSAS 18001:2007 for Safety Management on 2<sup>nd</sup> Octomber,2017</p>
8. Environmental awareness	<p>1. Install new RO plant with capacity of 600 litre replace with existing RO plant.</p> <p>2.Save Environment Install Sanitary Napkins VendingMachine &amp; Sanitary Napkins destroyer.</p> <p>3. Install Solar energy plant</p> <p>4. Green Club is establish to do activities related to environment by students &amp; Alumni.</p>
9. To involve Alumni	<p>1. Alumni association joins hands with with current students and prepared decorative clay diyas for Diwali for charity of visually disable students.</p> <p>2. Alumni served their services as judge in different inter college competition organized in college.</p> <p>3.Alumni are lending a helping hand with Green Club to do activities related to environment.</p>
10. Community extension program.	Pragyan - Additional remedial teaching to students of Amroli Prathmik Shala.
11. Best practices	Babasaheb Ambedkar open University Center

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

<b>A</b>	Earn While Learn
<b>B</b>	Support to the visually challenged
<b>C</b>	Sessions For Enhancing Ability through Learning (SEAL)

<b>D</b>	Meritorious students who have excelled academically are felicitated in their respective classes in the prize distribution function arranged at the beginning of the year and also end of the year, after the internal examinations, by college principal.
<b>E</b>	Babasaheb Ambedkar open University Center

*\*Details attached as Annexure IV*

### **Contribution to environmental awareness / protection**

<b>A</b>	Activities related to Environment by NSS and NCC like Tree Plantation, rallies, camps, electricity conservation, cleanliness drive, etc.
<b>B</b>	Inter College & Inter Class Elocution Competition on Environment.
<b>C</b>	Posters of cleanliness are placed at various places.
<b>D</b>	RO System Waste Water Reused in Wash rooms.
<b>E</b>	Oath taking ceremony taken by the Students "TO SAVE WATER & ELECTRICITY".
<b>F</b>	Tree Plantation programmes by students.
<b>G</b>	LED Lights installed in Campus.
<b>H</b>	Solar Energy plant installed.
<b>I</b>	Installed Sanitary Napkins Vending Machine & Sanitary Napkins destroyer
<b>J</b>	Paperless organization through E-filling system
<b>k</b>	Ground water is recharged using a water recharge well.

**Whether environmental audit was conducted?**

<b>Yes</b>	<b>-</b>	<b>No</b>	<b>√</b>
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**Any other relevant information the institution wishes to add. (For example SWOT Analysis)**

<b>SWOC ANALYSIS OF THE INSTITUTION</b>	
<b>Strengths:</b>	
<b>A</b>	Good Infrastructure Facilities. / State- of-the-art infrastructure/facilities for teaching-learning.
<b>B</b>	Earn while Learn and other Student Support Schemes for meritorious students, economically weaker students and achievers in academic/non-academic activities.
<b>C</b>	Technology enhanced Learning./ Leveraging on ICT infrastructure for smooth conduct of academic, examination and administrative processes.
<b>D</b>	Large Number of Activities./ Holistic development of students beyond classroom activities, social work and community engagement.
<b>E</b>	Student – Centered Learning.
<b>F</b>	Smart Class Rooms.
<b>G</b>	Strong and Supportive Management.

<b>Weaknesses:</b>	
<b>A</b>	Lack of Land For outdoor Sports activities.
<b>B</b>	Small Campus Area.
<b>C</b>	Difficult to increase more physical infrastructure.
<b>D</b>	Less number of Alumni students participate as they get married.
<b>Opportunities:</b>	
<b>A</b>	Scope for Collaboration with various agencies.
<b>B</b>	Services of Alumni to be better utilized.
<b>C</b>	Providing more Certificate & Short term Courses for skill development.
<b>Challenges:</b>	
<b>A</b>	Taking up research work in the midst of too much of work load.
<b>B</b>	No fresh recruitment of staff as per government policy.
<b>C</b>	Managing Library without a properly recruited librarian.
<b>D</b>	Technical failures and the way to overcome them.
<b>E</b>	100% paper less working.
<b>F</b>	Due to increasing range and volume of various curricular and co- curricular activities shortage of adequate time and space is often experienced leading to curtailment of proposed programmes of the institution.

#### 8. Plans of institution for next year

<b>1.</b>	Preparation and Submission of Self Study Report to NACC.
<b>2</b>	Preparation of ISO audit, AAA & NIRF
<b>3</b>	Identify more “Best Practices” and institutionalize them.
<b>4</b>	Focus on “ Student Centric ” activities to enhance their skills.
<b>5</b>	Generated Resources through UGC , RUSA and other sources.

*Signature of the  
Coordinator, IQAC  
Dr. Sejal Desai*

*Signature of the  
Chairperson, IQAC  
Dr. Kishorsinh N. Chavda*

**Annexure – I**  
**Academic Calendar 2017-18**

Sr. No.	Date	Activity
1	27/04/2017	Summer Vacation (as announced by the university)
2	26/05/2017	Starting of Centralized admission work of F.Y.B.Com.
3	27/05/2017	Starting of admission work of F.Y.B.A.
4	05/06/2017	World Environment Day
5	10/06/2017	Opening ceremony NSS, Renewal of the I-Cards of S.Y.B.A. / S.Y.B.Com., T.Y.B.A. / T.Y.B.Com. and M.Com. / M.A. - II students
6	15/06/2017	Campaign for driving license, Election Voting Card & passport in the Campus
7	16/06/2017	Regular classes of F.Y.B.A., F.Y.B.Com. starts
8		Regular classes of T.Y.B.A., T.Y.B.Com. starts
9	19/06/2017	Regular classes of S.Y.B.A., S.Y.B.Com. and M.Com., M.A.-II
10	23/06/2017	IQAC meeting
11	27/06/2017	Training in Self-Defence
12	28/06/2017	Guest Lecture
13	30/06/2017	Pravesh Utsav – 2017
14	30/06/2017	Guest Lecture
15	01/07/2017	Visit to "Samvedna"-School & Research Center for mentally Challenged Children
16	03/07/2017	Guest Lecture



17	05-06/07/2017	First Prize Distribution to felicitate Top Rankers
18	05/07/2017	Guest Lecture
19	05/07/2017	Eye Donation Awareness Campaign
20	05/07/2017	Legal Awareness Program
21	06/07/2017	Distribution of books to the students from S.A.L.
22	06/07/2017	Compulsory Thalassemia Test for First Year students
23	07/07/2017	First Blood Donation Camp
24	07/07/2017	Lecture on Traffic Awareness
25	07/07/2017	Orientation program of Study Circle (Career Guidance Club)
26	08/07/2017	Guest Lecture
27	09/07/2017	Guest Lecture
28	09/07/2017	Fund Raising for the Blind School
29	10/07/2017	Inter Class Prayer singing competition
30	10/07/2017	Regular classes of M.A./M.Com.-I Starts
31	11/07/2017	World Population Day
32	12/07/2017	Inter Class Rangoli making competition
33	12/07/2017	Charity Day for the Blind
34	14/07/2017	Inter College Prayer Singing Competition
35	14/07/2017	Orientation Program on NSS & NCC followed by enrollment of students
36	15/07/2017	Clean the Campus
37	17/07/2017	Inter Class salad decoration competition
38	17/07/2017	Celebration of NSS Day
39	18/07/2017	Social Awareness Program in collaboration
40	19/07/2017	Guest Lecture
41	19/07/2017	Activity of the Grievance Redressal Cell
42	20/07/2017	Guest Lecture
43	21/07/2017	Inter College Salad decoration competition
44	21/07/2017	Enrolment of Students in SCOPE-DELL
45	21/07/2017	IQAC Meeting
46	22/07/2017	Cleaning Parking Area
47	22/07/2017	Motivational Lecture
48	23/07/2017	Seminar for T.Y.B.Com. Students

49	23/07/2017	Legal Guidance Seminar
50	24/07/2017	Orientation program for students volunteering to tech primary school children of municipal schools
51	24/07/2017	Guest Lecture
52	26/07/2017	Inter Class Poster making Competition
53	27/07/2017	UPSC-GPSC Seminar
54	27/07/2017	Commencement of GSET Classes
55	28/07/2017	Meeting of the Career Guidance Club
56	29/07/2017	Guest Lecture
57	01/08/2017	Inter class Mehandi Competition
58	01/08/2017	Inter College Poster making Competition
59	01/08/2017	Inter Class Elocution Competition
60	01/08/2017	Parade Training for NSS Volunteers
61	02/08/2017	Inter Class Book Review Competition
62	03/08/2017	Inter College Best out of West Competition
63	04/08/2017	Inter College Mehandi Competition
64	08/08/2017	Inter Class Patriotic song Competition
65	08/08/2017	Inter College Elocution Competition
66	08/08/2017	Inter Class Patriotic song Competition
67	09/08/2017	Inter Class Book Review Competition
68	09/08/2017	Inter Class Mono-acting Competition
69	09/08/2017	Inter College Book Review Competition
70	09/08/2017	Guest Lecture
71	11/08/2017	Guest Lecture
72	11/08/2017	Inter College Patriotic Song Competition
73	11/08/2017	Free Eye Checkup & Distribution of spectacles at subsidized rate
74	12/08/2017	World youth Day
75	12/08/2017	Guest Lecture
76	15/08/2017	Celebration of Independence Day, flag Hosting, PTA & Alumni Meeting & Car Pool Day
77	18/08/2017	Inter Class Essay Writing Competition
78	20/08/2017	Campaign to promote Organ Donation
79	20/08/2017	Inter class Best out of west Competition
80	20/08/2017	Inter Class Elocution Competition on Environment

81	21/08/2017	One Week Cleanliness Drive
82	22/08/2017	Inter Class Gujarat Quiz Competition
83	22/08/2017	Inter College Mono-Acting Competition
84	23/08/2017	Inter School Sanskrit Shloka Recitation Competition
85	23/08/2017	Guest Lecture
86	24/08/2017	Inter Class Drawing Competition
87	24/08/2017	Women Empowerment Training Program
88	28/08/2017	Self-Defense Training Program
89	29/08/2017	Inter College Gujarat Quiz Competition
90	30/08/2017	Inter College Essay Writing Competition
91	30/08/2017	Inter College Drawing Competition
92	31/08/2017	Discussion with T.Y.B.Com. students under the planning forum Committee
93	01/09/2017	Inter School Drawing Competition
94	01/09/2017	Guest Lecture
95	04/09/2017	Inter Class Sanskrit Shloka Recitation Competition
96	05/09/2017	Celebration of knowledge week and Teacher's Day
97	07/09/2017	Inter college Elocution Competition on Environment
98	08/09/2017	Inter college Sanskrit Shloka Recitation Competition
99	12/09/2017	First Internal Test
100	21/09/2017	International Day for peace
101	23/09/2017	Student's Council Election
102	25/09/2017	Additional Internal Test
103	29/09/2017	Regular Classes of F.Y.B.Com.
104	01/10/2017	World Vegetarian Day
105	02/10/2017	Celebration of Gandhi Jayanti-Swachhta Abhiyan & No vehicle Day
106	07/10/2017	Regular Sem I/III/V University Exam
107	09/10/2017	NSS Special Camp
108	10/10/2017	Internal Marks to F.Y./S.Y./T.Y.B.A./M.A. (Guj.)
109	11/10/2017	Internal Marks to T.Y.B.Com.
110	12/10/2017	Internal Marks to F.Y.B.Com.
111	13/10/2017	Internal Marks to S.Y.B.Com.
112	13/10/2017	Internal Marks to M.Com./M.A. (Eng. & Eco.)

113	16/10/2017	World Food Day
114	16/10/2017	Diwali Vacation
115	31/10/2017	Rashtriya Ekta Divas to commemorate Sardar Vallabhbhai Patel's Birth Anniversary
116	06/11/2017	University ATKT Exam
117	09/11/2017	World Quality Day
118	11/11/2017	National Filaria Drive Day
119	21/11/2017	Innovision-College Fest
120	25/11/2017	Innovision Prize Distribution
121	01/12/2017	Celebration of World AIDS Day
122	05/12/2017	International Volunteer Day
123	05/12/2017	World Soil Day
124	07/12/2017	International Civil Aviation Day
125	08/12/2017	Blood Donation Camp
126	09/12/2017	Visit to Orphanage
127	10/12/2017	Human Rights Day
128	12/12/2017	Visit to Manav Seva Charitable Trust for distribution of blankets by NSS Volunteers
129	15/12/2017	Guest Lecture
130	16/12/2017	Friendship Day
131	18/12/2017	Activity by Health Care Committee
132	18/12/2017	Chocolate Day
133	19/12/2017	Group Day
134	20/12/2017	Sashastra Day
135	21/12/2017	Selfie Day
136	22/12/2017	Cap & Tie Day
137	25/12/2017	Good Governance Day (India)
138	25/12/2017	Pt. Madan Mohan Malviya B'day
139	26/12/2017	Karuna Day
140	27/12/2017	Motivational Lecture
141	29/12/2017	Hair Style Day
142	29/12/2017	Job Fair
143	29/12/2017	College Morning
144	31/12/2017	New Year's Eve

145	02/01/2018	Charity Day
146	03/01/2018	Guest Lecture
147	03/01/2018	Celebration of Karuna Day
148	04/01/2018	Poster Competition on Save Earth
149	04/01/2018	Garba Day
150	05/01/2018	Awareness Talk Series in collaboration with India Medical Association, Surat
151	06/01/2018	Back to School & Dabba Day
152	07/01/2018	Clean the Campus
153	08/01/2018	Kurta & Bandhni Day
154	09/01/2018	Campus Clean Day
155	09/01/2018	Pravasi Bharatiya Divas
156	10/01/2018	Guest Lecture
157	11/01/2018	Guest Lecture
158	12/01/2018	Celebration of Swami Vivekanand Jayanti
159	12/01/2018	Motivational Lecture
160	12/01/2018	Vivekanand Jayanti Day
161	12/01/2018	National Youth Day (India)
162	15/01/2018	Indian Army Day
163	16/01/2018	Orphanage Day
164	17/01/2018	Guest Lecture
165	17/01/2018	Traditional Day
166	18/01/2018	Guest Lecture
167	18/01/2018	Gandhigiri & Khadi Day
168	19/01/2018	Ballon Day
169	20/01/2018	Celebration of Republic Day, PTA & Alumni Association Meet & No Honking Day
170	20/01/2018	Meeting of the Management with staff
171	20/01/2018	Cleanliness Drive in the Campus
172	20/01/2018	Compulsory Attendance Day
173	22/01/2018	No-Vehicle Day
174	23/01/2018	Corporate Day
175	23/01/2018	Nature Day
176	24/01/2018	Inter Class Patriotic Song Competition

177	24/01/2018	Photo Day
178	25/01/2018	Poetry Day
179	26/01/2018	Republic Day
180	27/01/2018	Youth Festival
181	27/01/2018	Guest Lecture
182	27/01/2018	Twins Day
183	28/01/2018	Educational Visit
184	29/01/2018	Suit & Saree Day
185	30/01/2018	Drawing Competition in the memory of late Mahatma Gandhi's Nirvana Divas on the topic Mahatma Gandhi and Cleanliness
186	30/01/2018	Guest Lecture
187	30/01/2018	Green Day [Tree Plantation Day]
188	31/01/2018	Thanks Day
189	01/02/2018	Formal Day
190	02/02/2018	Black & White Day
191	03/02/2018	Tree Plantation Day
192	03/02/2018	BCA Morning by Students
193	04/02/2018	World Cancer Day
194	05/02/2018	Motivational Lecture
195	09/02/2018	Thanks giving Day
196	09/02/2018	Third Blood Donation Camp
197	12/02/2018	Inter Class Chess Championship
198	13/02/2018	World Radio Day
199	14/02/2018	Inter Class Table Tennis Tournament
200	15/02/2018	Second Prize Distribution Function
201	16/02/2018	Inter Class Volley ball tournament
202	16/02/2018	Awareness regarding Sexual Harassment Cell & Anti-Ragging Cell
203	17/02/2018	Programme of the Study Circle
204	18/02/2018	Self-Defence Training
205	19/02/2018	Inter class Volleyball Championship
206	20/02/2018	World Day for Social Justice
207	22/02/2018	Thinking Day
208	27/02/2018	Charity Day

209	28/02/2018	National Science Day (India)
210	28/02/2018	IQAC Meeting
211	01/03/2018	Internal Test of Semester II / IV / VI
212	02/03/2018	Internal Test of M.A.-Sem IV(Guj.)
213	12/03/2018	Additional Internal Test of Semester II / IV / VI
214	22/03/2018	World water day
215	28/03/2018	Giving Internal Marks - S.Y.B.A./B.Com.
216	28/03/2018	Giving Internal Marks - M.A. / M.Com.
217	01/04/2018	T.Y.B.A. University Exam
218	02/04/2018	Giving Internal Marks - T.Y.B.A./B.Com.
219	02/04/2018	Giving Internal Marks - F.Y.B.A./B.Com.
220	04/04/2018	F.Y.B.A. (Sem-II) University Exam
221	09/04/2018	F.Y.B.Com. (Sem-II) University Exam
222	09/04/2018	T.Y.B.Com. University Exam
223	09/04/2018	M.A.-I (Sem-II) University Exam
224	10/04/2018	M.Com.-II (Sem-IV) University Exam
225	11/04/2018	M.Com.-I (Sem-II) University Exam
226	19/04/2018	S.Y.B.Com. (Sem-IV) University Exam
227	20/04/2018	M.A.-I (Sem-IV) University Exam
228	22/04/2018	Parent Teacher Association (PTA) Meet
229	22/04/2018	Observance of Earth Hour
230	22/04/2018	S.Y.B.A. (Sem-IV) University Exam
231	28/04/2018	Summer Vacation as announced by University
232	17/05/2018	Nature Day & Book fair
233	31/05/2018	No Tobacco Day

## **Annexure - II**

### **List of the Activities for the year 2017-18**

Date	Activities
23-04-2017 to 07-05-2017	Conducted Online Examination of Sikkim Manipal University
14-05-2017	Conducted Offline Examination of Department of Post
16-05-2017 to 19-05-2017	Organized 1st International Conference on "Role of Multidisciplinary Innovation for Sustainability " at Jim Corbett, Uttaranchal
20-05-2017 to 25-05-2017	Conducted Online Examination of Sikkim Manipal University
05-06-2017	Starting of F.Y.B.A. Admission Process
08-06-2017	Starting Classes of S.Y.B.Com-Sem-3, T.Y.B.Com-Sem-5 and M.A./M.Com-Sem-3
12-06-2017	Farwell to Gopalbhai Ganvit (Watchman) for voluntary retirement from Service
14-06-2017	Education Fair Visit at Ahmadabad Gujarat University with 270 Students and 20 Staff Members
17-06-2017	Seminar on Career Guidance by Parul University
19-06-2017	Seminar on Yoga
21-06-2017	Yoga Day Celebration
24-06-2017	IClub Seminar for blind
28-06-2017	One Day Workshop for faculty on Spoken Tutorial by IIT Bombay, Key Note Speaker- Minaxiben Solanki
30-06-2017	Blood Donation Camp -72 bags collected
05-07-2017	First Prize Distribution Ceremony
06-07-2017	First Prize Distribution Ceremony



07-07-2017	Inter Class Prayer Competition
08-07-2017	GPSC-UPSC Seminar for T.Y.B.Com , M.Com, M.A. Students
12-07-2017	F.Y.B.Com Class starts
13-07-2017	Participation of 200 Students at Femicon-17 at VNSGU, Surat
13-07-2017	Inter Class Salad Decoration Competition
14-07-2017	Starting Saptdhar Competition -Inter College Prayer Competition
15-07-2017	Seminar by “Prasthan Academy” on UPSC, GPSC Exam.
17-07-2017	Inter Class Elocution Competition
17-07-2017	Promotion event of “Mahakali-Ant hi Arambh” on Colours Channel
17-07-2017	Inter Class Elocution Competition
18-07-2017	Inter Class Rangoli Making Competition
18-07-2017	Inter Class Poetry Recitation Competition
20-07-2017	Inter Class Best out of Waste Competition
21-07-2017	Inter College Salad Decoration Competition
22-07-2017	Inter Class Mahendi Competition
22-07-2017	Interclass Poster Making Competition
22-07-2017	Visit of H.E. Dipakkumar Upadhyaya Ambassador of Nepal at our Institute
24-07-2017	Inter Class Extempore Competition
25-07-2017	Inter College Rangoli Making Competition
25-07-2017	Informative session about “Revolution India” a NGO to the Students
27-07-2017	Inter Class Book Review Competition
27-07-2017	Shri R.M.Desai Inter College Poetry Recitation Competition
28-07-2017	Inter Class Patriotic Song Competition
28-07-2017	Inter Class Gujarat Quiz Competition
31-07-2017	FareWell to Shri Anilbhai Patel (Sr.Clerk) for voluntary retirement from service
31-07-2017	Annual Function of NCC & Welfare party for Dr. Punitaben Patel for becoming Leftenant to Captain
01-08-2017	Seminar on awareness of “Breastfeeding” under the Women Empowerment Cell
01-08-2017	Inter College Poster Making Competition
02-08-2017	N.S.S. Orientation Programme for First Year Students
03-08-2017	Inter College “Best Out of Waste” Competition
04-08-2017	Thelesamia Test for First Year Students
04-08-2017	Inter College Mehendi Competition
04-08-2017	Rakshabandhan Celebration at Primary School
04-08-2017	Campus Interview by Apollo Pharmacy and KGK Diamond Ind. Pvt. Ltd.
05-08-2017	Poster Making Competition on “Stanpan” organized by SMC
08-08-2017	Late Prin.J.B.Shah Sponsored Inter College Elocution Competition
08-08-2017	Inter College Elocution Competition
09-08-2017	Inter College Book Review Competition

09-08-2017	Educational Tour at Amul Dairy, Anand
12-08-2017	Tree Plantation by NSS Volunteers at College Parking
12-08-2017	College Cleaness by NSS Volunteers
11-08-2017	Inter College Patriotic Song Competition
14-08-2017 to 19-08-2017	Workshop on GST Accounting Training
18-08-2017 to 26-08-2017	Conducted Online Examination of Sikkim Manipal University.
19-08-2017 to 21-08-2017	“Ukalo Pivdao” by NSS volunteers to the Students
21-08-2017	Guest Lecture by Dr. Satish Vyas on Gujarati Play "Me Gandevi no galo"
21-08-2017	Inter Class Sanskrit Shlok Recitation Competition
21-08-2017	Inter Class Drawing Competition
22-08-2017	Seminar of Bandhani Making by Aakar Academy of Art
22-08-2017	Late Prin.J.B.Shah Sponsored Inter College Mono Acting Competition
23-08-2017	Seminar on Aboard Education by Columbus
23-08-2017	Charity Collection for Blind on World Blind Day
23-08-2017	Inter School Sanskrit “Sholk” Recitation Competition
24-08-2017	50 NSS Volunteers Participated in Seminar “Sankalp Pe Siddhi” at Gandhi Smurti
27-08-2017	Conducted GET Examination -648 students appeared
28-08-2017	One day workshop to promote “Tie & Dye” by Aakar Academy of Art- 230 Students Participated
29-08-2017	Inter College Gujarat Quiz Competition
30-08-2017	Inter College Drawing Competition
30-08-2017	Inter College Essay Writing Competition
31-08-2017	Inter Class Environment Elocution Competition
01-09-2017	Conducted Bharatya Sanskriti Gyan Exam
01-09-2017	93.4 Red F.M. “Tashanbaz” -Talent Hunt Activity
01-09-2017	Inter School Drawing Competition (For 9 <sup>th</sup> to 12 <sup>th</sup> Stu. Students)
04-09-2017	Celebration of Teacher” s Day
04-09-2017	Inter College Extempore Competition
04-09-2017	Seminar on Women” s Health and Safety by Dr.Manishaben Jhawar
06-09-2017	Seminar on Consumer Protection by Pratapsinh Chapia
07-09-2017	Seminar on Mercantile Law by Prof. Aabhaben Nagarseth
07-09-2017	Ramvan Trust Sponsored Inter College Elocution Competition
08-09-2017	Seminar on “Emotional Wellness” by Osho chair
08-09-2017	Late Dr.Ramaben H.Patel Memorial Inter College Sanskrit “Shlok” Recitation Competition.
09-09-2017	Namo E-Tablet Distribution for First Year Students-1 <sup>st</sup> Phase
11-09-2017	Live Speech by Hon.Shri.Narendra Modi- Prime Minister on Vivakanand Speech Satabdi
12-09-2017 to 20-09-2017	Starting of Internal Exam-2017-18
22-09-2017	Namo E-Tablet Distribution for First Year Students- 2 <sup>nd</sup> Phase

25-09-2017 to 29-09-2017	Starting of Additional Internal Exam- 2017-18
28-09-2017	Educational Visit at SEBI, Bombay by 40 Students & 12 Faculties
29-09-2017	Mega Blood Donation Camp Jointly organised with Lions club
02-10-2017	ISO Certificate Ceremony
03-10-2017 to 10-10-2017	Starting University Exam-Sem- II/IV/VI-2017-18 (A.T.K.T)
6-10-2017	Seminar on Menstrual Hygiene Green and Red Campaign By Dr. Ami Yagnik
7-10-2017 to 13-10-2017	N.S.S. Camp at Sherdi Village, Ta.Olpad, Surat
10-10-2017 to 13-10-2017	Internal Marks Distribution to Students
24-10-2017 to 31-10-2017	Conducted online examination of Sikkim Manipal University
14-10-2017 to 8-11-2017	Diwali Vacation
09-11-2017	Starting of Second Term
13-11-2017 to 17-11-2017	University Exam M.A. Sem-I-III
16-11-2017 to 22-11-2017	University Exam M.Com. Sem-I-III
17-11-2017 To 25-11- 2017	University Exam B.A. Sem-I-III-V, B.Com-Sem.I-III-V
27-11-2017	All India Exhibition Bus Campaign by Brahmakumari" s
29-11-2017 to 5-12-2017	Six days workshop on Beauty Parlor & Chocolate making by Gujarat womens organisatoin "Shakti Manch", Ahmedabad
30-11-2017	Seminar on Awareness of Kidney Diseases jointly Organised with Narmada Kidney Foundation, Surat
7-12-2017 to 9-12-2017	Downloading of "Swachhata Mohua" Application collaboration with SMS
7-12-2017	Seminar on Suicide Prevention by Parenting of Pease (P4P) Group – Speaker- Dr. Salim Hirani, Dr. Prashant Kariya, Dr.Latika Shah
12-12-2017	Seminar on "IT Awareness and Cyber Security by Pure Skill IT Academy – Speaker- Shailesh Patel
12-12-2017	Career Counselling and Guidance Programme by National Group Institute- Speaker – Chintan Chokhawala
13-12-2017	Internship Programme by Divya Bhaskar

15-12-2017	Campus Placement by Gruham Developers
16-12-2017	Campus Placement of ICICI Bank and Kotak Bank by ITM Academy
16-12-2017	Workshop on Need, Emerge and Scope of Research For Post Graduate Students
16-12-2017	Chocolate Day
18-12-2017	Black and White Day
19-12-2017	Orientation and Campus Interview by Divya Bhaskar (125 Students Participated)
19-12-2017	Selfie Day
20-12-2017	Motivation Seminar by Mr. Anurag Tripathi, President, International Human Right's Organisation
21-12-2017	Orphanage Day
21-12-2017	Prize Distribution Ceremony
22-12-2017	Prize Distribution Ceremony
22-12-2017	Banking/Competitive exam Seminar by T.I.M.E. Institute by Ajay Sahu (T.Y.B.Com and S.Y.B.Com)
22-12-2017	Hair Style Day
23-12-2017	Motivational Seminar by Mr. Rajesh Yadav
24-12-2017	Medical Camp Organised at Jivan Jyot Hospital 25 NSS Volunteers participated
24-12-2017	15 NSS Volunteers Participated "Coach for life " Seminar at Indoor Stadium
26-12-2017	Karuna Day
26-12-2017 to 30-12-2017	Divya Bhaskar Internship Programme Training
27-12-2017	Blood Donation Camp by NSS Unit- 92 Bags of Blood collected
27-12-2017	Photo Day
28-12-2017	Motivational Seminar by Dr. Shashank Shah
02-01-2018	Charity Day
03-01-2018	Seminar on Interview Etiquette & Communication Skills by Shanti Business School, Ahmedabad
04-01-2018	Thanks Day
04-01-2018	Shankhand Seminar by Shankh dhvani club -Mr. Bharatbhai J.Shah
05-01-2018	Export-Import Awareness Seminar by International Institute of Export-Import Management
06-01-2018	Back to School and Dabba Day

08-01-2018	Kurta and Bandhni Day
09-01-2018	Poetry Day
11-01-2018	Campus Drive by ICICI-Prudential Life Insurance Co.Ltd
12-01-2018	Celebration of 156th Swami Vivekanand Jayanti
13-01-2018	Seminar on Awareness Save Bird by Beauty without Brutality
16-01-2018	Cap and Tie Day
16-01-2018	Motivation & Guidance by Mr. Govindbhai Dholakiya
17-01-2018	Trainning Session for Poliyo Vaccine with SMC
18-01-2018	Gandhigiri & Khadi Day
18-01-2018	Meditation Program by Vipassana Dhyana Kendra-Navsari
18-01-2018	Campus Drive by ICICI Bank and Kotak Bank by Job Station
18-01-2018	Campus Drive by CMCI Institute
18-01-2018	Session by Respected Shri Maheshbhai Savani for those Girls who have Lost their Father in Early Age. Maheshbhai Savani
19-01-2018	No Vehicle Day
19-01-2018	Guest Lecture on Career in Financial Sector by Dr. Jatin Naik-AGM, The Surat People's Co-op Bank Ltd.
20-01-2018	Compulsory Attendance Day
21-01-2018	One Day Dhyana Shibir Organised By Amroli College Under Osho Chair
23-01-2018	Nature Day
24-01-2018	Suit & Saree Day
25-01-2018	Green Day (Tree Plantation Day)
25-01-2018	Grand Rehearsal of 45th Youth Festival
25-01-2018	Seminar on 'Digital Banking' by Harish Kapadiya, SBI
25-01-2018	Seminar on Financial Education for young Investor by Chirag Sidhpuria, SEBI
26-01-2018	Republic Day Celebration
26-01-2018	Flag hosting at Manav Seva Trust Ta.Gothan by NSS Volunteers
27-01-2018	Musical Moring
29-01-2018	Seminar by Vipsyana Dhyana Kendra
30-01-2018	Placement of TCS for Final year students
30-01-2018	Singing Audition for "Innovision"
31-01-2018	Career Counseling by National Group
31-01-2018	Guest Lecture on Non-Violence Communication under Udisha Club by

	Prof. Kalpesh Kansara
01-02-2018	College visit by Mr. G.G.Rana And Mr. A.K.Kale, Well Known District Court Advocates
02-02-2018	Workshop on Yuvaurja-Samasya-Samadhan by Osho chair
02-02-2018	Guest Lecture on Competitive Exam Preparation Under Udisha Club By Dr. Mukesh Goyani
02-02-2018	Guest Lecture on Interview Skills Under Udisha Club by Dr. Jignesh Vaghela
03-02-2018	Guest Lecture on Positive Attitude Under Udisha Club By Principal Chetnaben J. Vansiya
03-02-2018	Guest Lecture on Career Opportunity in Mutual Fund Under Udisha Club By Mayur Joshi
03-02-2018	Guest Lecture on Career Opportunity in Stock Market Under Udisha Club By Mr. Shivam Shah
03-02-2018	Guest Lecture on "Positive Attitude" Under Udisha Club By Sanjay Shinde
06-02-2018	Guest Lecture on subject "Everything within You" Under Udisha Club by Prof. Trusha P Gajjar
06-02-2018	Guest Lecture on "7 Steps Towards Success" Under Udisha Club by Dr.Dhaval Pandya
06-02-2018	Guest Lecture on Career Opportunity in Banking Insurance Under Udisha Club by Prof.Shishir Sidhpuria
07-02-2018	Guest Lecture on Career in Financial Sectors by Dr.Jatin Nayak (AGM-The Surat People's Co-operative Bank Ltd. Surat)
07-02-2018	Guest Lecture on Career Awareness Under Udisha Club by Institute of Cost & Management Accountants of India by CMA Keval Shah & Mrs. Mita Desai
07-02-2018	Guest Lecture on Career in Statistics Under Udisha Club by Sanjay Patel
07-02-2018	Guest Lecture on Career Opportunities in Commerce Under Udisha Club by Prof.CS Prashant Patel
07-02-2018	Guest Lecture on Emerging Trends in Computer Application Under Udisha Club by Tejas Ghadiyali
08-02-2018	Inter Class Volleyball Competition
09-02-2018	Educational Visit to Bombay Stock Exchange (BSE) and Reserve Bank Of

	India (RBI) - Mumbai
09-02-2018	Twins Day
10-02-2018	Guest Lecture on Career Guidance Under Udisha Club by Dr.Padma R. Tadv
10-02-2018	Garba Day
12-02-2018	Formal Day
12-02-2018	Inter College Competition - "Tug Of War"
12-02-2018	Hasya Kavi Samelan- "lymi> g&>Y[l) ligN)ai["
12-02-2018	Guest Lecture on "Interview Skill "under Udisha Club By Ms. Nidhi Belani
12-02-2018	Guest Lecture on " You Can Be Responsible" Under Udisha Club By Prof. Shobhana R. Prajapati
12-02-2018	Guest Lecture on Competitive Exam - Reasoning Skills Under Udisha Club By Dr. Anil Maisuriya
12-02-2018	Guest Lecture on "Basic Interview Skills" Under Udisha Club By Prof. Rudri Purohit
12-02-2018	Guest Lecture on "Digital Payment System" Under Udisha Club By Prof. Vishal Naik
12-02-2018	Guest Lecture on Marketing of Advertisement Effectiveness under Udisha Club by Prof. Hurmaz Doli Patel
14-02-2018	Balloon Day
14-02-2018	Guest Lecture on Career Guidance GPSC, UPSC Government Exam Under Udisha Club by Kanthariya Dharmesh
14-02-2018	Farewell Function - 2017-18 For Final Year Students
14-02-2018	Guest Lecture on Personality & Success Under Udisha Club by Prof. Bakulchandra M Dhor
14-02-2018	Guest Lecture on Communication Under Udisha Club by Ms. Geeta D Shroff
15-02-2018	Garba Day Celebration
15-02-2018	Guest Lecture on Net Banking and Trade Forex Under Udisha Club by Krupalsinh Solanki
15-02-2018	Guest Lecture on Communication under Udisha Club by Deepak S. Shroff
16-02-2018	Seminar on "Career in Social Work" by Dr. Rekha Mistry
16-02-2018	Live Speech by Hon. Prime Minister Shri Narendra Modi on "How to Reduce Stress in Examination"



16-02-2018	Guest Lecture on "What do you want?" Under Udisha Club by Mr. Jignesh J Rathod
16-02-2018	Prize Distribution Ceremony
17-02-2018	Prize Distribution Ceremony
18-02-2018	Organised GEB online Examination
19-02-2018 to 22-02-2018	Innovision- "Fun Ke Funtos"-2017-18
21-02-2018 to 24-02-2018	Scope Examination
27-02-2018	One Day Faculty Development Program (FDP) on New Methodology of NAAC
28-02-2018 to 12-03-2018	Second Term Internal Examination 2017-18
04-03-2018	Grand Inauguration function of "600 Litre RO - Plant" (M.P. Grant of Rs. 4,90,540) by Smt. Darshnaben Jardosh - Member of Parliament
10-03-2018 to 11-03-2018	Organised Insurance Institute of India online Examination
14-03-2018	Student Council Meeting & IQAC Meeting
17-03-2018 to 18-03-2018	Organised Insurance Institute of India online Examination
17-03-2018	University Examination of Sem-I, III & IV
22-03-2018	Celebration of "WORLD WATER DAY"
26-03-2018 to 28-03-2018	Distribution of prizes & certificates to the TOP 5 students of Second Term Internal examination.
31-03-2018 to 12-04-2018	University Examination of Sem-II, IV & VI
11-04-2018	Organised Job fair collaborated with Directorate of Employment & Training, Govt. of Gujarat- Total 9 Companies participated
14-04-2018	Organised American college testing offline Examination
16-04-2018	Pre-placement Training Workshop organised by ORU Placement
21-04-2018	Parents Teacher Meeting
27-04-2018	Summer Vacation



### Annexure III

#### Extension Activity Undertaken

#### “PRAGYAN”: L2L: Learner 2 Learner



“Pragyan” was launched in the first term of the academic year 2015-16 to commemorate the Silver Jubilee Year of the college. Institute and its stakeholders have always believed that as an institute there is a social responsibility and we need to train the young students of the college to realize their responsibility along with demanding their rights. Amroli, a place where the college is situated, is actually on the outskirts of Surat city and population which

resides in this place is generally from a very humble background. The parents send their children to government municipal schools and they have no proper grooming at home because of which it was felt that a learner studying for example in fifth grade was infect not possessing the required aptitude. So the aim was to target the learners at an early stage and establish a bridge a bridge between the college and school where the learners extend their services to the learners.

**Aim :** To provide additional remedial teaching and helping improve the facilities provided to the students of Amroli Prathamik Shala No. 307, Near Amroli Bus Stand, Opp. Gopal Dairy, Amroli-Surat.

**Target Group:** Std. 5 to 8 at the initial stage.

**Bridge Group:** Highly motivated learners of college (FY/SY/TY) to be the trainers.

**Process:** The process was divided into three stages:

### **Stage I:Planning Stage**

- Collaboration between the principal of the school and college.
- Orientation in the classroom to motivate students to spare their time for teaching the needy.
- Collecting the names of the students ready to volunteer from college.

Raising Fund through sponsorship for future activities.

### **Stage – II: Preparatory Stage:**

- ✓ Formal registration of the college Students as mentor (11 Students)
- ✓ Forming group of mentor in to 5 to 6 and every student divide in to every class
- ✓ Skill Covered: Language, Mathematics and environmental awareness and Communication Skill

### **Stage – III: Implementing stage**

- ✓ Time decided on regular classes at the school in their premises after college period is over.
- ✓ Activity based on education

Chief Officer: Prin. Dr. K. N. Chavda

Co-ordinating officer: Mr. Chirag Siddhapuriya

Associate Officer: 1. Mr. Narendra Bariya

2. Mr. Kamlesh Savliya

3. Ms. Priti Shah

11(Eleven) Students of NSS and F.Y / S.Y B.com and B.A and few faculty of the college continue to involve themselves as individuals or groups in activities to monitoring of the college students and teaching school students of Standard 5 to 8 across Nagar Prathamik

Shikshan Samiti Sanchalit Sant Shri Sarvaiyanath Prathmic School No. 307, Gujarati Medium, Amroli, Surat – 394107 in both terms. Activity include contributing to the promotion of local culture through serving different Cultural activity for improving the student” s communication skills, environment awareness and studying Subject book and imparting their knowledge and culture to younger generations, and so forth.

## **Annexure - IV**

### **Best Practices - 1**

#### **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.

Year	Total No. Boys	Total No. Girls	Total Students benefitted	Total Remuneration Incurred
2017-18	19	86	105	5,74,154/-

## **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.

## **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,  
And City: Surat. Pin Code: 394107

Accredited Status: „B” Grade CGPA-2.74

Work Phone (Mobile): +91- 9825897197, Fax: 0261-2499382

Website: [www.amrolicollegesurat.com](http://www.amrolicollegesurat.com)

E-mail: [principal@amrolicollegesurat.com](mailto: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.

One most rewarding moment of success for this institute happened when one of the visually impaired girl students became the Principal of the Blind School.

**Total Fees Paid by College:**

Year	Total No. Boys	Total No. Girls	Total Students benefitted	Total Fees Paid by College
2017-18	02	00	01	6,950

**Best Practices - 3****1. Title of the Practice**

Sessions for Enhancing the Ability through Learning (SEAL)

**2. Goal**

The aim was to realize the vision and mission of the college and contribute towards the all-round development of the learners. Along with education there is a dire necessity now to master soft skills, groom one's personality and also improve communicative proficiency. The aim was to train the students for the competitive market and help them overcome their fear of public speaking, English language speaking and also to a certain extent help them become conscious of the professional image as required in the modern world.

**3. The Context**

The major population of the college is from Varachha, Ved Road, Katargam and Amroli areas and most of the students come from a lower middle class background where the first generation is not highly educated. It was marked that though the students worked hard but they lacked in their presentation of soft skills and communicative skills. Head of the institute in order to add to their existing knowledge decided to introduce Ability Enhancing Lecture Sessions in each class for 1 hour per day.

**4. The Practice**

This practice was started in year 2015-16. It was implemented in the following manner:

- Time table was planned accordingly.
- Secondly, young budding fresh pass outs were given an opportunity to conduct lectures. It gave the young postgraduates a chance to teach and the learners a chance to gain some expertise.
- As per the subject, topics related to Personality Development, Grammar, Use of English in context, Interview Skills,

Soft Skills etc. were allotted to the teachers.

- Technology was used optimally to bring out the desired result.

## Annexure – V

### “Feedback Analysis Year 2017 - 18”

#### 1) Feedback Analysis Year 2017 – 18 for teaching Methods

	<b>Below Average</b>	<b>Average</b>	<b>Good</b>	<b>Very Good</b>	<b>Excellent</b>
<b>1.Punctuality of the teachers in the Class</b>	47	61	265	342	255
	4.85%	6.29%	27.32%	35.26%	26.29%
<b>2.Regularity of the teachers in taking Classes</b>	47	61	200	325	337
	4.85%	6.29%	20.62%	33.51%	34.74%
<b>3.Completes syllabus of the course in time</b>	65	107	238	293	267
	6.70%	11.03%	24.54%	30.21%	27.53%
<b>4.Regularity of the teachers in taking attendance in the Classes</b>	51	39	137	298	445
	5.26%	4.02%	14.12%	30.72%	45.88%
<b>5.Make alternate arrangement of class in his/her absence</b>	78	91	254	283	264
	8.04%	9.38%	26.19%	29.18%	27.22%
<b>1. Focus on Syllabus</b>	54	54	202	344	316
	5.57%	5.57%	20.82%	35.46%	32.58%
<b>2. Communication Skill</b>	42	67	178	330	353
	4.33%	6.91%	18.35%	34.02%	36.39%
<b>3.Teaching the subject matter</b>	40	75	223	340	292
	4.12%	7.73%	22.99%	35.05%	30.10%
<b>4. Skill of linking subject to other subject</b>	39	65	239	337	290
	4.02%	6.70%	24.64%	34.74%	29.90%



<b>1. Use of teaching Aids(OHP, Black board, PPT" s)</b>	46	67	196	315	346
	4.74%	6.91%	20.21%	32.47%	35.67%
<b>2. Uses of innovating teaching Methods</b>	44	70	272	324	260
	4.54%	7.22%	28.04%	33.40%	26.80%
<b>3. Clarify students doubt in the class</b>	50	88	241	299	292
	5.15%	9.07%	24.85%	30.82%	30.10%
<b>1. Helping approach towards varied academic interest of students</b>	55	61	228	348	278
	5.67%	6.29%	23.51%	35.88%	28.66%
<b>2. Helps students irrespective of ethnicity and culture/background/ Gender</b>	44	65	242	319	300
	4.54%	6.70%	24.95%	32.89%	30.93%
<b>3. Helps / Advices students for making their career</b>	37	36	174	292	431
	3.81%	3.71%	17.94%	30.10%	44.43%

## 2) Feedback Analysis Year 2017 – 18 for College facilities

	<b>Below Average</b>	<b>Average</b>	<b>Good</b>	<b>Very Good</b>	<b>Excellent</b>
<b>1. Choice of courses offered</b>	37	71	235	375	252
	3.81%	7.32%	24.23%	38.66%	25.98%
<b>2. Library facilities</b>	99	113	211	252	295
	10.21%	11.65%	21.75%	25.98%	30.41%
<b>3. Internal Evaluation System</b>	44	69	244	328	285
	4.54%	7.11%	25.15%	33.81%	29.38%
<b>4. Class room Facilities</b>	57	59	150	284	420
	5.88%	6.08%	15.46%	29.28%	43.30%
<b>5. Cleanliness of the College campus and Class rooms</b>	55	48	153	318	396
	5.67%	4.95%	15.77%	32.78%	40.82%
<b>6. Resolved complains</b>	65	96	279	286	244
	6.70%	9.90%	28.76%	29.48%	25.15%
<b>7. Inspires for extra Curricular activities</b>	30	47	186	314	393
	3.09%	4.85%	19.18%	32.37%	40.52%
<b>8. Facilities of Modern Technology</b>	29	48	159	334	400
	2.99%	4.95%	16.39%	34.43%	41.24%
<b>9. Academic atmosphere in the College campus</b>	43	62	212	352	301
	4.44%	6.39%	21.86%	36.29%	31.03%
<b>10. Availability of administrative assistance</b>	32	70	228	337	303
	3.30%	7.21%	23.51%	34.74%	31.24%
<b>11. Usefulness of Internal tests</b>	46	64	194	342	324

	4.74%	6.60%	20%	35.26%	33.40%
<b>12. Scope dell training</b>	40	79	228	295	328
	4.12%	8.14%	23.51%	30.41%	33.81%
<b>13. Parking facility</b>	175	120	198	235	242
	18.04%	12.37%	20.41%	24.21%	24.95%
<b>14. Drinking water facility</b>	65	86	192	309	318
	6.70%	8.87%	19.79%	31.86%	32.78%
<b>15. Washroom facility</b>	96	93	241	240	300
	9.90%	9.59%	24.85%	24.74%	30.93%
<b>16. Facility of I-Notice Board</b>	46	49	156	277	442
	4.74%	5.05%	16.08%	28.56%	45.57%
<b>17. Information provide on website</b>	35	41	184	289	421
	3.61%	4.23%	18.97%	29.79%	43.40%
<b>18. Information provide regarding important notice</b>	36	42	166	306	420
	3.71%	4.33%	17.11%	31.55%	43.30%