Annual Quality Assurance Report (AQAR)

Academic Year 2016-17

Internal Quality Assurance Report (IQAR)

Submitted to

(NAAC)

NATIONAL ASSESSMENT AND

ACTEDIATION COUNCIL

Submitted By:

SHRI S. K. SHAH &

SHRIKRISHNA O. M. ARTS COLLEGE

MODASA - 383315, Dist. Aravalli (North Gujarat)

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2013 to June 30, 2014)*

Part – A

1. Details of the Institution

1.1	Name of the Institution	SHRI S. K. SHAH & SHRIKRISHNA O. M. ARTS COLLEGE
1.2	Address Line 1	COLLEGE CAMPUS,
	Address Line 2	DHANSURA ROAD,
	City/Town	MODASA. DIST. ARAVALLI
	State	GUJARAT.
	Pin Code	383315
	Institution e-mail address	skshahartsmodasa60@gmail.com
	Contact Nos.	(02774) 242626
	Name of the Head of the Institution:	DR. D. H. JOSHI
	Tel. No. with STD Code:	(02774) 242626
	Mobile:	09033093623
	Name of the IQAC Co-ordinator:	DR. PIYUSH SINH
	Mobile:	09727612356
	IQAC e-mail address:	piyushsinh73@gmail.com

1.3 **NAAC Track ID**   GJCOGN13007

   (For ex. MHCOGN 18879)

1.4 **NAAC Executive Committee**

   No. & Date: EC/41/93 DATE: 10/02/2007

   (For Example EC/32/A&A/143 dated 3-5-2004.

   This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

1.5 Website address: www.skshahartsmodasa.org

   Web-link of the AQAR:

   For ex. http://skshahartsmodasa.org/wp-content/uploads/2018/12/IQAC_16-17.pdf

1.6 Accreditation Details :

Sl. No.	Cycle	Grade	Score	Year of Accreditation	Validity Period
1	1st Cycle	B+	76.10	2007	5 YEAR
2	2nd Cycle	APPLIED			
3	3rd Cycle				
4	4th Cycle				

1.7   Date of Establishment of IQAC :   28/06/2005

1.8   AQAR for the year *(for example 2010-11)*   2016-17

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

  i.   AQAR   2014-15   Date : 29-12-2018

 ii.   AQAR   2015-16   Date : 29-12-2018

iii.   AQAR   2016-17   Date : 29-12-2018

iv.   AQAR   2017-18   Date : 29-12-2018

1.10   Institutional Status

    University   State ✓ Central ☐ Deemed ☐ Private ☐

    Affiliated College   Yes ✓   No ☐

    Constituent College   Yes ☐   No ✓

    Autonomous college of UGC   Yes ☐   No ✓

    Regulatory Agency approved Institution   Yes ☐   No ✓

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

    Type of Institution   Co-education ✓   Men ☐   Women ☐

                          Urban ✓   Rural ☐   Tribal ☐

    Financial Status   Grant-in-aid ✓   C 2(f) ✓   UGC 12B ✓

                       Grant-in-aid + Self Financing ☐   Totally Self-financing ☐

1.11   Type of Faculty/Programme

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

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

Others   (Specify) | Post Graduate Self finance |

1.12   Name of the Affiliating University *(for the Colleges)* | HEMCHANDRACHARYA NORTH GUJARAT UNIVERSITY, PATAN |

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

Autonomy by State/Central Govt. / University | No |

University with Potential for Excellence | No | UGC-CPE | No |

DST Star Scheme | No | UGC-CE | No |

UGC-Special Assistance Programme | No | DST-FIST | No |

UGC-Innovative PG programmes | No | Any other (*Specify*) | No |

UGC-COP Programmes | No |

2.   IQAC Composition and Activities

2.1   No. of Teachers | 10 |

2.2   No. of Administrative/Technical staff | 02 |

2.3   No. of students | 02 |

2.4   No. of Management representatives | 02 |

2.5   No. of Alumni | 02 |

2. 6   No. of any other stakeholder and
         community representatives | 02 |

2.7   No. of Employers/ Industrialists | 02 |

2.8   No. of other External Experts | 01 |

2.9   Total No. of members | 23 |

2.10 No. of IQAC meetings held | 04 |

2.11 No. of meetings with various stakeholders: No. | 16 | Faculty | 06 |

Non-Teaching Staff Students | 03 | Alumni | 01 | Others | 06 |

2.12 Has IQAC received any funding from UGC during the year?   Yes [ ]   No [✓]

If yes, mention the amount | 0/- |

2.13 Seminars and Conferences (only quality related)

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

       Total Nos. | – | International | – | National | – |

       State | – | Institution Level | 3 |

   (ii)   Themes

   > (1) World population day.
   > (2) Spoken English.
   > (3) New Economical Policy.

2.14 Significant Activities and contributions made by IQAC

   - Interdisciplinary lectures and invited talks through the IQAC
   - Seminars and Workshops for the development of the Student community and Research community.
   - Encourage faculty members to take up funded Projects, Research activities and Research Publications.
   - IQAC regularly monitored the student progression throughout the year.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
To collect feedback on teaching and curriculum from students and other stakeholders	At the end of academic year, the feedback from students were collected and analysed. Instructions were given to the concerned faculty to improve the teaching.
To introduce new course at PG level in English and Gujarati	The proposal was submitted to Hem. North Gujarat University and they were in process.
Institute organised seminars	Institute organised seminars of different subjects which is important for the students at local level.

Attach the Academic Calendar of the year as Annexure.

2.16 Whether the AQAR was placed in statutory body   Yes ✓   No ☐

Management ✓   Syndicate ☐   Any other body ☐

Provide the details of the action taken

The AQAR for the academic year 2016-17 was prepared and was approved by the management.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-		
PG	02			04 IGNOU/BAOU
UG	07			02 IGNOU/BAOU
PG Diploma				
Advanced Diploma				
Diploma				08 IGNOU/BAOU
Certificate				14 IGNOU/BAOU
Others				
Total	09			28

Interdisciplinary	06 (E.G)			
Innovative				

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

Pattern	Number of programmes
Semester	UG 06 (Seven Departments) PG 04 (Two Departments)
Trimester	
Annual	

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

     Employers ☑   Students ☑

     Mode of feedback   :   Online –   Manual ☑

     Co-operating schools (for PEI) –

     Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi,

     if yes, mention their salient aspects.   – No –

1.5 Any new Department/Centre introduced during the year.

     If yes, give details.   – No –

Criterion – II

2. Teaching, Learning and Evaluation

2.1   Total No. of
       permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
23	04	17	00	02

2.2   No. of permanent faculty with Ph.D. | 09 |

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
04	05	17	00	-	-	02	00	23	05

2.4   No. of Guest and Visiting faculty and Temporary faculty | 04 Lect. | | 01 Lib. | | 01 PTI |

2.5   Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	03	14	09
Presented papers	00	10	00
Resource Persons			

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

- Audio-visual aids: Use of Audio-visual aids for classroom teaching, Seminar presentation, screening movies by few departments keeping relevance with the course matter.
- College campus is Wi-Fi supported, students use tablets and computers for learning.
- Digital teaching materials are used.
- Popular talks and Inter-disciplinary Lectures.
- Group Discussions and Brain-storming sessions.

2.7   Total No. of actual teaching days during this academic year | 221 |

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

2.9   No. of faculty members involved in curriculum
       Restructuring / revision / syllabus development
       as member of Board of Study / Faculty / Curriculum
       Development workshop

| 01 | – | – |

2.10   Average percentage of attendance of students | 80% |

2.11   Course/Programme wise distribution of pass percentage :

Title of the Programme	Total No. of students appeared U.G. Sem-6 and P.G. Sem-4	Division U.G. SEM. – 6 P.G. SEM – 4					Division UG Sem. – 2 & 4 & PG-2
		Dist. %	I %	II %	III %	W-103	Pass
B.A.	499	5.01	20.64	1.60	0.00	138	556/1053
M.A.	52	21.15	38.46	5.77	0.00	12	51/52

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

- **Teaching plan:** Academic calendar is prepared at the beginning of academic year. It mentions in details about the activities to be conducted during the year.

- **Monitoring teaching -Learning :** teaching learning is monitored by the IQAC and Head of the Departments.

- **Bi-annual Academic Audit:** IQAC and some expert teachers visit the departments twice a year and check and verify teaching learning process. They also suggest improvements if required to the teacher in teaching -learning process. Academic audit is conducted at end of the each academic term.

- **Feedback: '**Students' feedback on teacher' is taken at the end of the academic year. It helps to improve teaching learning process. IQAC has prepared a feedback -questionnaires. After receiving feedback, it is analysed and communicated to the concerned teachers through HoDs.

2.13 Initiatives undertaken towards faculty development

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

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	17	05		
Technical Staff	00	00		

Criterion – III

3. Research, Consultancy and Extension

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

> **Research Scrutiny Committee:** The College has constituted a experts' committee to review and scrutinize the research work of researchers. It gives some valuable uggestions for improvement of the quality of research.

3.2   Details regarding major projects

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

3.3   Details regarding minor projects

	Completed	On going	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4   Details on research publications

	International	National	Others
Peer Review Journals		03	
Non-Peer Review Journals			
e-Journals	06		
Conference proceedings		10	

3.5   Details on Impact factor of publications:

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

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

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

3.7   No. of books published   i) With ISBN No.   [05]   Chapters in Edited Books   [–]

ii) Without ISBN No.   [ ]

3.8   No. of University Departments receiving funds from

UGC-SAP [ ]   CAS [ ]   DST-FIST [ ]

DPE [ ]   DBT Scheme/funds [ ]

3.9   For colleges   Autonomy [ ]   CPE [ ]   DBT Star Scheme [ ]

INSPIRE [ ]   CE [ ]   Any Other (specify) [ ]

3.10   Revenue generated through consultancy   NIL

3.11   No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	–	–	–	01	02
Sponsoring agencies	–	–	–	University	College

3.12   No. of faculty served as experts, chairpersons or resource persons   04

3.13   No. of collaborations   International [_]   National [_]   Any other [–]

3.14   No. of linkages created during this year   [_]

3.15   Total budget for research for current year in lakhs :

From Funding agency [_]   From Management of University/College [_]

Total [_]

3.16   No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
00	-	-	--	-	-	00

3.18   No. of faculty from the Institution who are Ph. D. Guides and   [_]

students registered under them   [ ]

3.19   No. of Ph.D. awarded by faculty from the Institution   [ ]

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

JRF [ ]   SRF [ ]   Project Fellows [ ]   Any other [ ]

3.21 No. of students Participated in NSS events:

University level	200	State level	
National level		International level	

3.22 No. of students participated in NCC events:

University level	55	State level	46
National level		International level	

3.23 No. of Awards won in NSS:

University level	–	State level	–
National level	–	International level	–

3.24 No. of Awards won in NCC:

University level	–	State level	–
National level	–	International level	–

3.25 No. of Extension activities organized

University forum		College forum	04		
NCC	02	NSS	04	Any other	02

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

The institute conducted various activities during the academic year 2016-17 as extension activities. The following are some of the major event organized:

- Praveshotsava 2016-17 was organized by Arts College, Modasa

- Gurupurmina Day was celebrated by Arts College, Modasa

- The Independence Day was celebrated by the students of our college.

- International Yoga day was celebrated by the volunteers of NSS in college campus on 21st July 2016.

- One day seminar on Women Health was organized by Woman Welfare Committee : Key note speaker Dr. Jalpaben Shah

- Programme on Women's Legal Information was organized by Women Empowerment Cell

- Tree plantation programme was arranged in Sakariya (adopted village) by NSS

- National Youth Day was celebrated by Arts College, Modasa

- The volunteers paid tribute to the martyrs of Uri of Jammu-Kashmir.

- Cleanliness Movement by the students of NSS

- Quiz Competition was organized by Gayatri Parivar

- Triranga Yatra by our college

- Drawing competition for our students

- Debate for our students

- Teacher's Day Celebration

- Rangoli Competition

- Our students participated in 28th Youth Festival and sang a chorus

- Celebration of Traditional Day

- Mehdi Competition

- Programme on Peace and Harmony was organized by Jamat-e-Islam-Hind

- Navaratri Celebration by our students

- Our students participated in Youth Leadership Training at Gadh

- College Annual Day Celebration with prize distribution and cultural programme

- A programme on cashless concept was organized by BOB officers

- Blood donation programme by our NSS & NCC students

- Regular Thalassemia test is conducted by Red Cross Society

- 52 students in Niwas Shibir organized at Ramkrishna Mission Ashram in Rajkot

- A lecture on Map reading for NCC cadets by PI

Criterion – IV
4. Infrastructure and Learning Resources

4.1   Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	18.29 Acre			18.29 Acre
Class rooms	19			
Laboratories	03			
Seminar Halls	02			
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	6.85	12.27	UGC & College	19.12
Value of the equipment purchased during the year (Rs. in Lakhs)	2.24	1.24	UGC & College	3.48
Others				

4.2   Computerization of administration and library

> Almost all office work is executed using the computer. Hands-on-training with the computer are regularly imparted to the concerned administrative staff.

4.3   Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	35277	6352700	268	29513	35545	6382213
Reference Books	2877	691975	284	150864	3161	842839
e-Books	–	–	–	–	–	–
Journals	–	–	03	1141	03	1141
e-Journals	–	–	–	–	–	–
Digital Database	–	–	–	–	–	–
CD & Video	–	5801	–	–	–	5801
Others (specify)	–	–	41	15287	41	15287

4.4   Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	42	25	41			08	08	01
Added								
Total	42	25	41			08	08	01

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

4.6 Amount spent on maintenance in lakhs :

i) ICT

| 12.27 |

ii) Campus Infrastructure and facilities

| 0.00 |

iii) Equipments

| 1.60 |

iv) Others

| 1.20 |

Total :

| 15.07 |

Criterion – V
5. Student Support and Progression

5.1   Contribution of IQAC in enhancing awareness about Student Support Services

   The institute takes efforts to render student support services. IQAC plays vital role in enhancing awareness of these services. The following are means to create awareness among students regarding the support services.

- **Academic calendar**: IQAC prepares academic calendar. It mentions all the activities regarding
- **Prospectus and handouts:** At beginning of the academic year, the college distributes the handout mentioning the information of student support services and they are also mentioned in the prospectus given to students at the time of admission.
- Feedbacks regarding the Support Services are obtained from the students on a regular basis.
- Committees for the different types of Support Services headed by a Convener are being formed for the benefit of the students.
- **Welcome Speech:** The principal holds a welcome Talk with new entrants and gives detail information regarding academic and students support services.
- This information is circulated through notices and students are made aware of these services.
- Personal and academic counselling is carried out on a regular basis through the concerned cell.
- Regular guidance can be sought from the faculty members as and when required.

5.2   Efforts made by the institution for tracking the progression

- Computer with Internet access are available free of cost.
- Academic audit is conducted bi-annually, which help to track the progression.
- The students are encouraged to join various Edu - fairs and conferences.
- The students are given exposures to excursions, field trips and survey works.
- Feedback of Alumni in the meetings on their present employment help us to track the progression

5.3   (a) Total Number of students

UG	PG	Ph. D.	Others
2099	88	-	-

	Men		Women	
	No.	%	No.	%
UG	916	43.64	1183	56.36
PG	36	40.90	52	49.10

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	Gen.	SC	ST	OBC	Physically Challenged	Total
UG 279	252	248	1253		2032	UG 247	190	194	1468		2099
PG 13	26	22	64		120	PG 20	24	34	10		88

Demand ratio   100%   Dropout %   00 %

(b) No. of students outside the state   _

(c) No. of international students   _

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

- Classes are run by Management to train the student about competitive exam like UPSC, GPC, staff election and also the local competitive exams.

- IQAC takes keen interest in enhancing student support services like infrastructure facility, Scholarships, participation in seminars and various competitions, assignments, Classes for competitive exams, etc.

- Institution has made serious and continuous efforts to track the progression in achieving above mentioned suggestions of IQAC.

- Eligible students are given scholarships from Gov. and other sources.

- Institution bears the expenses for sending the students for attending seminars and participating in various competitions.

    No. of students beneficiaries   10

5.5   No. of students qualified in these examinations

    NET [   ]   SET/SLET [   ]   GATE [   ]   CAT [   ]

    IAS/IPS etc [   ]   State PSC [   ]   UPSC [   ]   Others [   ]

5.6   Details of student counselling and career guidance

- IQAC had been arranged to make the students aware about the opportunities in different fields.

    No. of students benefitted   200

5.7   Details of campus placement

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

5.8   Details of gender sensitization programmes

    Lectures and awareness programs are arranged by the Women Redresser Cell, KCG and NSS , NCC.

5.9   Students Activities

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

    State/ University level   40   National level   05   International level [   ]

      No. of students participated in cultural events

    State/ University level   100   National level   06   International level [   ]

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

Sports : State/ University level [01]   National level [   ]   International level [   ]

Cultural: State/ University level [02]   National level [   ]   International level [   ]

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	25	8825
Financial support from government	729	2451720
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs   : State/ University level [-]   National level [-]   International level [-]

Exhibition: State/ University level [-]   National level [-]   International level [-]

5.12   No. of social initiatives undertaken by the students [2]

5.13 Major grievances of students (if any) redressed: _____

Criterion – VI
6. Governance, Leadership and Management

6.1   State the Vision and Mission of the institution

VISION:

The true knowledge emancipates, empowers and elevates.

MISSION:

- ➢ To provide qualitative education to the weaker section of the society.
- ➢ To enhance the knowledge of the students and empower them.
- ➢ To maintain, academic and supportive atmosphere throughout the college.
- ➢ To enhance efficiency and effectiveness of the management of the college.
- ➢ To prepare educational professionals recognised for their quality and significance of their teaching, research, scholarship, service and leadership.
- ➢ To conduct various developmental programmes to encourage the students to bring out and blossom their dormant abilities.
- ➢ To enable the students to cope up with present time and face future challenges
- ➢ To prepare elite citizens who can guide society, nation and the world.

6.2   Does the Institution has a management Information System

The Institution is in the forward process of having a fully fledged Management Information System. For example the data of the Admission of students are kept in a data retrieval system, the salary accounts are on the same system and many of such works like teachers progression etc. are kept in the respective departments on a retrieval system.

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

6.3.1   Curriculum Development

- Arranges workshops of various subjects for discussing the revised syllabi
- The system of formal Feedback from students also ensures the Curriculum Development
- Participation of the faculty members in syllabi framing committees

6.3.2   Teaching and Learning

- Rigidly following teaching plans in the prescribed format of the College and evaluation of the Execution Reports
- Preparing the Academic Calendar and the Annual Departmental Activity Calendar and Plan Board.
- Graphical representation of the results over the years helps in analysing the effectiveness of the Teaching Learning process.
- Conducting Unit Tests, Group Discussions, Mock Practical Examinations, Home assignments and so on.
- Exposing students for outdoor learning through educational trips, excursions etc.

6.3.3 Examination and Evaluation

- The Examination schedules are followed according to the Prospectus as well as by periodic notices.
- To improve the results regular Unit Tests are conducted after the completion of topics/units. Extra classes are arranged departmentally for smooth completion of the syllabus.
- After completion of the theory examination, answer scripts are assessed by following the prescribed rules of the University.

6.3.4 Research and Development

- There is a Research Cell in the College from the past 10 years and from the past five years; the college has an active research committee. This committee endeavours to encourage the active participation of the desiring research scholars and with full cooperation from the teachers and support from the active Research committee, this committee has been successful from the very date of its inception. The research committee comprises of the Principal and faculty members of the college. Our College Research Committee is headed by a senior faculty.
- The Institution motivates teachers to take up both Major and Minor Research Projects
- Encourages teachers to improve their API scores through participation in various conferences, workshops, seminars and also through publishing articles, books and research findings
- Plans to publish a research journal with ISSN number.
- Supports teachers to avail study leaves as permissible under the UGC.

6.3.5 Library, ICT and physical infrastructure / instrumentation

LIBRARY : The College library has a collection of around 50,000 (Fifty thousand)copies of text and reference books covering a wide range of subjects. Besides useful journals, magazines and newspapers are subscribed regularly. The institution is in the process of acquiring online research journals to suffice the academic needs of the teachers and students. In the Reading Room, attached to the library, reference books, journals, magazines and newspapers can be consulted. Besides, every department is having a Departmental Library where useful reference books are available for consultation. Students can surf computer to check the availability of books they need personally. Every student will be issued two library cards against which he / she can borrow books, one against each card. Advanced learners shall be certified by concerned Head of the

Departments and provided with two extra library cards in addition to the two cards issued to every student. Internet facilities have been installed for research and advanced studies work. A Digital Xerox facility is also available for the students. The College has access to many journals online and is also connected to N-LIST library facilities supported by the Do NER Ministry of the Govt. of India.

ICT: The requirements for virtual classroom have been procured. Moreover the College Conference hall has all the required gadgets for full fledged ICT presentations. A 24 hour power back

up is available for the entire College. Internet access is available for the benefit of the students, teachers and staff of the College.

PHYSICAL INFRASTRUCTURE AND / INSTRUMENTATION:

Construction works as per plan has been going on during this session also.

6.3.6   Human Resource Management

- We consider students to be the prime Human Resource and hence the College strives to develop this resource through a variety of activities initiated through NSS, NCC, Social and Cultural activities.

- Regular Guardians' Meet according to the schedules.

- Alumni meets help the College to manage the Human Resource.

- Hands-on-practice of the office staff on computers.

- The teachers enrich themselves through refreshers' course, seminars etc

6.3.7   Faculty and Staff recruitment

The recruitment of the teaching and non-teaching staff is done strictly by following the Rules and Regulations laid down by the Government, University and UGC. The recruitment of the temporary teaching and non-teaching staff is done through the Governing Body.

6.3.8   Industry Interaction / Collaboration

6.3.9   Admission of Students

Admission Committees are formed for each Discipline with Conveners and members for smooth functioning of the admission process. Students are also counselled for proper subject and career selection.

6.4   Welfare schemes for

Teaching	YES
Non teaching	YES
Students	YES

6.5   Total corpus fund generated   1001

6.6   Whether annual financial audit has been done   ✓ Yes | No

6.7   Whether Academic and Administrative Audit (AAA) have been done?

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

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

For UG Programmes   Yes   No | ✓

For PG Programmes   Yes   No | ✓

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

The affiliating University, GU has introduced the Credit base Semester and Grading System and the College religiously follows the same

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

The University encourages the Colleges to apply for Autonomy.

6.11   Activities and support from the Alumni Association:

The past students of the College working in diverse fields and in different elite positions in the society are the members of the alumni association. Still some of the alumni hold positions as teachers and in the non – teaching staff. It is through some alumni that the current students are receiving annual awards under various categories

6.12   Activities and support from the Parent – Teacher Association

Regular guardian Meets are held by different departments where active interaction takes place between parent/guardians, teachers and students. Three parent members are holding the positions of representatives in the Governing Body of the College.

6.13   Development programmes for support staff:

- Medical facilities in the College campus

- The Principal periodically takes note of the shortfalls and problems of the support through meetings and tries to rectify the same

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

- Regular plantation programmes through Clubs and other community based organization in the college campus as well as the hostels

- Cleaning of the campus has been going on through the Campus Development Committee.

- The switching over from the conventional bulbs to eco-friendly CFL bulbs is in progress.

Criterion – VII

7. Innovations and Best Practices

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

- Different committees have been formed under diverse requirements to look intensively and specifically for the upkeep of the College.

- The Grievance Redressal Cell has been formed to look into the various grievances of the Stakeholders.

- The senior most teacher has been assigned the responsibility for looking into RTI matters

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

Institute will organize seminar on vary subjects which is beneficial for students, also faculty members.

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

- Adoption of best practices is based on certain contexts which include literary and socioeconomic backdrop of the society. These practices are institutionalized rather than individualized.

    Two such practices are:

- Learner centric approaches - ICT enabled teaching - learning practices, Virtual Learning Centre and Language Laboratory and continuous internal evaluation.

- Welfare schemes for Teaching, Non- Teaching Staff and Students

    *Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

- Every year the College organises the Tree Plantation Programmes and the trees are also taxonomically labelled

- A yearly magazine has been coming up on the occasion of the World Environment Day

- Leaflets in the local language regarding environment awareness has been distributed in the immediate neighbourhood

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

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

    STRENGTHS

- Various student support activities are being organized and rewards are being awarded for the same.

- Committed participation of the IQAC with 2 proactive meets.

- The IQAC motivates the Research activities through the Research Cell.

WEAKNESS

- Inadequate infrastructure facilities.

- Low results in a few subjects compared to the University results.

- Low demands for a few subjects by the students.

OPPORTUNITIES

- Collaboration with different industries in academic placement and other activities.

- The rich Human Resource will enable the students to develop if provided with the required ICT facilities.

- Improvement in infrastructure will pull in more opportunities.

THREATS

- Low admission in a few subjects

8.   Plans of institution for next year:

- Publish Research Journals with ISSN number to encourage in house faculty to undertake research works.

- Setting up of Virtual classrooms with all possible facilities

- Renovation of the Administrative Block

- Holding of Seminars and Conferences

Name Dr. Piyushkumar R. Sinh   *Name Dr. Dipakkumar H. Joshi*

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

_____***_____