

Uma Arts & Nathiba Commerce Mahila College,

**College with Potential for Excellence (CPE)
NAAC Reaccredited with 'A' grade (Cycle 3 CGPA 3.32)**

Affiliated to

**Gujarat University,
Ahmedabad-380009 (Gujarat)**



**The Annual Quality Assurance Report (AQAR) of the IQAC
(For the period (2017-2018))**

Submitted to

**National Assessment And Accreditation Council
(NAAC)**

Bangalore

The Annual Quality Assurance Report (AQAR) of the IQAC
of
UMA ARTS & NATHIBA COMMERCE MAHILA COLLEGE
GANDHINAGAR

Submitted to
National Assessment and Accreditation Council, Bangalore (NAAC)

Part – A

AQAR for the year (for example 2013-14)

2017-18

I. Details of the Institution

1.1 Name of the Institution

Uma Arts & Nathiba Commerce
Mahila College, Gandhinagar

1.2 Address Line 1

Sarva Vidyalaya Kelvani Mandal
Campus

Address Line 2

Sector-23, 'GH' Road, Gandhinagar

City/Town

Gandhinagar

State

Gujarat

Pin Code

382023

Institution e-mail address

artscollegeuma@gmail.com

Contact Nos.

9909923789

Name of the Head of the Institution:

Dr. Amrita Paresh Patel

Tel. No. with STD Code:

079-23240443

Mobile:

9909923789

Name of the IQAC Co-ordinator:

Dr. Pranav Joshipura

Mobile:

9825013753

IQAC e-mail address:

artscollegeuma@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

OR

1.4 NAAC Executive Committee No. & Date:

(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)

EC(SC)/27/A&A/173 dated 12-9-2017

1.5 Website address:

www.uancmahilacollege.org

Web-link of the AQAR:

http://uancmahilacollege.org/docs/AQAR_2017-18.pdf

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B++	--	2006	5Years
2	2 nd Cycle	A	3.21	2011	5Years
3	3 rd Cycle	A	3.32	2017	5Years
4	4 th Cycle	--	--	--	--

1.7 Date of Establishment of IQAC: DD/MM/YYYY

30/06/2006

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

- i. AQAR 2015-16 (03/02/2017)
(NAAC PEER team visit on 1,2/08/2017 for 3rd cycle)
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.9 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 UGC 2(f) UGC 12B

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

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

Gujarat University, Ahmedabad

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff Alumni Others Students

2.12 Has IQAC received any funding from UGC during the year? Yes No
 If yes, mention the amount

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

(ii) Themes

Teaching: Web site Creation and e- content Development Workshop Dt: 18/9/2018
 Non-Teaching: Workshop on Soft Skills for Non-teaching Staff Dt. 27/8 & 28/8/2018
 Students: - Workshop on Test Development and Analysis in Psychology Dt: 4 to 12/9/2018
 - Workshop on Guidance for Competitive examination Dt: 29/8/18 to 18/9/18
 - A training programme for English Communicative Skills – Functional English & Spoken English under UDISHA Finishing School of KCG. Dt: 20/8/18 to 26/10/2018

2.14 Significant Activities and contributions made by IQAC

Awareness regarding new NAAC methodology
 Published Departmental Diary as a part of Quality Improvement measure
 Publish 2nd issue of the college e-Journal ‘The Churning’
 FDP on e- content

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 conduct innovative /skill oriented programmes for Students	1.Certificate course in Beatification and Aesthetics for students from 8/8/2018 onwards Workshop on test Development and Analysis in Psychology . 4 to 12/9/2018
* To organize coaching classes for students for complete exams, like GPSC and UPSC, etc,	2.Workshop on coaching for students in competitive examination from 29/8/18 to 18/9/18

<p>* Organization of faculty Development Programme</p> <p>* To arrange communicative English programme for students</p>	<p>3. Web site Creation and e- content Development Workshop for faculties Dt: 18/9/2018</p> <p>4. Training programme for functional English under UDISHA Finishing School of KCG</p> <p>Training Programme for Spoken English under UDISHA Finishing School of KCG 20/8/18 to 26/10/2018</p>
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* Attach the Academic Calendar of the year as Annexure. **Annexure i A & Annexure i B.**

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

The Management has given the following remarks for the improvement of quality:

- The plan chalked out by the college for the next year must be followed systematically.
- The research activities need to be promoted. The faculties should attempt to obtain major as well as minor research projects from external funding agencies.
- Entrepreneurship development activities for the students may be institutionalized
- Alumni association activities may be increased.
- New P.G. courses can be introduced.

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	1	-	-	-
UG	2	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	2	2	-	2
Others	1	-	-	-
Total	6	2	-	2
Interdisciplinary	26	-	-	-
Innovative	-	-	-	-

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	12
Trimester	--
Annual	--

1.3 Feedback from stakeholders* Alumni Parents Employers Students

(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

***Please provide an analysis of the feedback in the Annexure Annexure ii A & Annexure ii B**

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

Yes, syllabi are revised of all subjects by Gujarat University

* Syllabi are framed by respective Board of Studies keeping in mind the syllabi of NET/SLET examination upto 80% and the remaining 20% of the syllabus is framed keeping in mind the creative aspects

* The syllabus is framed to award the degree of BA Honours and also to add one paper each in Second and Third years

UDISHA Finishing School, Knowledge Consortium of Gujarat

The Government of Gujarat has sanctioned the amount of Rs. 5,00,000/- to hold UDISHA Finishing School programmes for skill development to increase the employability skill of students. The four components are finalised: 1. Life Skills (25 hours); 2. Employability skills (25 hours); 3. English Functional spoken (25 hours); 4. English Functional (25 hours)

Students of final year and students of second year are to be provided training by the experts nominated by KCG in the batch of 40 students.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
27	2	21	1	3

2.2 No. of permanent faculty with Ph.D.

13

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
2	--	21	--	1	--	3	3	27	3

Details of Adhoc teaching staff: 8

2.4 No. of Guest and Visiting faculty and Temporary faculty

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06

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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	--	4	4
Presented papers	13	12	1
Resource Persons	2	12	--

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

The following innovative approaches / methods were adopted by the faculties:

- Teaching-learning through ICT using PPT, interactive board, multimedia devices, interactive classroom and other modern techniques of teaching
- The college faculties use e-library facilities like INFLIBNET and N-List for their research as well as guide students to use them for their purpose
- Research paper presentations, poster presentations, chart making, participation in subject quiz, etc
- Peer learning among faculties and students.
- Multimedia training to students to explore possibility of careers in that area

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

197

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

2

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

5: BOS		
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2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
Nov 2017						
BA Sem I	238	1	27	103	62	81.09%
BA Sem III	223	1	29	80	75	82.95%
BA Sem V	229	9	61	101	38	91.26%
BCom Sem I	191	7	17	97	55	92.14%
BCom Sem III	162	6	20	61	51	85.18%
BCom Sem V	117	10	40	50	8	92.30%
MA Sem I	5	-	-	-	4	80%
MA Sem III	8	-	-	-	8	100%
Apr 2018						
BA Sem II	191	9	43	80	42	91.62%
BA Sem IV	166	5	35	76	31	88.55%
BA Sem VI	221	6	64	97	29	95%
BCom Sem II	145	15	60	58	8	97.27%
BCom Sem IV	114	1	26	58	25	96.49%
BCom Sem VI	114	19	39	41	6	92%
MA Sem II	4	-	-	-	4	100%
MA Sem IV	8	-	2	4	-	75%

* The following are the details of University rankers:

Nov 2017

BA Sem I: 01 (English)
 BA Sem III: 01 (English)
 BA Sem V: 01 (English)
 04 (Psychology)

April 2018

BA Sem II: 02 (English)
 BA Sem IV: 02 (English)
 BA Sem VI: 01 (Psychology)
 MA Sem IV: 02 (Sanskrit)

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

The IQAC functions as the backbone of the college whose function is to constantly monitor activities along with keeping an eye on the quality of teaching-learning.

Main objectives, functions & contribution of IQAC are duly implemented. The IQAC functions for:

* Preparing academic calendar of the college following the one declared by the University. The college academic calendar includes academic and other co-curricular activities

- * Monitoring quality aspect of the institution and thereby developing culture of excellence
- * Helping in coordinating various committees to improve teaching-learning processes and thereby encourages to innovative practices
- * Seeking feedback on curriculum, teaching-learning process and performance of college from students, alumni and parents, analyzes it and time-to-time strengthens feedback system
- * Documenting different programmes and activities
- * Helping towards automation of library facilities and subscription of useful journals as well as construction of reading hall in library
- * Organizing ICT training for faculty members
- * Seeking active participation of alumni & parents for better performance of the college
- * Developing and maintaining institution data through ERP software

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	--
UGC – Faculty Improvement Programme	13
HRD programmes	--
Orientation programmes	--
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	7
Others: Short Term Certificate Course	2

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	7	1	-	7
Technical Staff	1	-	-	-

Details of Adhoc staff: 4

Criterion – III

3. Research, Consultancy and Extension

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

- To motivate faculty to register for Ph. D
- To provide information to faculties for seeking grants from various funding agencies
- To publish 2nd issue of the institute double reviewed research e-journal The Churning

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

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

3.4 Details on research publications

	International	National	Others
Peer Review Journals	--	--	--
Non-Peer Review Journals	1	--	--
e-Journals	2	1	1
Conference proceedings	--	--	--

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 <i>(other than compulsory by the University)</i>	--	--	--	--
Any other CPE	2018-2022	UGC	15 Lakh	15 Lakh
Total	--	--	15 Lakh	15 Lakh

3.7 No. of books published i) With ISBN No. 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

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	--	--	--	--	--
Sponsoring agencies	--	--	--	--	--

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

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
5	--	3	2	--	--	--

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

4
21

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

2

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	130	State level	130
National level	17	International level	468

3.22 No. of students participated in NCC events:

University level	--	State level	60
National level	1	International level	--

3.23 No. of Awards won in NSS:

University level	1	State level	--
National level	--	International level	--

3.24 No. of Awards won in NCC:

University level	--	State level	12
National level	--	International level	--

3.25 No. of Extension activities organized

University forum	11	College forum	--		
NCC	2	NSS	11	Any other	1

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

* 6/8/2018: Students were taken to the adopted village Pratap Nagar in which they went door-to-door to bring awareness of cleanliness.

* 21/8/2018: NSS volunteers visited adopted village Pratap Nagar and put banners on cleanliness.

* The college participated in the Institutional Swachchata Ranking held by All India Survey on Higher Education, Ministry of Human Resource Development, Government of India.

* A training programme was held for students of Psychology to train them in Testing and Analysis from 4/9/2018 to 12/9/2018. After the programme students went to 11 schools of nearby villages to get the questionnaire filled and the conclusions of it was presented in the research paper form during national seminar conducted by Gujarat University. 10 students participated.

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	13 Acre		Management	13 Acre
Class rooms	31	--	Management	31
Laboratories	5	--	Management UGC-CPE- Govt.	5
Seminar Halls	2	--	Management CPE	2
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	--	1	UGC	--
Value of the equipment purchased during the year (Rs. in Lakhs)	--	Rs. 1,14,908	UGC	Rs. 1,14,908
Others	-	Rs. 64,671	Management UGC	Rs. 64,671

4.2 Computerization of administration and library

1. Computerised library with INFLIBNET software SOUL.
2. E-library facility with 22 computers.
3. Office automation with ERP software: “Institute Management System”, a software application for the e-governance of college administration through ERP, has been implemented and is being used at the college for more than three years.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	2248	123786.09	83	9822.00	2331	133608.09
Reference Books	10654	2426340.29	689	286666.00	11343	2713006.29
e-Books	N-List	--	N-List	--	N-List	--
Journals	69	--	56	--	125	--
e-Journals	N-List	--	N-List	--	N-List	--
Digital Database	--	--	--	--	--	--
CD & Video	298	36852.65	108	28897.90	406	65750.55
Others (specify)	--	--	--	--	--	--

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	95	28	66	--	21	7	7	32
Added	--	--	--	--	--	--	--	--
Total	95	28	66	--	21	7	7	32

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

Web site Creation and e- content Development Workshop for faculties Dt: 18/9/2018

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.44,754
ii) Campus Infrastructure and facilities	0.68,500
iii) Equipments	1,95,528
iv) Others	0.64,671
Total :	3,73,453

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Orientation programmes
- Meetings of student council
- Training programmes – Skill Development Programme
- Awareness programmes
- NCC, NSS, Sports activities
- Co-curricular and extracurricular activities
- Training for students for competitive examination
- Workshop for development of testing tool in Psychology

5.2 Efforts made by the institution for tracking the progression

- Creation of WhatsApp groups and use of SMS facilities
- Phone calls
- Alumni Meetings

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
888	14	--	--

(b) No. of students outside the state

01

(c) No. of international students

--

Men

No	%
--	--

Women

No	%
902	100

Last Year 2017-18						This Year 2018-19					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
408	118	56	353	---	935	412	96	50	344	--	902

Demand ratio

1 : 1

Dropout %

1

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

- * UDISHA Finishing School, Knowledge Consortium of Gujarat
- * The Government of Gujarat has sanctioned the amount of Rs. 5,00,000/- to hold UDISHA Finishing School programmes for skill development to increase the employability skill of students. The four components are finalised: 1. Life Skills (25 hours); 2. Employability skills (25 hours); 3. English Functional spoken (25 hours); 4. English Functional (25 hours)
- * Students of final year and students of second year are to be provided training by the experts nominated by KCG in the batch of 40 students
- * Workshop on coaching for students in competitive examination from 29/8/18 to 18/9/18

No. of students beneficiaries

97

5.5 No. of students qualified in these examinations

NET	--	SET/SLET	2	GATE	--	CAT	
IAS/IPS etc	--	State PSC	--	UPSC	--	Others	--

5.6 Details of student counselling and career guidance

- * A 3-day workshop on the use of ICT conducted by Dr. Abhijit Jadeja for students. 25, 26, 27/12/2017. 48 students participated.
 - * A 5-day workshop on communication skills for final year students conducted by Dr. Bharti Raval 26/12/2017 to 30/12/2017. 63 students participated.
 - * Visit of 54 hostel students to Grand Education Fair of Govt. of Gujarat with Dr. Rita Gandhi and Prof. Jyoti Panchal on 2/2//2018
 - * Visit of 64 students of final year students with Prof. Rakesh Prajapati and Dr. Rita Gandhi on 3/2/2018
 - * Orientation programme held by TCS for final year students on 7/2/2018 by the management trainer Mr. Omkar.
 - * A training programme for placement was conducted by TCS for 40 students from 13/5/2018 to 24/5/2018. Students were taken to visit TCS, Garima Park on 24/05/2018. The trainer: Ms. Urmi Mala. 11 students were placed in the TCS
 - * Our past student Ms. Harshida Patel conducted a session on Career Counselling for the present students on 16/6/2018. 65 students participated.
 - * Orientation programme held by JBS Company to provide information on the functioning of Logistic Department Work on 20/7/2018. 291 students participated
 - * UDISHA Finishing School was inaugurated on 20/8/2018. 41 students participated for 50 hours training programme. Trainer Ms. Sudha Shah
 - * A training programme was held for students of Psychology to train them in Testing and Analysis from 4/9/2018 to 12/9/2018. After the programme students went to 11 schools of nearby villages to get the questionnaire filled and the conclusions of it was presented in the research paper form during national seminar conducted by Gujarat University. 10 students participated.
- No. of students benefitted: 676

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
1	54	12	19

5.8 Details of gender sensitization programmes

- * An awareness programme for students by Jivan Astha Help Line on 12 Sept 2017
- * An awareness programme by Health Inspector of Govt of Gujarat regarding personal health of women on 12/09/2017
- * An interaction on the book 'UJAS: A New Beginning' written Saroj Kumari, an IPS officer at Botad, among the women faculties of the college on 23/09/2017
- * Health awareness programme conducted by Dr. Rita R. Gandhi 19/1/2018
- * A lecture on Women Empowerment by Mrs. Kaushalyaben Patel, Superintendent of Lodariya Parivaar Hostel on 28/02/2018
- * A lecture by Mrs. Daxaben Yagnik, Proprietor, Sapt Rang Packages, on Women Entrepreneurship 06/02/2018
- * An orientation programme for FY students regarding activities of Collegiate Women's Development Committee on 21/07/2018

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events (Gujarat Uni Youth Festival)

State/ University level National level International level

No. of students participated in cultural events (NCC: 1 Guj Girls Battalion)

State/ University level National level International level

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

Sports : State/ University level National level International level

Youth Festival : State/ Uni level National level International level

Cultural events (NCC: 1 Guj Girls Battalion)

State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	14	14000
Financial support from government	341	Direct Payment to students' bank account
Financial support from other sources: Management	32	32,000
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

5.13 Major grievances of students (if any) redressed:

Almost all the decision-making and implementation processes of our institution are participatory. Similarly, we try to resolve conflicts and grievances, as and when they arise, in a participatory manner.

The responsibilities of the employees are well defined. Amicable atmosphere prevails at the work place. Management, Principal, Vice Principal, IQAC Coordinator, Senior Staff Members and HoDs resolve minor disputes if any in an amicable manner.

Grievances of the students regarding frequency of buses, timing, bus passes, drinking water, college timing, timetable, etc and the grievances of the students staying in the hostels are resolved amicably during the last year.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: To attain social upliftment by empowering women through value based education.

Mission:

The college pursues the following missions in order to accomplish its vision:

- To aspire all of our young female students to grow up to be "Daheli-Deep" in order to enlighten the world around them through high quality education, to create bridges binding society together and thus bring about social development;
- To empower students with knowledge, skill and learning that enable them to compete with the best at the national and international levels in placement activities as well as to impart them the values of life;
- To extend various skills of faculties and students to the community by participating in various extension activities;
- To organize skill development courses along with training in entrepreneurship which make students employable as well as self-employed;
- To create an academic and research conducive environment wherein teachers as well as students are encouraged to pursue quality research and develop research aptitude;
- To develop professional attitude, competencies and skills through the use of ICT and latest teaching and learning technologies to foster global competencies among our students;
- To impart students with training in competitive examinations;
- To motivate students to preserve regional arts, cultures and languages;
- Remain adaptive to changes in the higher education scenario in order to keep updated and related.

6.2 Does the Institution has a management Information System

“Institute Management System”, a software application for the e-governance of college administration through ERP, has been implemented and is being used at the college for more than three years.

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

6.3.1 Curriculum Development

Yes, syllabi are revised of all subjects by Gujarat University

* Syllabi are framed by respective Board of Studies keeping in mind the syllabi of NET/SLET examination upto 80% and the remaining 20% of the syllabus is framed keeping in mind the creative aspects

* The syllabus is framed to award the degree of BA Honours and also to add one paper each in Second and Third years

* NSS (National Service Scheme) has been offered as Elective Subject II in Arts faculty

* NSS (National Service Scheme) has been introduced as Soft Skill for Commerce faculty

6.3.2 Teaching and Learning

Departmental diary is prepared by IQAC as part of quality improvement measure.

All the departmental members keep record of various activities and teaching methods like:

Participative learning; Experimental learning; Problem solving methodology; Imagination and Creativity.

The following innovative approaches / methods were adopted by the faculties:

- Teaching-learning through ICT using PPT, interactive board, multimedia devices, interactive classroom and other modern techniques of teaching
- The college faculties use e-library facilities like INFLIBNET and N-List for their research as well as guide students to use them for their purpose
- Innovative methods such as TV, DVD, CD, films, etc having interdisciplinary themes are shown to students
- ICT enabled Research methodology workshops for students
- Special interaction, training and visits for differently-abled students
- Research paper presentations, poster presentations, chart making, participation in subject quiz, etc
- Peer learning among faculties and students.
- Move towards paperless administration and college management
- Multimedia training to students to explore possibility of careers in that area

In the recent years, the college has taken up a series of innovative steps by providing exposure to advancement of ICT in teaching and learning process, introducing examination reforms, Faculty Development Programmes, holding research workshops, training and seminars, well-planned co- and extra-curricular activities under Sapt Dhara.

6.3.3 Examination and Evaluation

* The University has framed the syllabus to match with the competitive examination

* To increase speed of conducting examination and save time, the University has decided to keep examination session of 2.30 hours and conduct examination in three session in a day

6.3.4 Research and Development

* 2nd issue of The Churning – the national multidisciplinary and double reviewed e-journal

* Workshop on Testing and Analysis was held from 4/9/2018 to 12/9/2018. After the programme students went to 11 schools of nearby villages to get the questionnaire filled and the conclusions of it was presented in the research paper form during national seminar conducted by Gujarat University.

6.3.5 Library, ICT and physical infrastructure / instrumentation

1. Computerised library with INFLIBNET software SOUL.
2. E-library facility with 22 computers.
3. Office automation with ERP software: “Institute Management System”, a software application for the e-governance of college administration through ERP, has been implemented and is being used at the college for more than three years.
4. Web site Creation and e- content Development Workshop for faculties Dt: 18/9/2018

6.3.6 Human Resource Management

- Recruitment of highly qualified faculty members
- Faculty development programmes
- Training programmes for non-teaching staff

6.3.7 Faculty and Staff recruitment

1 permanent faculty recruited

6.3.8 Industry Interaction / Collaboration

3 workshops organized:

* A lecture by Mrs. Daxaben Yagnik, Proprietor, Sapt Rang Packages, on Women Entrepreneurship on 06/02/2018

* Cooperation week organized in collaboration with Gandhinagar District Cooperative Society. Date: 16 to 21/07/2018. Trainer: Vasantben Patel

* A lecture by Mrs. Daxaben Yagnik, Proprietor, Sapt Rang Packages, on Women Entrepreneurship on 15/09/2018

6.3.9 Admission of Students

* Admissions for the first year students are on-line

* Rules and regulations of the Gujarat University and State Government are adhered to for admission.

6.4 Welfare schemes for

Teaching	16
Non teaching	17
Students	07

6.5 Total corpus fund generated

Rs. 1,04,345

6.6 Whether annual financial audit has been done

Yes



No



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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	KCG	Yes	Management
Administrative	Yes	KCG	Yes	Management

6.8 Does the University/ Autonomous College declares 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 University has framed the syllabus to match with the competitive examination
 * To increase speed of conducting examination and save time, the University has decided to keep examination session of 2.30 hours and conduct examination in three sessions in a day.

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

Yes, the university has a provision for according autonomy to institutions. The institution is planning to opt for autonomy. The University conducts awareness programmes for promoting autonomy in its affiliated collages.

6.11 Activities and support from the Alumni Association

* Our past student Ms. Harshida Patel conducted a session on Career Counselling for the present students on 16/6/2018. 65 students participated.
 * A programme of alumni association, meeting and interaction was held on 15/9/2018 in which 101 past students participated.
 * Ms. Sandhya Vyas, an alumni of this college, contributed the amount of Rs. 1500 to Students' Welfare Fund of the college.

6.12 Activities and support from the Parent – Teacher Association

* A meeting and interaction of parent-teacher association was held on 8/9/2018 in which 24 parents participated and expressed their willingness to support the activities of the college as and when required.

6.13 Development programmes for support staff

* Workshop on development of soft skill for non-teaching staff on 27 and 28/08/2018. Experts Ms. Parinita Jha and Mr. Vijaysinh, faculties of S. K. Patel Institute of Management Studies

Topics: Communications skills; Office etiquette; Non-verbal communication; Voice, tone, inflection; Body language; Barrier of communication; Type of barriers; How to draft an application, etc.

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

* 1/8/2018: A lecture by Dr. Ranchhod Rathvi, Head Department of Sports and NSS, KSV University, delivered a speech on cleanliness awareness among students. No of participants 130.

* 2 to 5/08/2018: A three-day programme on 'Swachhhata Abhiyaan' was held in which all the volunteers of NSS cleaned the college, the campus and the surrounding areas of campus. A rally was held to bring awareness about cleanliness among people.

* 6/8/2018: Students were taken to the adopted village Pratap Nagar in which they went door-to-door to bring awareness of cleanliness.

* 11/8/2018: Tree plantation in the college campus. The staff and all the students participated.

* 21/8/2018: NSS volunteers visited adopted village Pratap Nagar and put banners on cleanliness.

* The college participated in the Institutional Swachhata Ranking held by All India Survey on Higher Education, Ministry of Human Resource Development, Government of India.

* The college has constructed a rain water harvesting tank, developed a herbal garden and made arrangement for compost pit.

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.

* During this year, the college has taken up a series of innovative steps by providing exposure to advancement of ICT in teaching and learning process, introducing examination reforms, organizing Faculty Development Programmes, holding training and seminars, well planned co-curricular and extra-curricular activities under **Sapt Dhara**.

1. Jnan Dhara: Guest lectures by well-known writers, social thinkers, entrepreneurs and industry experts are arranged to foster independent and innovative thinking among students.

2. Sarjanatmak Abivyakti Dhara: Students' creativity finds expression in two in-house publications- 'Pooja' College Magazine and research journal 'The Churning' and also through 'Akshar Board', a wall paper. Training, workshops and competitions of translation, elocution and debate help them to express their thoughts explicitly.

3. Natya Dhara: The art of staging one act play, mime, skit, mono acting has been imparted and students are encouraged to stage them in any of the four languages, Sanskrit, Hindi, Gujarati and English in the auditorium facing the big audience of staff, students and guests fearlessly.

4. Kala Kaushalya Dhara: Students' participation in the activities of drawing, painting and art and craft enables students to reach to the heights of imagination and creativity. They are motivated to take part in competitions of card making, drawing, painting, cartoon making, clay modeling, rangoli and mahendi designing, and an array of different art and craft.

5. Geet, Sangeet, Nritya Dhara: Singing, music and dance are considered best means of cultivating human soul. Basics of Indian classical music, folk, and western pop and classical music, song and dance are taught so that students can channelize their energies in the right direction of their liking with delight. The Talent Program of college, Kalshore, is a platform for students to perform their different talents through the means of songs, classical, regional and folk dance, classical and western songs with music.

6. Samudayik Seva Dhara: Main purpose of this Dhara is to train students for the service of rural people and to hold activities of adopting villages as well as to protect environment.

The institution promotes participation in extension activities by encouraging students and teachers in the extension activities organized by the institute in collaboration with the NSS unit of Gujarat University, Ahmadabad.

We make efforts to spread an awareness of better environmental practices but also leads to imparting knowledge useful for livelihood for the deprived sections of the populace.

7. Vyayam, Yoga, Khelkud Dhara: Activities of yoga, sports for the mass of students along with various indoor and outdoor games as well as self-defense programmes are organized to inculcate importance of health awareness and self-protection among our girl students.

* The college gives great emphasis on innovation and creativity in teaching methodologies. In order to facilitate such innovative practices the college has adopted the use of technology into teaching methods.

* The faculty members assign students projects. Students are directly involved in activities such as preparing PPT on topics of their syllabi, reports of field visit, using creative methods of having illustrations, tables, charts and information from internet resources in their respective labs as well as the e-library section.

* Students are regularly given assignments, quizzes and they are required to present seminars in their classes. Due weightage to these activities is given in the internal evaluation.

* The college runs Centre for Entrepreneurship and Skill Development to train girl students in financial self-dependence. This Centre runs Certificate Course in Beautification and Aesthetics.

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

Recommendation 1: Introduce more innovative skill oriented programmes

The following steps are taken: 1. Certificate course in Beatification and Aesthetics for students 8/8/2018 to 17/09/2018

2. Development of Testing and Analysis in Psychology. 4/9/2018 to 12/9/2018

Recommendation 2: Efforts to be made to introduce soft skill development communicative English for all the students:

The following steps are taken: 1. Training programme for functional English under UDISHA Finishing School of KCG.

2. Training Programme for Spoken English under UDISHA Finishing School of KCG. 20/8/2018 onwards

Recommendation 3: Coaching classes for competitive exams like State and Central Public Service may be introduced:

The following step is taken: 1. Workshop on coaching for students in competitive examination from 29/8/18 to 18/9/18. 10 faculties imparted training to students.

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

* Women empowerment through employment and entrepreneurship

* Women empowerment through health and hygiene awareness programmes

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

7.4 Contribution to environmental awareness / protection

* 2 to 5/08/2018: A three-day programme on 'Swachhata Abhiyaan' was held in which all the volunteers of NSS cleaned the college, the campus and the surrounding areas of campus. A rally was held to bring awareness about cleanliness among people.

* 6/8/2018: Students were taken to the adopted village Pratap Nagar in which they went door-to-door to bring awareness of cleanliness.

* 11/8/2018: Tree plantation in the college campus. The staff and all the students participated.

* 1/8/2018: A lecture by Dr. Ranchhod Rathvi, Head Department of Sports and NSS, KSV University, delivered a speech on cleanliness awareness among students. No of participants 130.

* 21/8/2018: NSS volunteers visited adopted village Pratap Nagar and put banners on cleanliness.

* The college participated in the Institutional Swachhata Ranking held by All India Survey on Higher Education, Ministry of Human Resource Development, Government of India.

7.5 Whether environmental audit was conducted? Yes No

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

8. Plans of institution for next year

- * National seminars and workshops will be organized
- * FDPs will be held on Intellectual Property Rights and Learning Management System
- * Mentor-Mentee system is to be introduced.
- * More teachers will be encouraged to obtain Ph. D. degree.

Name Dr. Pranav Joshipura



Signature of the Coordinator, IQAC

Name Dr. Amrita Paresh Patel



Signature of the Chairperson, IQAC

ગુજરાત યુનિવર્સિટી
અમદાવાદ
રીવાઝડ-આએકેડેમિક કેલેન્ડર વર્ષ ૨૦૧૮-૨૦૧૯
પરિપત્ર

પ્રતિ

ગુજરાત યુનિવર્સિટીના વિવિધ ભવનોના અધ્યક્ષશ્રીઓ અને અધ્યાપકો તેમજ અનુસ્નાતક કેન્દ્રોના વડાશ્રીઓ તરફ તથા વિનયન, વિજ્ઞાન, વાણિજ્ય, શિક્ષણ અને કાયદા વિદ્યાશાખાની સંલગ્ન કોલેજોના આચાર્યશ્રીઓ તરફ..

વિષય: ગુજરાત યુનિવર્સિટી એકેડેમિક કેલેન્ડર શૈક્ષણિક વર્ષ ૨૦૧૮-૧૯.

સંદર્ભ: (૧) શિક્ષણ વિભાગના તા.૧૪/૦૮/૨૦૧૮ના ઠરાવ ક્રમાંક:પરચ/૨૦૧૮/૬૧/ખ-૧.નો પત્ર

(૨) વિભાગનો એકેડેમિક કેલેન્ડર પત્રાંક-તા.૦૫/૦૭/૨૦૧૮. નં.એકેડેમિક/૫૧૦૪૧૧/૨૦૧૮નો પત્ર

શ્રીમાન,

આ સાથે શૈ.વર્ષ ૨૦૧૮-૧૯ માટે એકેડેમિક કેલેન્ડર નીચે મુજબનું રહેશે. જેની નોંધ લેવા વિનંતી છે.

ક્રમ	વિગત	દર્શાવેલ સમયગાળામાં અનુસરવાની કાર્યવાહી
૧	પ્રવેશ પ્રક્રિયા	ધોરણ-૧૨ની પરીક્ષાના પરિણામ જાહેર થયાના ૧૫ દિવસમાં પ્રક્રિયા પૂર્ણ કરવી મહત્તમ તા.૧૫-૦૬-૨૦૧૮ સુધીમાં પૂર્ણ કરવી
૨	પ્રથમ સત્ર (૮૫ શૈક્ષણિક દિવસો પરીક્ષા સમય સિવાય)	તા.૧૨/૦૬/૨૦૧૮ થી તા.૦૪/૧૧/૨૦૧૮
૩	કોલેજની આંતરિક પરીક્ષા	આંતરિક મુલ્યાંકન/પરીક્ષાઓ સતત મુલ્યાંકન/પરીક્ષાઓ સતત મુલ્યાંકન જેમ કે વીકલી ટેસ્ટ, પ્રોજેક્ટ વર્ક, ગ્રુપ ચર્ચા વગેરેથી લેવી. તા.૧૩-૧૦-૨૦૧૮ સુધીમાં કોલેજોએ કાર્યવાહી પૂર્ણ કરવી
૪	નવરાત્રી વેકેશન(૭ દિવસ)	તા.૧૦/૧૦/૨૦૧૮ થી તા.૧૭/૧૦/૨૦૧૮
૫	યુનિવર્સિટીની પરીક્ષા(૨૦ દિવસ)	<ul style="list-style-type: none"> સેમ ૨.૪ અને ૬ની યુનિવર્સિટી કક્ષાની પરીક્ષા તા.૨૨-૧૦-૨૦૧૮ થી તા.૩૧-૧૦-૨૦૧૮. સેમ ૧.૩ અને ૫ની યુનિવર્સિટી કક્ષાની પરીક્ષા તા.૧૯-૧૧-૨૦૧૮થી શરૂ.
૬	દિવાળી વેકેશન(૧૪ દિવસ)	તા.૦૫-૧૧-૨૦૧૮ થી તા.૧૮-૧૧-૨૦૧૮
૭	દ્વિતીય સત્ર(૧૦૨ શૈક્ષણિક દિવસો પરીક્ષા સમય સિવાય)	તા.૨૬-૧૧-૨૦૧૮ થી તા.૨૪-૦૪-૨૦૧૯
૮	દ્વિતીય સત્ર આંતરિક પરીક્ષા	આંતરિક મુલ્યાંકન/પરીક્ષાઓ સતત મુલ્યાંકન/પરીક્ષાઓ સતત મુલ્યાંકન જેમ કે વીકલી ટેસ્ટ, પ્રોજેક્ટ વર્ક, ગ્રુપ ચર્ચા વગેરેથી લેવી. તા.૨૮-૦૨-૨૦૧૯ સુધીમાં કોલેજોએ કાર્યવાહી પૂર્ણ કરવી
૯	યુનિવર્સિટીની પરીક્ષા(૨૦ દિવસ)	<ul style="list-style-type: none"> સેમ ૧.૩ અને ૫ની યુનિવર્સિટી કક્ષાની પરીક્ષા તા.૦૫-૦૩-૨૦૧૯ થી ૧૪-૦૩-૨૦૧૯. સેમ ૨.૪ અને ૬ની યુનિવર્સિટી કક્ષાની પરીક્ષા તા.૧૯-૦૩-૨૦૧૯થી શરૂ.
૧૦	ઉનાળુ વેકેશન(૪૮ દિવસો)	તા.૨૫-૦૪-૨૦૧૯ થી તા.૧૧-૦૬-૨૦૧૯

વિદ્યાર્થીઓની સજ્જતા પુરેપૂરી કેળવવા અને તેમની શૈક્ષણિક લાયકાત વધતી રહે તે માટે ભવનોમાં અને અનુસ્નાતક કેન્દ્રોમાં ખુબ ગંભીરતાથી આંતરિક પરીક્ષાઓનું આયોજન કરવું અને તે માટે નીચે પ્રમાણેના નિયમો કરવામાં આવ્યા છે.

- વિદ્યાર્થીઓને માટે આંતરિક પરીક્ષાઓ આપવી ફરજિયાત છે. સેમેસ્ટર પધ્ધતિના માળખામાં આંતરિક અને યુનિવર્સિટી પરીક્ષાઓના ગુણનું પ્રમાણ ૩૦:૭૦ રાખવામાં આવેલ છે.
- ઉપરના જણાવેલ સત્રોની તથા આંતરિક પરીક્ષાઓની ગોઠવણી વિનયન, વિજ્ઞાન, વાણિજ્ય, શિક્ષણ અને કાયદા વિદ્યાશાખાની સંલગ્ન કોલેજોને તથા બી.બી.એ.બી.સી.એ કોલેજોને લ.ગુ પડે છે.
- આ પરીક્ષાના પેપર તેના ગુણપત્રો યુનિવર્સિટીને પરીક્ષાની કાર્યવાહી પૂર્ણ થયા બાદ મોકલવાના રહેશે.
- ભવનો માટે આંતરિક પરીક્ષાઓના પેપરો યુનિવર્સિટી પ્રકાશન વિભાગ દ્વારા ઉપાવવાના રહેશે. જો એવી સંખ્યા ૫૦ કે તેથી ઓછી હોય તો પૂર્વ મજૂરી મેળવીને ઝેરોક્ક કરી શકાશે.
- આંતરિક પરીક્ષાનું સુપરવિઝન જે તે વિષયના અધ્યાપકોએ ફરજના ભાગરૂપે કરવાનું રહેશે.

P. M. Joshi
ડી. કુલ્સચિવ

નં.એકેડેમિક/ 17184 /2018
ગુજરાત યુનિવર્સિટી કાર્યાલય
અમદાવાદ-૩૮૦૦૦૯
તા.23/08/2018

Annexure i B

2.15: Academic Calendar

August	
NAAC Peer Team Visit	1/8/2017 & 2/8/2017
September	
Internal exam	22/9/2017 onwards
Navarati Garba Mohotshav	27/9/2017
November	
Programme of ground breaking ceremony of “Vidush Somany Institute of Technology and Research, Kadi and Book Release Function of “Sarva Vidyalaya Kelavani Mandal Kadi-Gandhinagar and Shri Kadva Patidar Kelavani Uttejak Mandal- A Brief History” written by Shri Mohanlal Patel, well-known Gujarati Litterateur	10/11/2017
Gujarat University Exams	18/11/2017 onwards
Celebration of Gujarat University Establishment Day (Elocution and Essay Competitions Held)	23/11/2017
December	
Udisha Placement Cell: A workshop on Communication Skills Conducted by Dr. Bharti Raval, Associate Professor Department of English, C. C. Sheth Commerce College, Ahmedabad	20/12/2017 TO 30/12/ 2017
January	
Programme of distribution of Shri Maneklal M. Patel Memorial Merit Scholarship	02/01/2018
Camp for Free Check up of HB of students and staff held by K.B. Pharmacy College and Red Cross Society. Total Students - 525 & Staff - 36.	16/01/2018 and 29/01/2018
Medical Checkup Camp for F.Y.B.A/B. Com Students by Dr. Chandrakant Tanna	18/01/201/ & 20/01/2018
Study tour of Geography Department to the exhibition of weather instruments held by Gujarat State Weather Department in Ahmedabad. Prof. Bharti Dalawadi and Students of Sem-IV	18/01/2018
Study Tour of Commerce Department to Gandhi Kutir, Mahatma Mandir, Gandhinagar. Prof. Payal Pandya and Prof. Rakesh Prajapati and 220 students.	19/01/2018
Study tour of Geography Department to Geer Foundation Indroda Park Gandhinagar. Prof. Flaguni Patel and Students of Sem-VI	20/01/2018
N.S.S Annual camp at Prtapnagar, Mansa Prof-in- Charge Rakeshbhai Prajapati	04/01/2018 to 10/01/2018
Vasant Panchmi Celebration	22/01/2018
Programme of College Days Celebration. Prof-in- charge Dr. Heena Mehta – All Students of the college.	24/01/2018 to 01/02/2018
Kalshore – Annual Cultural Programme	28/01/2018

February	
Shri Maneklal M. Patel Memorial Blood Donation camp	01/02/2018
Grand Education Fair – 2018. Inaugural and Award Ceremony held by KCG, Gujarat at Ahmedabad (Prin. Dr. Amrita Paresh Patel received the Award given to Uma Arts and Nathiba Commerce Mahila College for Excellence in National Assessment and Accreditation Council (NAAC) for betterment of Education , Society and Nation in the category of Grant-in-aid College (Non-Technical)	02/02/2018
Grand Education Fair-2018 Inaugural and Award Ceremony held by KCG, Gujarat at Ahmedabad. 51 hostel students and 3 faculties remained present in the function.	02/02/2018
College students of Sem. VI B.A. and B.Com taken to a visit to Grand Education Fair-2018 Inaugural and Award Ceremony held by KCG, Gujarat at Ahmedabad. 55 students and 3 faculties	03/02/2018
MoU with JBS	05/02/2018
IQAC Meeting-New Manual of SSR of NAAC	06/02/2018
IQAC Meeting-New Manual of SSR of NAAC	07/02/2018
T.C.S. Orientation programme - College students of Sem VI B.A. and B.Com, Management Trainer Mr. Omkar	07/02/2018
Hon'able Prime Minister Shri Narendra Modi's Address to the student on handling exam with fun on television	16/02/2018
IQAC meeting	17/02/2018
'Matrubhasha Din Celebration' (Gujarati Department)	21/02/2018
'Lagn aek sanskar' lecture by Dr. Yogini Vyas (Psychology Department)	26/02/2018
'Shahitya ane Nari' lecture by Dr. Yogini Vyas (Sociology & Sanskrit Departments)	27/02/2018
CWDC Prog. on Women Empowerment (Guest: Ms. Kaushalyaben Patel, Superintendent Lodariya Parivar Hostel, Sec-23, Gandhinagar)	28/02/2018
Study Tour – Kanoria Institute of Mental Health, Bhat Gam (Psychology Department)	28/02/2018
March	
Best Student & Best Reader Award Competition	03/03/2018
Annual Prize Distribution & Award Celebration	06/03/2018
Annual Prize Distribution and Farewell Programme	07/03/2018
Mahendi and Card making Competition	27/03/2018
Guj. Uni. Internal exam	21/03/2018
April	
IQAC Meeting – External Experts' suggestions are received for quality improvement	23/04/2018
Summer Vacation	24/4/2018 to 11/6/2018
May	
TCS Training Program for placement	13/05/2018 to 24/05/2018
June	
Commencement of New Academic Year	12/6/2018
Motivational lecture by Past Student for Present Students	16/6/2018

Pre. International Yoga Day training	18/6/2018 to 20/6/2018
Celebration of International Yoga Day at Our College	21/6/18
Celebration of International Yoga Day at Mahatma Mandir, Gandhinagar	21/6/18
July	
Praveshotsav – Orientation	17/7/2018
Orientation - Information about CWDC	18/7/2018
Library Orientation with Library visit	19/7/18 to 2/8/18
Orientation Program by J.B.S Company	20/7/2018
Celebration of Guru-Purnima	26/7/2018
A Study Tour to Indroda Park by Geography Students & Faculty	28/7/2018
Beautification Course	First Term
August	
Orientation - Information about N.S.S	1/8/2018
Two week campus cleanness program	1/8/2018 to 15/8/18
Tree Plantation – NSS	11/8/2018
Celebration of Independence Day (Saptadhara)	15/8/2018
Finishing School of KCG	20/8/2018 to 26/10/2018
Only Assessment exam scope – Cambridge University	21/08/2018
Rakhi Making Competition and Mehndi Competition (Saptadhara)	24/08/2018
Swachchh Gramin Survey on mobile Google app	24/08/2018
CWDC Guest lecture (Dr. Mira Ramnivas, former IPS)	25/8/2018
Workshop on soft skill for non-teaching staff	27/8/2018 & 28/8/2018
Competitive Exam Classes	28/8/2018 to 18/9/2018
Guest lecture by Dr. Bindu Bhatt on ‘Language: A Medium of Expression’	29/8/2018
HB and Blood Donation awareness programme	30/8/2018
Guest lecture by English Department on Dhnyavlok: An Introduction	31/8/2018
September	
A workshop on Test Development and Analysis	4/9/2018 to 12/9/2018
Teacher's day Celebration (Saptadhara)	5/9/2018
Parents’ meeting	8/9/2018
Past students’ meeting	15/09/2018
Lecture on entrepreneurship by Ms. Daxaben Yagnik	15/09/2018
Cleanliness Campaign – NCC Cadets of the college	15/09/2018
Youth Festival - North Zone Gujarat University	17/9/2018 to 18/9/2018
Workshop on web site creation and e-content development for faculties	18/9/2018
First Term (Sem 1, 3, 5) Internal examination	20/09/2018 to 11/10/2018
Essay competition on ‘Rashtriya Ekta ane Samudayik Samvadita’	22/9/2018
Gujarat University Inter Zone Youth Festival	28/9/2018 & 29/9/2018
October	
Navratri Vacation	10/10/2018 to 18/10/2018
Deepawali Vacation	05/11/2018 to 18/11/2018

Report

on

Student Feedback Form

B.A.

Conclusions:

- Q1.** 100% student says that there was information about list of courses, admission process and structure of fees and refunds; 89.6% student says that there was information regarding completion of courses; and other 93% student says that there was information about supportive facilities about available training program; and 83.1% student says that there was information about economical support.
- Q2.** 98% student says they have selected subject based on their interest; 83.6% student says that they selected subject based in their past result including interest; 6.5% student says that they selected subject under the influenced by other; and other 64.2% student says that they selected subject because of they have listen about teacher and department.
- Q3.** 63.7% student says that they had enough information at the time of course and subject selection; 36.3% student says that they had more than enough information at the time of course and subject.

- Q4.** 94.5% student says that they have satisfactory level to select course or subject; other 5.5% student says that they have not satisfactory level to select course or subject enough information.
- Q5.** 100% student says that they had project work as well as group work; 72.1% student says that they had practical; 60.7% student says that they had field work.
- Q6.** 53.2% student says that it helps us to do classroom or homework; 92.5% student says that it helps us to understand classroom work and subject; 94% student says that it helps us to develop unity - social skill; and another 90% student says that it helps us for individual skill development.
- Q7.** 100% student says that they have regular arranged class for practical or workshop with theory classes regularly.
- Q8.** 100% student says that the quality and maintenance of tool used during the practical lab or workshop was good.
- Q9.** 100% student says that they had orientation on how to use library.
- Q10.** 82.6% student says that books of their subject are excellent and useful; and 17.4% student says that books of their subject are best.
- Q11.** 97% student says that yes they are easily able to read the books which are suggested by teachers; 3% student says that it was hard to read suggested by teaches.
- Q12.** 100% student says that yes they are easily able to read the books which are suggested by teachers.
- Q13.** 90.5% student says that yes they got the very relevant information about job opportunity and 9.5% student says that they got the fairly relevant information about this.
- Q14.** 85.1% student says that yes they get the chance to face placement office and 14.9% says that they not get the chance for the same.
- Q15.** 98% student says that yes they are much satisfied with methods of internal assessment; 2% student says that they are not satisfied with method of internal assessment.
- Q16.** 87.1% student says that it should be 100%; 7.5% student says that it should be 75%; and 5.5% student says that it should be 50%.
- Q17.** 91.5% student says that it will be bad marks in compare to our present result; and 8.5% students feels that may be it will be almost same result as present result.

- Q18.** 74.1% student says that internal assessment helps us to do regular work; 15.4% student says internal assessment helps us to understand course; and other 10.4% student says that internal assessment helps us to understand problem earlier.
- Q19.** 100% student says that internal assessment has been conducted at very good level for most of the subjects.
- Q20.** 100% student says that internal assessment has been conducted regularly for all the subjects.
- Q21.** 100% student says that yes we get the checked assignment on time.
- Q22.** 91.5% student says that yes there was comments in checked assignments; and 8.5% student says that no there was no comment in our checked assignment.
- Q23.** 100% student says that yes there was arrangement to listen about complain of students.
- Q24.** 16.4% student says about number of teacher are 6; 32.3% student says about number of teacher are 7; 39.3% student says about number of teacher are 8; and 11.9% student says about number of teacher are 9.
- Q25.** 89.6% student says about our teachers are completely prepared for lecture; 10.4% student says about our teacher are good level prepared for lecture.
- Q26.** 97.5% student says that classroom presentation of teacher was effective and another 2.5% student says that presentation of teacher in classroom is customary.
- Q27.** 100% student says that our teacher teach us by question – answering method; 86.1% student says that sometime teacher use the interaction; and 62.2% student says that our teacher use play way method to explain the concepts.
- Q28.** 58.2% student says that our teachers must be excellent with knowledge - scholar; 19.4% student says that our teachers should be good speaker; 6 % student says that our teacher gives us justice; 7% student says that our teacher should be open-minded; 5.5% student says that they want a teachers who should be friendly; and another 4% student says our teachers should be hard worker.
- Q29.** 82.6% student says that they got and updated with more information and skills; and other 17.4% student says that they are more motivated for the future study and courses.
- Q30.** 91% student says that they feel superior when they look and meet to students of other institute; 9% student says that they feel similar when they meet to students of other institute with same course.

- Q31.** 80.6% student says that relationship with teacher is very good; 15.4% student says that relationship with teacher is good; and other 4% student says that relationship with teacher is satisfactory.
- Q32.** 85.6% student says that relationship with teacher is very good; and 14.4% student says that relationship with teacher is good.
- Q33.** 86.1% student says that administration office staff is very helpful; and other 13.9% student says that administration office staff is helpful.
- Q34.** 19.9% student says that yes they are satisfied with hostel facilities; and for other 80.6% student hostel facilities are not applicable.
- Q35.** 95.5% student says that yes good health care facility is available; and another 4.5% student says that health care facility is good but not enough.
- Q36.** 2% student says that they participated rarely for this type of activity; 87.6% student says that they participated many time; and other 10.4% says that they participated sometime for this type of activities.
- Q37.** 73.1% student says that teacher are helpful for educational activities; and another 26.9% student says that teachers are motivated for educational activities.
- Q38.** 100% student says that yes they got significant change in their general and daily living intelligence.
- Q39.** 85.1% student says that they developed many friendship relation with other students; and other 14.9% student says that they developed some friendship relation with other students.
- Q40.** 100% student says that they will talk about institute proudly with other.

Report

on

Student Feedback Form

B.COM.

Conclusions:

- Q1.** 100% student says that there was information about list of courses, admission process and structure of fees and refunds; 89.8% student says that there was information regarding completion of courses; and other 96% student says that there was information about supportive facilities about available training program; and 82.4% student says that there was information about economical support.
- Q2.** 100% student says they have selected subject based on their interest; 61.9% student says that they selected subject based in their past result including interest; 12.5% student says that they selected subject under the influenced by other; and other 65.3% student says that they selected subject because of they have listen about teacher and department.

- Q3.** 81.8% student says that they had enough information at the time of course and subject selection; 18.2% student says that they had more than enough information at the time of course and subject.
- Q4.** 97.7% student says that they have satisfactory level to select course or subject; other 2.3% student says that they have not satisfactory level to select course or subject enough information.
- Q5.** 100% student says that they had project work as well as field work; 95.5% student says that they had practical; 84.7% student says that they had group work.
- Q6.** 76.7% student says that it helps us to do classroom or homework; 88.1% student says that it helps us to understand classroom work and subject; 79.5% student says that it helps us to develop unity - social skill; and another 94.3% student says that it helps us for individual skill development.
- Q7.** 100% student says that they have regular arranged class for practical or workshop with theory classes regularly.
- Q8.** 100% student says that the quality and maintenance of tool used during the practical lab or workshop was good.
- Q9.** 100% student says that they had orientation on how to use library.
- Q10.** 81.8% student says that books of their subject are excellent and useful; and 18.2% student says that books of their subject are best.
- Q11.** 93.8% student says that yes they are easily able to read the books which are suggested by teachers; 6.2% student says that it was hard to read suggested by teaches.
- Q12.** 100% student says that yes they are easily able to read the books which are suggested by teachers.
- Q13.** 89.8% student says that yes they got the very relevant information about job opportunity and 10.2% student says that they got the fairly relevant information about this.
- Q14.** 97.2% student says that yes they get the chance to face placement office and 2.8% says that they not get the chance for the same.
- Q15.** 100% student says that yes they are much satisfied with methods of internal assessment.
- Q16.** ; 69.9% student says that it should be 100%; 11.9% student says that it should be 75%; 14.8% student says that it should be 50%; and 3.4% student says that it should be 25%.

- Q17.** 90.9% student says that it will be bad marks in compare to our present result; and 9.1% students feels that may be it will be almost same result as present result.
- Q18.** 58% student says that internal assessment helps us to do regular work; 19.9% student says internal assessment helps us to understand course; and other 22.2% student says that internal assessment helps us to understand problem earlier.
- Q19.** 100% student says that internal assessment has been conducted at very good level for most of the subjects.
- Q20.** 100% student says that internal assessment has been conducted regularly for all the subjects.
- Q21.** 100% student says that yes we get the checked assignment on time.
- Q22.** 95.5% student says that yes there was comments in checked assignments; and 4.5% student says that no there was no comment in our checked assignment.
- Q23.** 100% student says that yes there was arrangement to listen about complain of students.
- Q24.** 21.6% student says about number of teacher are 5; 36.4% student says about number of teacher are 6; 36.4% student says about number of teacher are 7; and 5.7% student says about number of teacher are 8.
- Q25.** 83% student says about out teachers are completely prepared for lecture; 17% student says about our teacher are good level prepared for lecture.
- Q26.** 86.9% student says that classroom presentation of teacher was effective and another 13.1% student says that presentation of teacher in classroom is customary.
- Q27.** 86.9% student says that our teacher teach us by question – answering method; 89.2% student says that sometime teacher use the interaction; and 75% student says that our teacher use play way method to explain the concepts.
- Q28.** 44.9% student says that our teachers must be excellent with knowledge - scholar; 30.1% student says that our teachers should be good speaker; 2.3% student says that our teacher gives us justice; 6.8% student says that our teacher should be open-minded; 9.1% student says that they want a teachers who should be friendly; and another 6.8% student says our teachers should be hard worker.
- Q29.** 58% student says that they got and updated with more information and skills; and other 42% student says that they are more motivated for the future study and courses.

- Q30.** 86.9% student says that they feel superior when they look and meet to students of other institute; 13.1% student says that they feel similar when they meet to students of other institute with same course.
- Q31.** 72.7% student says that relationship with teacher is very good; 22.7% student says that relationship with teacher is good; and other 4.5% student says that relationship with teacher is satisfactory.
- Q32.** 81.2% student says that relationship with teacher is very good; and 18.8% student says that relationship with teacher is good.
- Q33.** 83.5% student says that administration office staff is very helpful; and other 16.5% student says that administration office staff is helpful.
- Q34.** 31.2% student says that yes they are satisfied with hostel facilities; and for other 68.8% student hostel facilities are not applicable.
- Q35.** 100% student says that yes good health care facility is available.
- Q36.** 69.9% student says that they participated many time; and other 30.1% says that they participated sometime for this type of activities.
- Q37.** 56.2% student says that teacher are helpful for educational activities; and another 43.8% student says that teachers are motivated for educational activities.
- Q38.** 100% student says that yes they got significant change in their general and daily living intelligence.
- Q39.** 88.6% student says that they developed many friendship relation with other students; and other 11.4% student says that they developed some friendship relation with other students.
- Q40.** 100% student says that they will talk about institute proudly with other.

Annexure iii

7.3 Best Practices:

1. Title of the Practice: Women empowerment through employment and entrepreneurship

Motto: Swavlamban / Skills for Self Sustenance

1.1 Context:

Though the college is situated in the capital city of Gujarat, almost 60% of girls come from the rural areas. Most of them hail from socially and economically deprived class of the society. Some of them come from BPL families. Many of them are first generation learners. This profile of our students makes it essential for us to make them economically independent, by providing either industry-specific training or entrepreneurship training.

1.2 Goal:

- To make industry specific training available to students
- To invite reputed companies for training and campus recruitment
- To make entrepreneurship training available to students
- To organize short term certificate courses for imparting different skills.

Emphasis is on career development, entrepreneurship development and job-oriented skill development. Our college has established Entrepreneurship and Skill Development Centre to help and motivate students to incline more towards self-employment and to organize training programs and workshops related to various aspects of entrepreneurship.

1.3 The Context

The Career Counseling and Placement Cell Udisha and the Entrepreneurship Development Cell of the college offers need-based industry specific training and short term certificate courses of skill development so that students of rural areas can earn on their own by getting a proper job or by getting quick means of earning by employing these skills, thereby they become self-sufficient and financially independent

1.4 The Practice

The college works at two levels in this area.

- (A) The external agencies are invited to conduct industry specific training to our students;
- (B) The Entrepreneurship Development Cell organizes short term add-on certificate courses. The curricula for courses are designed as per the guidance of experts to impart skills which are important to make students ready for self employment.

1.5 Evidence of Success:

(A) Industry Specific and placement training Programmes organized during last five years:

* A 3-day workshop on the use of ICT conducted by Dr. Abhijit Jadeja for students. 25, 26, 27/12/2017. 48 students participated.

* A 5-day workshop on communication skills for final year students conducted by Dr. Bharti Raval 26/12/2017 to 30/12/2017. 63 students participated.

* Visit of 54 hostel students to Grand Education Fair of Govt. of Gujarat with Dr. Rita Gandhi and Prof.

Jyoti Panchal on 2/2//2018

- * Visit of 64 students of final year students with Prof. Rakesh Prajapati and Dr. Rita Gandhi on 3/2/2018
- * Orientation programme held by TCS for final year students on 7/2/2018 by the management trainer Mr. Omkar.
- * A training programme for placement was conducted by TCS for 40 students from 13/5/2018 to 24/5/2018. Students were taken to visit TCS, Garima Park on 24/05/2018. The trainer: Ms. Urmi Mala. 12 students were placed in the TCS
- * Our past student Ms. Harshida Patel conducted a session on Career Counselling for the present students on 16/6/2018. 65 students participated.
- * Orientation programme held by JBS Company to provide information on the functioning of Logistic Department Work on 20/7/2018. 291 students participated
- * UDISHA Finishing School was inaugurated on 20/8/2018. 41 students participated for 50 hours training programme. Trainer Ms. Sudha Shah
- * A training programme was held for students of Psychology to train them in Testing and Analysis from 4/9/2018 to 12/9/2018. After the programme students went to 11 schools of nearby villages to get the questionnaire filled and the conclusions of it was presented in the research paper form during national seminar conducted by Gujarat University. 10 students participated.

No. of students benefitted: 676

(B) The following Entrepreneurship training Programmes organized during last five years:

- * The college runs Centre for Entrepreneurship and Skill Development to train girl students in financial self-dependence. This Centre runs Certificate Course in Beautification and Aesthetics.
- This year Certificate Course in Beautification and Aesthetics was held from 8 August, 2018 onwards
- A lecture by Mrs. Daxaben Yagnik, Proprietor, Sapt Rang Packages, on Women Entrepreneurship 06/02/2018
- A lecture by Mrs. Daxaben Yagnik, Proprietor, Sapt Rang Packages, on Women Entrepreneurship on 15/09/2018

1.6 Problems Encountered and Resources Required:

- There is a possibility of getting the routine study schedule disturbed, hence utmost care is needed while planning such programs.
- At times, courses are conducted on holidays. Students' bus concession pass function only on working days which create financial problems for participating girls who are coming from far flung rural areas.
- Often there is a lack of components of skill-acquisition in the prescribed curricula. Therefore, it becomes essential to start imparting the training from grass root level.
- One of the difficulties is to find properly trained experts for certain skills of orientation.

2. Title of the Practice: Women empowerment through health and hygiene awareness programmes

Motto: '*Aarogyam param bhagyam!*' Health is wealth

2.1 Context:

Though the college is situated in Gandhinagar, the capital city of Gujarat, almost 60% of girls come from

the rural areas. We have felt it necessary to empower such deprived girls by holding programmes of health and hygiene awareness. The college has Collegiate Women Development Committee, the Health Centre and the NSS unit which look after this activity all through the year.

2.2 Goal:

- To make students aware of the importance of their personal health and hygiene
- To invite experts from the medical field as well as the Health Department of the Government of Gujarat to hold such programmes
- To organize training for first aid
- To hold medical check up programme
- To arrange programmes of cleanliness awareness in the adopted villages

2.3 The Context

The Vision of our college is to attain social upliftment by empowering women through value-based education. One of the values of human life is to take utmost care of one's health and hygiene.

'Aarogyam param bhagyam!' Health is wealth.

2.4 The Practice:

* The students commute from the rural areas to our college is up to 60%. There is a need to train them to take utmost care of their health and hygiene. They are also learning lessons of cleanliness during various programmes held by the college.

* The CWDC, the Health Centre and the NSS unit organize lectures, workshops and training for the students of the college as well as for women of the adopted villages.

2.5 Evidence of Success:

1. Programmes conducted by CWDC:

* An awareness programme by Health Inspector of Govt of Gujarat regarding personal health of women on 12/09/2017

* Health awareness programme conducted by Dr. Rita R. Gandhi 19/1/2018

* A lecture on Women Empowerment by Mrs. Kaushalyaben Patel, Superintendent of Lodariya Parivaar Hostel on 28/02/2018

2. Programmes conducted by the Health Centre:

* Medical check up programme for first year students on 18 Jan. and 20 Jan 2018

* Haemoglobin check up camp for students as well as faculties by Red Cross Blood Group and K. B. Pharmacy on 16/01/2018, 17/01/2018, 29/01/2018 and 30/01/2018.

* A programme showing importance of haemoglobin among women was held in collaboration with Red Cross Society, Ahmedabad. During this programme, the expert also made students aware about thalesemia problems. Date 30/08/2018.

3. Programmes conducted by the NSS unit:

- * 6/8/2018: Students were taken to the adopted village Pratap Nagar in which they went door-to-door to bring awareness of cleanliness.
- * 21/8/2018: NSS volunteers visited adopted village Pratap Nagar and put banners on cleanliness.
- * The college participated in the Institutional Swachhata Ranking held by All India Survey on Higher Education, Ministry of Human Resource Development, Government of India.
- * 2 to 5/08/2018: A three-day programme on 'Swachhata Abhiyaan' was held in which all the volunteers of NSS cleaned the college, the campus and the surrounding areas of campus. A rally was held to bring awareness about cleanliness among people.

2.6 Problems Encountered and Resources Required:

- There is a possibility of getting the routine study schedule disturbed, hence utmost care is needed while planning such programs.
- At times, courses are conducted on holidays. Students' bus concession pass function only on working days which create financial problems for participating girls who are coming from far flung rural areas.