

**SELF-STUDY REPORT FOR  
RE-ACCREDITATION  
(SECOND CYCLE)**

**SUBMITTED TO  
NATIONAL ASSESSMENT & ACCREDITATION COUNCIL,  
BANGALORE-560 072**



**PREPARED BY  
SHRI M. M. GHODASARA  
MAHILA ARTS & COMMERCE COLLEGE  
JUNAGADH – 362 001 (GUJARAT)**

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# **OUR VISIONARY**



**SHRI MOHANBHAI L. PATEL**

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## **VISION**

To make every girl of every caste, creed or religion or the remotest rural area of our region obtain higher education and become socially, culturally, and economically empowered to lead a dignified and noble life and contribute at her best in the progress story of our new Gujarat and our new India of the 21<sup>st</sup> century.

## **MISSION**

To make our college an educational institution of wholesome development where every girl student gets the best opportunity to develop and to strengthen her intellectual, physical and creative potentials and emerges as a mature, honest and responsible citizen of our great India.

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# **A: PREFACE**

**A: PREFACE**

We are highly indebted to NAAC Peer Team for examining our systems and validating our claims about our robust health in our first accreditation and assessment in the year 2007. While their approval and appreciation fortified our resolution to touch greater heights in all areas of education, their fruitful suggestion have helped us remove every flaw.

Accredited ‘B’ by the highest rating agency of higher education institutes in the country, we have worked harder, in a more focused manner to achieve even more realms of excellence after the first assessment. From the time of inception in the year of 1983, Shri M. M. Ghodasara Mahila Arts & Commerce College has its own mechanism to monitor its growth and development. Quality has been the hallmark of excellence and the watchword of our college. NAAC has gifted us seven pairs of eyes in the form of its seven criteria to scrutinize our weaknesses and strength. Thanks to the gifted pairs, the ever-going process of self-appraisal and improvement was intensified to remove every shortcoming and bolster the strengths to promote the core values among higher education institutes of the country. As we present ourselves for reaccreditation and re-assessment, we reiterate our commitment to continually fine-tune education to meet the expectation from all the stakeholders.

We are all spruced up for the NAAC visit and are eagerly looking forward to it.

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Dr. Dinesh A. Dadhania

**Principal**

Shri M. M. Ghodasara Mahila Arts & Commerce College, Junagadh (Gujarat)

## **B: EXECUTIVE SUMMARY**

**B: EXECUTIVE SUMMARY**

Shri M. M. Ghodasara Mahila Arts & Commerce College, Junagadh, accredited ‘B’ by NAAC is one of the leading educational institutions of Gujarat. Having entrenched its foundation upon the esteemed ideals, it has been surging ahead successfully towards realizing its much-cherished goal of imparting career-centric as well as value-based education ever since its establishment in 1983. The college caters to the academic & co-academic requirements of students. The college is unwaveringly devoted to its aim of empowering women by evolving their personality holistically so that they acquire competence to compete with their counterparts elsewhere under the sun.

After careful study of all the seven criteria, the SWOC analysis is given as under.

**Strength:**

During its history of thirty four years, the college introduced a number of theory/practical centric undergraduate programmes such as B.A., B.Com. and B.C.A. Our college is also running post graduate programmes like M. Com. and M. A. Our college is also going to start MSW.

However, in the wake of changing global scenario, the college shifted its focus towards introduction of vocational programmes such as English Language Training Programme (Certified by Cambridge ESOL), Computer Fundamentals, Yoga Classes, Personality Development Programme, Career Advancement Programme, Interview Techniques etc.

The college envisions introducing a new programme like MSW for which the permission has already been granted by the Bhakt Kavi Narsinh Maheta University. The college also plans to seek approval for additional units of professional/vocational courses so as to meet the demands of changing educational scenario. The college would continue to hold remedial classes so as to maintain its gigantic score card. It would ensure availability of smart classrooms to take its scorecard to new heights.

The college provides professional coaching classes to brace women for various competitive exams like GPSC, Banks, NET, SET, GENERAL KNOWLEDGE TEST (VIKAS VARTUL, BHAVNAGAR) etc. The college regularly provides mentoring and



guidance in form of extra classes for weak students & special classes for brilliant students. In addition, the college organizes tutorial lectures on various social, moral, ethical and current topics and hobby classes in summer & winter break.

The college has made giant strides in academic, curricular, co-curricular & extra-curricular gamut. The college had a whopping scorecard in the academic arena during all academic sessions so far. The college teachers have been holding positions in other reputed educational institutions and social organisations. The college scholars have won numerous positions in university exams, and other co-curricular activities & Competitions. The College has got the distinction of having 100% result in many classes and subjects, namely, B.A., B.Com. B.C.A., M. A. and M. Com. Chhatani Yogita, student of BCA, got 9<sup>th</sup> rank in examination of Saurashtra University for the Year 2016-17.

In rest of the classes the passing ratio of the college is higher than the university and other colleges in the city.

In sports, the college has too its credit in National & State level achievements. The college enjoys the rare honour of having players of the national level. The college provides the latest infrastructure for all the sports events of Saurashtra University and BKNMU. The college has made tremendous contribution to university sports, adding a major share in Saurashtra University's exceptional performance in state level sports competitions.

The college's cultural scenario is teemed with amazing achievements. The college has been the proud winner of Gold, Silver and Bronze medals in the university as well as state level Saptadhara competitions. The college won top positions in one act play, debate and elocution, Garba, Clay Modelling, Essay & Story Writing etc. at Zonal Youth Festival and Inter-Zone Youth Festival.

In NCC, Our cadets have attended NCC Officer Training held in Chennai, in addition they are selected in different national level camps and also performed well in RDC parade at Delhi.

In NSS, the college has recently and successfully adopted a neighbouring village Navagam with the objective of carrying out outreach programmes and extension activities.

The college actively promotes and participates in the research pursuits. By

introducing research-centric programmes, projects, seminars and workshops, the college has always been and continues to boost research aptitude amongst its staff and students.

To carry out its academic curricular, co-curricular & extra-curricular pursuits, the college possesses well-equipped & well-maintained infrastructure. The college campus is modern and well-equipped for comfort, convenience and academic pursuits. This campus offers a large number of special opportunities for girl students. Apart from the lecture rooms, it has fully furnished Hi-Tech Computer Labs, English Language Lab, Surfing Centres, Girls Refreshment Room etc. are the latest addition to the ever-growing campus.

The college is equipped with learning facilitators & gadgets ranging from LCD Projectors, Xerox Machines, Scanners, TV, Smart Boards, Video Conferencing equipments, Audio Players, Multimedia Projectors and Multimedia CD ROMs, Hi-Tech Cordless Microphones for classroom teaching etc. In order to meet the demands of Computer & IT related courses, the college has a TECHNO CENTRE with state-of-the-art computer labs equipped with Wi-Fi technology and several servers connected through LAN with fast internet facility and latest computerized library, printers, scanners, configurations to meet the needs of the students. The internet is available for 24 hours in all the college labs and departments. The college offers Central Computing Facility to the faculties and the students to collect teaching learning resource. For conferencing, seminars, symposia & board meetings, the college has a large seminar room and a meeting room.

The college offers a well-equipped high-tech, fully computerized library, which has over 53287 books, 15 newspapers and 60 popular magazines. Internet and reprographic facilities are also available in the library. The college also has a CD Library. Each bonafide student is a member of the college library. Subsidized Photostat service is available for the members of the staff and the students of the college.

The college also offers a well-equipped Research Centre for all the scholars / faculty members and students with due infrastructure and internet facility and open access facility in the library.

The college provides due facilities such as a Yoga Hall, Table-Tennis Hall, Judo Hall, Weightlifting equipment, Chess, Carom, Basket Ball, Badminton, Cycling, Counselling Room, Change Room for players, offices for teachers and coaches and Sports Store-Rooms.

**Weaknesses:**

At the same time we have certain weaknesses.

- Highly learned and international level experts are not available around the district for various services.
- Attachment of mother tongue affects strengthening English Language skills.
- Lack of collaboration with any organization.
- Most of the parents of the students coming from rural areas are least concerned with the strategic planning of the college towards the quality enhancement.
- For some specific remote rural areas there is lack of well-connected transportation facilities resulting into their slim presence in the classrooms.

**Opportunities**

We have some opportunities as well.

- Starting some more add on/vocational courses.
- Making the existing college campus Wi-Fi enabled.
- Development of research activities for staff and students.

**Challenges:**

There are some challenges before the institution. They are:

- If we do not impart quality education, the students might get diverted towards other colleges.
- It is indeed a hard nut to crack to bring awareness about women education among the parents especially of rural areas.
- Rural and rustic catchment is another challenge for the institution because they have the tendency not to go for higher education.
- Government policy for the recruitment of the staff is non-supportive. They are not sanctioning NOCs for the recruitment of teaching and non-teaching staff.

The college has lived up to the governing goal of empowering women holistically during 34 years of its existence. The history of the college bears testimony to the fact that it has always been responsive to changes by acclimatizing itself to changing academic surroundings and new policies. The college is seeking re-accreditation from National Assessment and Accreditation Council so that it can get assessed its curricular, co-curricular and extra-curricular pursuits and on the basis of feedback furnished by NAAC Peer Team, fashion its course of action and fetch new heights of academic and co-academic excellence in the times to come.

# **C: PROFILE OF THE COLLEGE**

**C: PROFILE OF THE COLLEGE****1. Name and address of the college:**Name : **Shri M. M. Ghodasara Mahila Arts & Commerce College**Address: **Opp. Motibaug, Junagadh**City: **Junagadh**Pin: **362001**State: **Gujarat**Website: **www.mmghodasaracollege.in****2. For communication:**

<b>Designation</b>	<b>Name</b>	<b>Telephone with STD code</b>	<b>Mobile</b>	<b>Fax</b>	<b>Email</b>
Principal	Dr. Dinesh A. Dadhania	Off: 0285-2670523	9825625058	0285-2671523	mmg_college@yahoo.co.in
Steering Committee Coordinator	Dr. Neeta K. Dhadus	Off: 0285-2670523	9537342286	0285-2671523	neetadhadus73@gmail.com

**3. Status of the of Institution :**Affiliated College Constituent College Any other (specify) **4. Type of Institution:**

a. By Gender:

i. For Men ii. For Women

iii. Co-education

b. By shift

i. Regular

ii. Day

iii. Evening

**5. Is it a recognized minority institution?**

Yes

No

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

**6. Source of funding:**

Government

Grant-in-aid

Self-financing

Any other

**7. a. Date of establishment of the college:** 16<sup>th</sup> August, 1983

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

- **Saurashtra University, Rajkot**
- **Bhakta Kavi Narsinh Maheta University, Junagadh**

**c. Details of UGC recognition:**

<b>Under Section</b>	<b>Date, Month &amp; Year (dd-mm-yyyy)</b>	<b>Remarks (If any)</b>
i. 2 (f)	18-03-1993	-
ii. 12 (B)	18-03-1993	-

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

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

<b>Under Section /clause</b>	<b>Recognition/ Approval details Institution/ Department/ Programme</b>	<b>Day, Month and Year (dd-mm- yyyy)</b>	<b>Validity</b>	<b>Remarks</b>
i.	B.A.	15/06/1982	Till Date	Permanent
ii.	B.COM.	15/06/1982	Till Date	Permanent
iii.	B. C. A.	15/06/1994	Till Date	Permanent
iv.	M. COM.	15/06/2015	Till Date	Permanent
v.	M. A.	02/07/2016	Till Date	Permanent

(Enclose the recognition/approval letter)

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

Yes  No

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

Yes  No

**9. Is the college recognized**

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

Yes  No

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



b. For its performance by any other governmental agency?

Yes

No

If yes, Name of the agency .....

And Date of recognition: ..... (Dd/mm/yyyy)

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

Location *	<b>Semi-Urban</b>
Campus area in sq. mts.	<b>19437.00 sq/m.</b>
Built up area in sq. mts.	<b>4105.74 sq/m.</b>

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

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

- Auditorium/seminar complex with infrastructural facilities
- Sports facilities
  - play ground
- Hostel : Yes
  - Boys' hostel : No
    - Number of hostels
    - Number of inmates
    - Facilities (mention available facilities)
  - Girls' hostel : Yes
    - Number of hostels - 3
    - Number of inmates - 1200
    - Facilities (mention available facilities) – all required facilities are available.

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

Sr. No.	Name of Programme	Duration	Entry Qualification	Medium of Instruction	Sanctioned/ approved student strength	No. of students admitted
<b>UG/PG Level Courses</b>						
1	<b>B.A.</b>	3 years	12+2 with min. 40% marks in concerned group	Gujarati, Hindi & English	209	209
2.	<b>B.Com</b>	3 years	12+2 with min. 40% marks in concerned group	Gujarati & English	450	400
3.	<b>B. C. A.</b>	3 years	12+2 with min. 40% marks in concerned group	English	110	110
4.	<b>M.A.</b>	2 years	B.A.+2 with min. 40% marks in concerned subject	sociology	20	16
5.	<b>M.COM.</b>	2 years	B.COM.+2 with min. 40% marks in concerned subject	Accounting	30	27

**13. Does the college offer self-financed Programmes?**

Yes



No



If yes, how many? **04 (B.C.A, B.A in English, M.Com, M.A in Sociology)**

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

Yes  No  Number:

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

Particulars	UG	PG	Research
<b>Arts</b>	English Gujarati Economics Sociology Psychology Hindi	M.A. (sociology)	Sociology psychology
<b>Commerce</b>	<ul style="list-style-type: none"> <li>• Fundamental Enterpreneurship</li> <li>• Business Management</li> <li>• Accountancy</li> <li>• Computer</li> </ul>	M.Com. (Accountancy)	-
<b>B. C. A.</b>	As per University Guideline	-	-
<b>Any Other not covered above</b>	<ul style="list-style-type: none"> <li>• Personality Development</li> <li>• Interview Techniques (Add-on)</li> <li>• Competitive Exam Classes (Add-on)</li> <li>• Communication Skills in English (Add-on)</li> <li>• Computer Fundamentals and Internet Applications (Add-on)</li> <li>• Yoga Classes</li> <li>• Beauty Parlour Training Classes</li> <li>• Garba Classes</li> </ul>	-	-

**16. Number of Programmes offered under (Programme means a degree course like B.A., B.Sc., M.A., and M.Com.)**

a.	Annual System	-
b.	Semester System	<b>05</b>
c.	Trimester System	-
d.	Semester Introduced in 1 <sup>st</sup> year	-

**17. Number of Programmes with**

a.	Choice Based Credit System -	<b>05</b>
b.	Inter/Multidisciplinary Approach -	-
c.	Any other ( specify and provide details)	-

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

Yes

No

If yes,

a. Year of Introduction of the programme(s): \_\_\_\_\_ (Dd/mm/yyyy)  
and number of batches that completed the programme

b. NCTE recognition details (if applicable)

Notification No.: \_\_\_\_\_

Date : \_\_\_\_\_ ( Dd/mm/yyyy)

Validity: \_\_\_\_\_

c. Is the institution opting for assessment and accreditation of  
Teacher Education Programme separately?

Yes

No

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

Yes

No

If yes,

a. Year of Introduction of the programme(s) \_\_\_\_\_ (Dd/mm/yyyy)

and number of batches that completed the programme

b. NCTE recognition details (if applicable)

Notification No.: \_\_\_\_\_

Date: \_\_\_\_\_ (Dd/mm/yyyy)

Validity: \_\_\_\_\_

c. Is the institution opting for assessment and accreditation of Physical Education Programme separately?

Yes

No

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

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professors		Associate Professors		Assistant Professors					
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC/ University/ State Government Recruited	00	00	08	04	02	04	03	00	00	00

<i>Yet to recruit</i>	-	-	-	-	-	-	-	-	-	-
Sanctioned by the Management/society or other authorized bodies Recruited	00	00	00	00	06	09	07	03	00	00
<i>Yet to recruit</i>	-	-	-	-	-	-	-	-	-	-
<i>On Contract Basis</i>	00	00	00	00	00	00	00	00	00	00

\*M=Male \*F=Female

**21. Qualifications of the teaching staff:**

Highest qualification	Professors		Associate Professors		Assistant Professors		Total
	Male	Female	Male	Female	Male	Female	
<b>Permanent teachers</b>							
D.Sc./D.Litt.	00	00	00	00	00	00	00
Ph.D.	00	00	05	02	01	02	10
M.Phil.	00	00	00	00	01	00	01
PG	00	00	03	03	00	02	08
<b>Temporary teachers</b>							
Ph.D.	00	00	00	00	01	02	03
M.Phil.	00	00	00	00	00	00	00
PG	00	00	00	00	01	05	06

**22. Number of Visiting Faculty /Guest Faculty engaged with the College.** 08

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

Categories	2013-14		2014-15		2015-16		2016-17	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	00	77	00	91	00	106	00	141
ST	00	24	00	29	00	25	00	24

OBC	00	548	00	637	00	784	00	837
Handycap	00	04	00	07	00	02	00	01
Minority	00	00	00	00	00	29	00	29
General	00	1488	00	1436	00	1404	00	1333
<b>TOTAL</b>	<b>00</b>	<b>2141</b>	<b>00</b>	<b>2200</b>	<b>00</b>	<b>2260</b>	<b>00</b>	<b>2365</b>

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

Type of students	UG	PG	Diploma	Ph.D.	Total
Students from the same state where the college is located	2227	112	00	00	2339
Students from other states of India	00	00	00	00	00
NRI students	00	00	00	00	00
Foreign students	00	00	00	00	00
<b>Total</b>	<b>2227</b>	<b>112</b>	<b>00</b>	<b>00</b>	<b>2339</b>

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

UG:	2015-16 : 0.3%	PG:	0.5%
	2016-17 : 0.4%		

**26. Unit Cost of Education**

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

(a) including the salary component

Rs. 17,366

(b) excluding the salary component

Rs. 4,688

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

Yes

No

If yes,

a. is it a registered centre for offering distance education programmes of another University

Yes

No

b. Name of the University which has granted such registration

Number of programmes offered:

NA
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c. Programmes carry the recognition of the Distance Education Council.

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

Sr.		Student Teacher Ratio		
		FY	SY	TY
<b>1</b>	<b>Bachelor of Arts</b>			
	• Compulsory English	121:01	121:01	128:01
	• Compulsory Hindi	22:01	24:01	13:01
	• Compulsory Sanskrit	143:01	N/A	N/A
	• English	23:01	13:01	15:01
	• Hindi	19:01	31:01	23:01
	• Gujarati	33:01	34:01	14:01
	• Economics	33:01	24:01	05:01
	• Sociology	50:01	31:01	17:01
	• Psychology	95:01	107:01	00
<b>2</b>	<b>Bachelor of Commerce</b>			
	• Commerce	218:01	545:01	126:01
	• Accountancy	218:01	109:01	168:01
	• Banking & Cooperation	32:01	59:01	18:01
	• Computer Science	166:01	205:01	197:01
<b>3</b>	<b>Bachelor of Computer Science</b>			
	• Communication Skill	119:01	N/A	N/A
	• Programming in C Language	119:01	N/A	N/A
	• Computer Fundamentals and Emerging Technology	59:02	N/A	N/A



	• Networking and Internet Environment	59:02	N/A	N/A
	• Mathematical and Statistical Foundation of Computer Science	59:02	N/A	N/A
	• Web Programming	119:01	N/A	N/A
	• Data Structure using C Language	119:01	N/A	N/A
	• Computer Organization & Architecture	119:01	N/A	N/A
	• Programming with C++	N/A	46:02	N/A
	• Website Development using PHP	N/A	46:02	N/A
	• SAD, Software Quality Assurance and Testing	N/A	46:02	N/A
	• RDBMS Using Oracle	N/A	46:02	N/A
	• Networking Technology and Administration	N/A	93:01	N/A
	• Programming with Java	N/A	93:01	N/A
	• Programming with C#	N/A	93:01	N/A
	• Operating System Concept With Unix / Linux	N/A	93:01	N/A
	• Advanced Java Programming (J2EE)	N/A	N/A	120:01
	• Programming With ASP.NET	N/A	N/A	120:01
	• Web Searching Technology and Search Engine Optimization	N/A	N/A	120:01
	• Mobile Computing Using Android and Iphone	N/A	N/A	120:01
	• Data Warehouse and Data Mining	N/A	N/A	60:01

	• Administration of SQL Server 2012	N/A	N/A	120:01
4	Master of Arts (Sociology)	18:01	N/A	N/A
5	Master of Commerce	22:01	N/A	N/A

29. Is the college applying for Accreditation :

Cycle 1  Cycle 2  Cycle 3  Cycle 4

Re-Assessment:

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

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

Cycle 1: 31/03/2007

Accreditation Outcome/Result: 'B'

Cycle 2: NA (dd/mm/yyyy) Accreditation Outcome/Result.....

Cycle 3: NA (dd/mm/yyyy) Accreditation Outcome/Result.....

\* *Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure. Please see Annexures – I & II*

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

229

32. Number of teaching days during the last academic year

178

33. Date of establishment of Internal Quality Assurance Cell (IQAC) : 10/12/2012

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

AQAR (i) (21/06/2017)

AQAR (ii) (21/06/2017)

AQAR (iii) (21/06/2017)

AQAR (iv) (21/06/2017)

AQAR (v) (21/06/2017)

- 35. Any other relevant data (not covered above) the college would like to include.  
(Do not include explanatory/descriptive information)**

NIL

**D: CRITERION-WISE INPUTS**

**CRITERION - I:  
CURRICULAR ASPECTS**

**D: CRITERION-WISE INPUTS****CRITERION - I: CURRICULAR ASPECTS****1.1 Curriculum Design and Development****1.1.1 State the Vision, mission and objectives of the institution, and how is it communicated to the students, teachers, staff and other stakeholders?**

The college strongly believes in empowering women and this is achieved through need-based, futuristic courses with entrepreneurial skills. The courses offered by the college prepare the women for self-employment in this competitive world. The vision and mission of the college is reflected in the curriculum which aims at preparing women for the job market, their own business and also for their role as home makers.

**Vision**

To make every girl of every caste, creed or religion or the remotest rural area of our region obtain higher education and become socially, culturally, and economically empowered to lead a dignified and noble life and contribute at her best in the progress story of our new Gujarat and our new India of the 21<sup>st</sup> century.

**Mission**

To make our college, an educational institution of wholesome development, where every girl student gets the best opportunity to develop and to strengthen her intellectual, physical and creative potentials and emerges as a mature, honest and responsible citizen of our great India.

**Objectives**

In order to fulfil its stated vision and mission the college is committed to:

- Providing a range of inclusive quality and value based education, training and social care.
- Assisting students to achieve their full potential through the concepts of learning as a continuing and perpetual process and by the promotion of an inclusive learning culture.

- Incorporating individual learning and training programmes formulated to the needs of the students which will lead to the nationally recognized qualification.
- Providing behavioural strategies that support and help to the students' development as great as possible.
- Managing college resources effectively and efficiently to meet the needs of the students and staff.
- Creating excellent human resources through integration of multi-dimensional Personality Development Programmes in order to produce world class professionals.
- Reviewing the college resources in order to meet global and national demands.

**The Mission, Vision and Objectives of the college are conveyed to the students and staff by taking the following initiatives:**

- Orientation programs for the students and staff are organized at the commencement of the academic session.
- The newly recruited staff is introduced to the various programs, activities, facilities and other important values of the institution immediately after their selection.
- The mission, vision and objectives of the college are regularly printed in the college prospectus, diaries and college reports published from time to time and distributed to the students, staff, visitors and guests.
- On all important functions like Freshers Party, Award/Annual Day, PTA meeting, Alumni Meeting etc, the head of the institution acquaints the audience with the vision and mission of the college.
- Awareness and knowledge about the mission and vision is also imparted to the students and staff in the college assembly which is held from time to time and also in the staff meetings and student council meetings.
- The college organises regular meetings with parents, not only to convey its vision and mission but also to involve them in achieving its target as well.

**1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).**

The college develops and deploys action plans for effective implementation of the curriculum to achieve its vision, mission and objectives in the following ways:

- All the Heads of Departments in consultation with their faculty members, schedule an academic calendar before commencement of the session.
- The course content is split into two terms in the semester system. i.e. (June-November, December-May).
- It is ensured that teachers move from easy to difficult, familiar to unfamiliar and at a pace that is easy for learners to maintain.
- After the meetings of the different departments, the copy of the syllabus is distributed to the respective teachers. Every teacher draws his / her teaching plan broadly taking into consideration the ability of his / her students. These plans are reviewed and rechecked if need be.
- The copy of the syllabus is also pasted by the teachers in their respective registers for their ready reference.
- Relevant books are also recommended by the teachers to the students along with the prescribed syllabus.
- Attendance of all teaching and non teaching staff is taken on musters regularly.
- Attendance of the students is marked on daily basis on the registers and irregular students are warned initially and parents are informed about the same at a later stage.
- After the class tests, the highest scorer is awarded prize by the college as an incentive to study hard.

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

- The Heads of the Departments maintain healthy interaction with the university teachers in order to improve their teaching practices.
- The existing courses are modified to meet the emerging national and global trends in consultation with HODs of the Saurashtra University during the bi-annual meetings of BOS (Board of Studies) incorporating the feedback from all the stakeholders.
- The interaction of the Ph.D. scholars with the university is also helpful in improving the teaching practices.
- The college incorporates UGC/ Saurashtra University/ BKNMU guidelines for developing and restructuring the curriculum.
- Teachers have an easy access to the library of the college for knowledge upgradation. The college has subscribed to various journals and books related to different subjects.
- The college runs its own Research Centre which is kept 24 hours open for teachers pursuing minor and major research projects, M.Phil. and Ph.D. wherein they pursue their research work.
- Faculty members are free to suggest books of their choice. Grant of Rs.10000 is used for purchasing books.
- The college also encourages research aptitude among teachers in all possible ways. The college Research Promotion Cell motivates the teachers for academic advancements & helps them to apply to UGC for minor and major research projects. The management is committed to promote research & ensure professional development of the faculty.
- All the teachers of the college participate and present their research papers in Seminars/ Conferences / Workshops of the state, national, international level every year. The teachers are granted the registration fees and TA/DA for the same.
- Our teachers attend different orientation programmes, refresher courses and short term courses held at various Universities to facilitate a productive interaction.
- The institution organizes training programmes for the faculty in the use of computers,



internet, audio-visual aids, computer aided packages and multimedia for effectively translating the curriculum and improving teaching practice.

- The college also has computer labs equipped with latest machines with latest configuration. All computers are interconnected through campus area networking. The network is managed and controlled by high-end servers installed in the server room.
- The internet is available 24 hours in the college labs and departments. The college offers central computing facility to the faculty and students to collect teaching learning resources for conferences, seminars etc.

**1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other statutory agency.**

For the effective curriculum delivery and transaction on the curriculum, the following initiatives have been taken up:

- Orientation sessions at departmental level are arranged for newly-appointed teachers to handle the curriculum and proper planning of the transaction such as term-wise division of curriculum etc.
- Teachers are trained to use ICT technology, such as, LCD Projectors, Xerox Machines, Printers, Scanners, TV, VCR, Hi-Tech Cordless Microphones for Classroom Teaching, Podiums, Audio Players, Multimedia Projectors, Smart Boards and Multimedia CDs for effective curriculum delivery and transaction on the curriculum.
- In order to meet the demands of curriculum of computer & IT related courses, the college has state of the art computer labs equipped with latest machines.
- In order to improve the students' soft skills and knowledge of English language, the college has developed a Hi-Tech English Language Lab.
- Computerized library equipped with Internet Server, File Server etc., connected through LAN with fast internet facility is used to meet the needs of curriculum delivery and transaction on the curriculum.

- The college offers central computing facility to the students and teachers to utilize teaching learning resources for conferences, seminars, symposia and board meetings etc. to meet the needs of curriculum delivery.
- Students are properly guided & encouraged to visit the library for their knowledge upgradation. To ensure effective use of libraries, special periods are allocated in student's timetable for UG classes. The richly-stacked college library has above 53000 books, huge number of National, International and Electronic Journals and 18 Newspapers. In addition to the books and journals, the syllabus guidelines and previous year's university question papers are also made available to the students.

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

The institution regularly networks and interacts with beneficiaries such as industry, research bodies and the university in effective operationalization of the curriculum through lectures, workshops, seminars, talks and discussions and gets feedback on curriculum from employers and industries. Need-based curricula are developed in consultation with stakeholders. The basis for syllabus revision is the feedback received from the students, employers, alumni, industry and academic peers in addition to the requirements of the job market. In order to keep pace with the fast changing trends in the academic scenario, the teachers use the feedback while designing new courses.

**1.1.6 What are the contributions of the institution and/or its staff members to the development of the curriculum by the University? (a number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.)**

The college formally as well as informally obtains feedback on curriculum from staff members, students, alumni, parents, employers / industries, academic peers and community by conducting meetings, college functions, seminars, workshops, discourses etc. which is analysed by the Academic Council. The departmental meetings are organised once in a term for analysing the feedback on curriculum.

The mechanism evolved for collecting feedback in the regular meetings of the bodies instituted for this purpose:

- **Students:** Students Council meetings are organized every semester to get feedback from the students.
- **Alumni:** Once in a year, Alumni meets are organized when the old students of the college give feedback about the relevance and validity of their course in the job market. The Alumni Association has been maintained all the relevance data.
- **Parents:** They too are active participants in almost all the activities of the college. A healthy interaction with the parents is facilitated and encouraged from time to time.
- **Employers/ Industries:** The College gets feedback from employers' and industries on a regular basis. Every department organises lectures, workshops and seminars to get feedback on curriculum from employers and industries concerning their areas at least once in a year.
- **Academic Peers:** All state level, national and international workshops, conferences and seminars are attended by the faculty members, meetings of BOS (Board of Studies) and such other platforms provide an opportunity to the college to get fruitful feedback from peers.
- **Community:** Members of college, parents and leaders from every walk of life including Print and Electronic Media, Business Houses, Banks, Schools, Colleges, Insurance, Police Department, NGOs, Government Agencies, Music, Dance, Theatre etc. are invited from time to time to get feedback regarding the curriculum.

**1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If 'yes', give details on the process ('Needs Assessment', design, development and planning) and the courses for which the curriculum has been developed.**

The designing and planning of the curriculum of subjects like SCOPE and TALLY has been formatted to meet the global demands, to stay updated and continue to remain innovative.

### **Process of Development of Curriculum**

- First of all, Syllabus Committee is formed which, in consultation with experts from various universities and colleges, chalks out a blueprint. It is sent to the College Academic Council for consideration. Thereafter, it is forwarded to the University Academic Council for consideration. Finally, it is sent to the University Syndicate for implementation.

### **Development of Curriculum**

- A good number of faculty members are the part and parcel of Board of Studies/Faculties Saurashtra University, Rajkot who conveys suggestions to be considered in the Board of Studies. Dr. Dinesh A. Dadhania, Dr. J. K. Joshi, Dr. Vasava and Dr. Raksha Bathani have been deputed by university as one of the members of Syllabus Framing Committee.

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

The college analyses and ensures through the following mechanisms that the stated objectives are achieved in the course of implementation.

- The college has an Academic Council which takes feedback from teachers, students and other stakeholders. The academic audit is conducted by the Academic Council to ensure the achievement of the stated objectives of the curriculum. If these objectives are found unachieved or under-achieved, the committee ensures their achievements by removing hassles coming in their way.
- To ensure quality in the course of implementation we have our Internal Quality Assurance Cell which strives hard to get effective results.

### **1.2 Academic Flexibility**

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

The goals and objectives of the college are given below:

**Goals**

- To provide access to higher education through quality education to people having a desire for education.
- To prepare the youth in the field of technology.
- To motivate the teachers in academic and research fields.
- To prepare plans and programmes for the overall development of students' personality.
- To render financial help to the needy and disadvantaged persons.
- To plan extension activities.
- To plan social welfare activities.
- To plan for healthy environment

**Objectives**

- To establish, run or maintain educational institutions.
- To help by giving loan, scholarship, books to the financially poor and deserving students and to extend help to the institute carrying such activities.
- To establish, run or maintain libraries, reading rooms for students and extend help for such activities.
- To help the deserving people by giving them food, necessary things, medical aid, educational aid etc and to also to help such deserving institutes.
- To celebrate national festivals, to canvass Indian culture and to give their knowledge.
- To prepare the youth for social welfare and healthy environment activities and extend help to them.

The academic programmes prescribed by the university are in line with the institution goals and objectives. The institute has started SCOPE (Society for Creation of Opportunities through Proficiency in English), M.S. Office to make students English language & computer literate. Special lectures by experts are organized to bring awareness about the environment among the students community. The institution also organizes personality development programmes, Soft skills Development Programmes and other job oriented programmes.

**Communication Skills**

In the highly competitive world, no one can deny the significance of Communication Skills - speaking, writing and listening. This course is a boon for students pursuing all streams, as it focuses on intensive training in theory & practical in the state-of-the-art Language Lab. It provides them training in letter-writing, e-mailing, resume-writing, group discussions and cracking interviews.

**Computer Fundamentals & Internet Applications**

The knowledge of computer helps a person in enhancing her skills and also improving prospects in the job market. There are jobs and jobs for computer experts in every office i.e. Banks, Insurance Agencies, Post Offices, Railways, Business Houses etc.

In addition to the above stated Add-On courses there are also a number of summer courses that are conducted in our college to open new vistas for students. Various training classes are conducted for the preparation of various competitive exams like GPSC, NET, SET, Banking etc. Interested students are given training and guidance for the same. To fuel the imagination of students, the college organizes workshops on a regular basis. Interested students are also given training and guidance from time to time to improve their debate skills and this training builds appropriate confidence in them.

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

The college is going to offer a vast display of Add-On programmes like Communication Skills, Computer Fundamentals & Internet Application which are offered along with regular degree. Courses like SCOPE, TALLY and Spoken Tutorial from Bombay IIT etc. These programmes facilitate twinning/dual degree. These courses are open to regular students of the college at any level. A student enrolled in any stream may opt for any one/two of these Add-On courses. Along with their graduations all these phases of the Add-On course can be achieved which certainly adds to their credit.

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

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

**Range of Core /Elective options:**

- The students of Arts and Humanities have diverse options in languages, social sciences, and economics. A huge number subject combination is offered to the students.
- Students opting for B.A. have to study English, Hindi and Sanskrit as compulsory subjects. Apart from that they have to choose any one subject as a major subject. When a student is admitted to B.A.-I, she has the option to change any subject or faculty within a specified period of one year.
- Students are properly guided and given the freedom to take the subject of their choice from a wide range of options. The Admission Coordinators counsel the students & help them choose according to their aptitude & ability.
- Besides the students are also encouraged to take up one Add-on-course which can enhance their employability after college.
- A student enrolled in any stream may opt for any one major and two subsidiary subjects from the following:

**Commerce (B.Com.):**

No.	Course code	Name of the Course Offered by University	Name of the Course Offered by College
1	Foundation	English	English
2	Core-1	Business Economics	Business Economics

3	Core-2	Financial Accounting	Financial Accounting
4	Core-3	Company Law	Company Law
5	Core-4	Business Administration	Business Administration
6	Core & Allied-1	Fundamental of Entrepreneurship	Fundamental of Entrepreneurship
7	Core & Allied-2	Computer Application & IT	Computer Application & IT
7	Core & Allied-2	Salesmanship	Salesmanship
8	Elective-1	Accounting & Finance	Accounting & Finance
9	Elective-1	Business Management	Business Management
10	Elective 2	Computer Science	Computer Science

**Arts (B.A.):**

No.	Course code	Name of the Course Offered by University	Name of the Course Offered by College
1	Foundation Course In English/Hindi	English/Hindi	English/Hindi
2	Foundation Course in Classical Language	Sanskrit/Other	Sanskrit
3	Core-1	Concerned Subject	1. English 2. Gujarati 3. Economics 4. Sociology
4	Core-2	Concerned Subject	1. English 2. Gujarati 3. Economics 4. Sociology



5	Elective A-1	Concerned Subject	1. Gujarati 2. Hindi 3. Economics 4. Sociology
6	Elective A-2	Concerned Subject	1. Gujarati 2. Hindi 3. Economics 4. Psychology
7	Elective B-1	Concerned Subject	1. Psychology 2. Economics

**Note:** From semester-II to Semester-VI, University/college offers seven paper (Foundation Course in Classical Language is not offered)

**B. C. A.**

No.	Course code	Name of the Course Offered by University	Name of the Course Offered by College
1	CS – 01	Technical Communication Skill	Technical Communication Skill
2	CS – 02	Problem Solving Methodologis And Programming In C	Problem Solving Methodologis And Programming In C
3	CS – 03	Computer Fundamentals And Emerging Technology	Computer Fundamentals And Emerging Technology
4	CS – 04	Networking & Internet Environment	Networking & Internet Environment
5	CS – 05	Practicals-1 (Based On Cs-4 & Pc Software )	Practicals-1 (Based On Cs-4 & Pc Software)
6	CS – 06	Practicals-2 ( Based On Cs-2 )	Practicals -2( Based On Cs-2 )

7	CS – 07	Data Structure Using C Language	Data Structure Using C Language
8	CS – 08	Web Programming	Web Programming
9	CS – 09	Computer Organization & Architecture	Computer Organization & Architecture
10	CS – 10	Mathematical And Statistical Foundation Of Computer Science	Mathematical And Statistical Foundation Of Computer Science
11	CS – 11	Practicals-1 ( Based On Cs-07 )	Practicals-1 ( Based On Cs-07 )
12	CS – 12	Practicals-2 ( Based On Cs-08 )	Practicals-2 ( Based On Cs-08 )
13	CS – 13	SAD, Software Quality Assurance And Testing	SAD, Software Quality Assurance And Testing
14	CS – 14	C++ And Object Oriented Programming	C++ And Object Oriented Programming
15	CS – 15	Rdbms Using Oracle	Rdbms Using Oracle
16	CS – 16	Content management system using wordpress	Content management system using wordpress
17	CS – 17	Practical (Based On Cs- 13, Cs- 14)	Practical (Based On Cs- 13, Cs- 14)
18	CS – 18	Practical (Based On Cs- 15, Cs- 16,)	Practical (Based On Cs- 15, Cs- 16,)
19	CS – 19	Programming With JAVA	Programming With JAVA
20	CS – 20	Programming With C#	Programming With C#
21	CS – 21	Network Technology And Administration	Network Technology And Administration
22	CS – 22	Operating Systems Concepts With Unix / Linux	Operating Systems Concepts With Unix / Linux

23	CS – 23	Practical (Based On Cs-19, Cs-22)	Practical (Based On Cs- 19, Cs-22)
24	CS – 24	Practical (Based On Cs-20)	Practical (Based On Cs- 20)
25	CS – 25	Advance Java Programming (J2ee)	Advance Java Programming (J2ee)
26	CS – 26	Programming With ASP.NET	Programming With ASP.NET
27	CS – 27	Web Searching Technology And Search Engine Optimization	Web Searching Technology And Search Engine Optimization
28	CS –28	Practical – 1 (Based on CS-25)	Practical - 1 (Based On CS-25)
29	CS – 29	Practical – 2 (Based On CS-26 &CS-27)	Practical – 2 (Based On CS-26 And CS- 27)
30	CS – 30	Project Viva	Project Viva
31	CS – 31	Mobile Computing Using Android And Iphone	Mobile Computing Using Android And Iphone
32	CS – 32	Data Warehousing And Data Mining	Data Warehousing And Data Mining
33	CS – 33	Administration Of SQL Server 2012	Administration Of SQL Server 2012
34	CS –34	Practical - 1 (Based On CS-31)	Practical - 1 (Based On CS-31)
35	CS – 35	Practical – 2 (Based On CS-32 &CS-33)	Practical – 2 (Based On CS-32 And CS-33)
36	CS – 36	Project Viva	Project Viva

**M. A.**

The college runs the programme M.A. Sociology.

No.	Course code	Name of the Course Offered by University	Name of the Course Offered by College
1		Classical Sociological Tradition	-
2		Research Methodology	-
3		Perspective on Indian Society	-
4		Gender and Society	-
5		Political Sociology	-
6		Rural Sociology	-
7		Sociology of Tribal People	-
8		Environment & Society	-
9		Sociology of Development	-
10		Sociology of Mass Communication	-

**M. COM.**

No.	Course code	Name of the Course Offered by University	Name of the Course Offered by College
1	CCT-01	Marketing Management	-
2	CCT – 02	Business Environment	-
3	CCT – 03	Corporate Financial Accounting	-
4	ECT – 01 (group A)	Accounting Taxation Paper-1	-
5	ECT – 01 (group B)	Security Analysis	-
6	ECT – 01	Service Marketing	-

	(group C)		
7	ICT - 01	Operation of Stock Exchanges	-
8	ICT - 01	Developing Applications Using Visual Basic 6.0	-
9	CCT - 04	Corporate Accounting	Corporate Accounting
10	CCT - 05	Business Research	-
11	CCT - 06	Financial Management	-
12	ECT – 02 (group A)	Accounting Taxation Paper-II	-
13	ECT – 02 (group B)	Portfolio Management	-
14	ECT – 02 (group C)	Consumer Behaviour	-
15	ICT-02	Management of Self and Career	-
16	CCT - 07	Accounting for Managerial Decisions	-
17	CCT - 08	Corporate Legal Framework	Legal Aspects of Corporate Business
18	CCT - 09	Orgazional Behaviour	-
19	ECT – 03 (group A)	Accounting Taxation Paper-III	-
20	ECT – 04 (group A)	Accounting Taxation Paper-IV	-
21	ECT – 03 (group B)	Financial Institutions and Markets	-
22	ECT – 04 (group B)	Project Planning and Control	-
23	ECT – 03 (group C)	Product and Brand Management	-
24	ECT – 04	International Marketing	International Marketing

	(group C)		
25	CCT -10	Managerial Economics	Managerial Economics
26	CCT -11	Strategic Management	Global Strategic Management
27	CCT -12	Advanced Research Applications-	-
28	ECT – 05 (group A)	Accounting & Taxation Paper - V	-
29	ECT – 06 (group A)	Accounting & Taxation Paper - VI	-
30	ECT – 05 (group B)	International Financial Management	-
31	ECT – 06 (group B)	Banking and Finance Paper-VI Research Report	-
32	ECT – 05 (group C)	Data Warehousing and Data Mining	-
33	ECT – 06 (group C)	Retailing and Distribution Management	-
34	CS –34	Marketing Paper- VI Research Report	-

Since the college is affiliated and governed by Saurashtra University, it does not have the autonomy to change the time frame for any programs. But the university provides the students with the facility of 'Reappear'. Such students are allowed to clear their exams in a number of attempts.

**Courses offered in modular form:**

Institute follows the courses in the format prescribed by the University.

**Credit transfer and accumulation facility:**

Credit accumulation facility is not available.

**Lateral and vertical mobility within and across programmes and courses:**

Lateral mobility is within a stipulated time and vertical mobility is in form of supplementary and ATKT.

**Enrichment courses:**

- Institute conducts enrichment programmes on curricular, co-curricular as well as extracurricular aspects especially those related to social awareness, environment and health to ensure an overall holistic development of the students.
- Enhancement programmes such as Value Education, training in Computer Basics, study tours, conference, and workshops.

**1.2.4 Does the institution offer any self-financed programmes in the institution? If yes, list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification and salary etc.**

The institution offers many Self-Financed Programmes taking into consideration the innate temperament and special abilities of women in consonance with the Vision and Mission of the college.

**List of Self- Financed Courses (Session 2016-17)**

NO.	NAME OF THE COURSE	Fees (Rs.)
1	B.C.A. SEM-1	9500
2	B.C.A. SEM- 2 TO 5 ( 9180 * 5 – SEM )	45900
2	M.COM. SEM – 1 & 2 ( 8000 + 7430 )	15430
3	M.COM. SEM – 3 & 4 ( 8000 + 7430 )	15430
4	M.A. SEM – 1 & 2 ( 5550 + 4980 )	10530

Students in these courses are admitted on merit and first come, first serve basis. The curriculum of these courses has been completely designed by the college faculty as compared to curriculum of other courses funded by UGC & Gujarat Government. These unconventional and innovative courses, available nowhere in the region, were introduced here for which the government is not providing any aid. The

management of institution pays for the infrastructure and faculties. However the qualification terms & conditions of the service, salary & selection procedure of the staff remains the same. The fee structure of such Self-Financed Courses is different from the other programs and the students have to pay a slightly higher amount than the other courses. Their contribution is used to supplement the finances of the college.

**1.2.5 Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If ‘yes’ provide details of such programme and the beneficiaries.**

The college provides following additional skill oriented programmes, relevant to regional and global employment markets:

- SCOPE
- Tally
- Yoga Classes

The infrastructure, the learning resources and facilitators coupled with visits to industrial/corporate houses, exhibitions, hands-on work, workshops and lectures by professionals, all equip the students with the necessary skills to forge their way into the job market or setting up their own enterprises.

**1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice” If ‘yes’, how does the institution take advantage of such provision for the benefit of students?**

Although, the college is not provided with the Distance Mode of Education by the university, but it has face-to face mode of education for the students where they are provided with the flexibility to choose the courses/combination of their choice. The students of Arts, Humanities, Home Science and Commerce have diverse options in Languages, Social Sciences, Fine Arts and Economics.

**1.3 Curriculum Enrichment**

**1.3.1 Describe the efforts made by the institution to supplement the University’s**



**Curriculum to ensure that the academic programmes and Institution's goals and objectives are integrated?**

The following efforts are made by the institution to supplement the University's Curriculum to ensure that the academic programmes and Institution's goals and objectives are integrated:

- Apart from the teachings in prescribed syllabus, lectures on current affairs are delivered in the classes so that the students remain in sync with the changing world.
- Besides this, lectures on moral values are also delivered to the students by the faculty.
- While preparing the students for the challenges on the professional front, good care is taken that they never lose sight of moral values, professional ethics and the cultural values of their land, this is done through, Thought of the Day, Morning Assembly, Janchetna Rallies, Character Building Camps, Lectures, Seminars, Workshops on Personality Development and the numerous extension activities and other programmes of the college.
- Camps and Seminars like voter awareness, female literacy, prevention of Child Labour, Blood Donation Camp, and AIDS Awareness etc. organized from time to time under the banner of NSS to address the needs of society.
- Expert-lectures are also conducted in the premises to open new vistas for the students and the staff.
- Qualitative teaching-learning method is adopted with the help of computer & internet.
- Well-equipped laboratories with modern facilities are made available.
- ICT enabled library with best books, journals, magazines, e-resources is made available.
- Seminars, Symposia, Debates, Workshops on national level are organized from time to time.
- The college teachers sensitize their students on issues such as gender, inclusion, environment etc. by holding talks/discussion on the current affairs regularly in their classes.

**1.3.2 What are the efforts made by the institution to modify, enrich and organize the curriculum to explicitly reflect the experiences of the students and cater to needs of the dynamic employment market?**

- The curriculum of the existing courses are modified from time to time to meet the emerging national and global trends in consultation with Heads of Departments of Saurashtra University during the annual meetings of BOS (Board of Studies) incorporating the feedback from all the stakeholders.
- In addition to this, the institution incorporates UGC/ Saurashtra University/ Gujarat Govt/ AICTE guidelines for developing and restructuring the curriculum.
- While drafting curriculum of the professional, vocational and Add-on and other job-oriented courses, a proper care is taken by syllabus committee that syllabus is prepared in such a manner that it should enhance employability and incorporate entrepreneurial skills in students.

**1.3.3. Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?**

- The cross cutting issues such as gender, climate change, environment education, human rights are integrated in the curriculum by introducing them in the syllabus and are taught during undergraduate courses.
- A big number of ICT-based courses to promote the use of ICT and to prepare the student for the booming ICT Industry, local, national as well as global have been introduced.
- Our college also has a Nature & Gardening Club which is constantly working for the protection of the environment. The college has also taken the initiative of inviting NGOs for educational & cultural exchange and sharing of the know-how.
- Under the aegis of WEF (Women Empowerment Forum), the college sensitizes the women about their rights, status and identity. The forum through lectures by women of eminence tries to prepare them to live with dignity, facing the challenges of the patriarchal system.

- Seminars and workshops are organised on the various cross cutting issues. Through its various seminars, workshops, lectures and field visits, the girl students have been sensitized to the crippling conditions faced by the underprivileged sections of the society like orphans, jail-inmates, slum-dwellers, inmates of old age homes, mental hospitals, people hit by natural calamities etc.
- The prayer and the chanting of the National Anthem is a regular feature of the college. Other than the invocations, the assembly is a means of communication with the students regarding policy matters, important functions/competitions and above all a time to disseminate meaningful matters of life and living. Apart from classroom-teachings, the relevance of important days and events is reaffirmed like Youth Day, Women’s Day, English Awareness Week, Geeta Jayanti, Kalidas Jayanti, Vivekanand Jayanti etc.

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

- **Moral and ethical values**
- **Employable and life skills**
- **Better career options**
- **Community orientation**

The college offers various value-added courses/enrichment programmes to provide to the youth a kind of education that ennobles, embellishes and empowers them for a secure and resplendent future i.e women’s fair for English, Computer, Yoga, Dance, Hospitality, Home-Making, Designing, Paintig, Tailoring and Embroidery etc.

**Holistic Development of Students**

The objective of all the academic programmes of the college is to groom students in a manner that they become morally upright, professionally sound and socially responsible and competent enough to meet the challenges of the global market.

**Moral and Ethical Values**

While preparing the students for the challenges on the professional front, good care is taken that they never lose sight of moral values, professional ethics and the cultural values of the land. This is done through Thought of the Day, Morning Assembly, Jan Chetna Rallies, Character Building Camps, Lectures, and Seminars, Workshops on Personality Development and the numerous Extension Activities and other programmes of the college. The prayer and the chanting of the National Anthem is a regular feature of the college.

**Employable and Life Skills**

An ideal combination of professional, vocational, add-on and other job-oriented courses is available to the young women to enhance their employability & impart entrepreneurial skills needed for their business. More and more interdisciplinary courses are introduced to ensure optimum use of resources. For example, Tally, Yoga Classes etc.

In addition to these, courses for the needs of the local job market the students are trained for their writing skills, speaking skills, listening skills, reading skills, time management etc. For this very purpose, various enrichment programmes like Communication Skills, Computer Fundamental Courses etc. have been introduced as Add-On courses.

**Better Career Options**

For their better career options, the college organizes an orientation programme before the commencement of its academic session. This introduces the incoming students to various programmes, activities, facilities and the values of the institution. There is Career Counselling Centre which stays active and guides the students effectively. The placement and employment Cell of the college remains literally, on its toes to arrange out station visits for the benefit of the college students.

**Community orientation**

As far as community orientation is concerned, there is a very active Community Service Cell in the college that helps to inculcate the spirit of civic values

among the students. Visits to the orphanage and Old Age Home, Mental Hospital and the Deaf & Dumb School, Local Jails are organized from time to time. Students are also sensitised to various national problems & are given training to serve society with a human touch.

The college also has NSS unit which organizes various social welfare programmes. For instance, the NSS unit of the college organised a free Medical Camp and Blood Donation Camp at the village Navagam on 7<sup>th</sup> December, 2016. More than a hundred patients were examined and were given free medicines for their ailments. An awareness programme on female foeticide was also conducted in the college. The NSS & NCC of our college participated in various community services projects like polio drive, save water & electricity campaign and their participation in various medical camps speaks of their zeal for service and commitment to the social cause.

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

- In order to keep pace with the fast changing trends in the academic scenario, the teachers use the feedback from students, parents, employers and other stakeholders while designing new courses.
- The suggestions of the faculty have been incorporated in deciding the course content for various classes, in framing rules for youth festivals and sports tournaments and also in conducting examinations and evaluating papers.

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

The institution monitors and evaluates the quality of its enrichment programmes through constitution of various committees like Academic Council, Internal Quality Assurance Cell (IQAC), Grievance Redressal Cell, and Library Advisory Committee for improvement in the teaching method, completion of the course and various development initiatives to be taken. These suggestions/deliberations are forwarded to the head of the institution for needful action. The faculty members are associated with different advisory bodies like the Academic council/ Research council etc.

## 1.4 Feedback System

### 1.4.1 What are the contributions of the institution in the design and development of the curriculum prepared by the University?

The College is affiliated and governed by Saurashtra University, Rajkot and BKMNU, Junagadh and also with UGC, so in many cases, the curriculum has been designed by the College faculties and approved and finalised by the University and UGC with some variations.

- The college is a leader in streamlining the course content of various subjects according to the fast paced changes taking place in the world.
- Several enrichment and Add-On courses have also been introduced to explore the students' latent potential and harness the same to produce socially responsive, intellectually awakened, morally upright human beings committed to the task of nation-building in the globalized world.
- The college is a trend setter so far as the designing of new courses is concerned. Before the market catches us off guard, we have prepared new courses and introduced them with all the infrastructure, faculty and facilities. During the last five years, with the introduction of a number of new courses, the college has constructed and developed a huge infrastructure. e.g.
  - ✓ Multimedia Centre
  - ✓ Seminar Hall (a common seminar hall which is used by all the departments. This seminar hall is spacious enough to accommodate minimum 1500 students at a time.)
  - ✓ Reading Hall for scholars
  - ✓ Hi-tech Language & Communication Skills Lab
  - ✓ Computer Lab
  - ✓ Placement Cell

- ✓ Career Guidance Cell
- ✓ Research Center
- ✓ Multi Activity Room
- ✓ Computerized Library

Keeping pace with the fast changing needs of the society, the college keeps on introducing new courses and programmes and providing requisite infrastructure at a fast pace.

**1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If ‘yes’, how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/ new programmes?**

Yes, there is a formal mechanism to obtain feedback from students and stakeholders on curriculum.

The mechanism evolved for collecting feedback is the regular meetings of the bodies instituted for this purpose:

- **Students:** Students Council meetings are organized twice a year to get feedback from the students.
- **Alumni:** Twice a year, Alumni meets are organized when the old students of the college give feedback about the relevance and validity of their course in the job market
- **Parents:** They too are active participants in almost all the activities of the college. A healthy interaction with the parents is facilitated and encouraged from time to time.
- **Employers/ Industries:** The College gets feedback from Employers and Industries on a regular basis. Every department organises lectures, workshops and seminars to get feedback on curriculum from employers and industries concerning their areas at least twice in a year.

- **Academic Peers:** All state level, national and international workshops, conferences and seminars are organised by the faculty or attended by it, meetings of BOS (Board of Studies) and such other platforms provide an opportunity to the college to get fruitful feedback from peers.
- **Community:** Members of LMC, parents and leaders from every walk of life including Business Houses, Banks, Schools, Colleges, Universities, Income Tax Department, Insurance, Police Department, NGOs, Government agencies, Music, Dance, etc. are invited from time to time to get feedback regarding the curriculum.

The regular departmental meetings are the forum for analysing the feedbacks on curriculum. After thorough debates and discussion, the valid points are enlisted and forwarded to the University during its BOS (Board of Studies) meetings which are held annually.

Feedback received from all stakeholders is used internally for curriculum enrichment and introducing changes/new programmes. Syllabus Committee is formed to analyse feedback and decide whether there is need of curriculum enrichment or introducing changes or new programmes. Thereafter, it consults experts from various universities and colleges and chalks out a blueprint which is sent to the college academic council for consideration. Thereafter, it is forwarded to the University Academic Council for consideration. Finally, it is sent to the University Syndicate for implementation.

**1.4.3 How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes?)**

Pursuing its policy of introducing subjects and courses suited to the latest market trends, the college introduced the following new programmes and created the requisite infrastructure for them during the last four years and updated almost all the existing ones during the same period.



NO.	NAME OF THE COURSE / TRAINING
1	M.S.W.
2	M.A.
3	M.COM.

**Rationale for introducing new courses/programmes**

- The innate temperament and special abilities of women is taken into consideration while designing and introducing a new programme.

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

**CRITERION II: TEACHING-LEARNING AND EVALUATION****2.1 Student Enrolment and Profile****2.1.1 How does the college ensure publicity and transparency in the admission process?****Publicity in the admission process**

- Before the commencement of the new academic session the prospectus is made available to the students. All relevant information regarding the admission procedure, infrastructure, fee & scholarships, various activities of the college, achievements of the students in academic as well as sports and other activities is conveyed through the prospectus.
- The college has its own website from where students can gather information regarding the college. E-mail queries, if any, are responded to promptly.
- Advertisements in the local newspapers and local channels of the TV are also helpful during the admission.
- In all important functions, the Principal transmits the same information to the audience.
- Huge Billboards fixed at strategic points on the campus and the boundary walls of the college building also serve the purpose.
- The teams of teachers personally visit schools in the neighbouring areas to publicise the achievements, infrastructure, courses available and the related facts of the college.

**Transparency in the Admission process**

- To ensure transparency in the admission process, for all the courses, applications are invited in advance, a merit list is prepared and a waiting list is also put up. Admission to every course is conducted under the supervision of admission committees of various courses constituted for the purpose.
- The Career Counselling Cell is always there for the help of the candidates. Admission registers of all the classes are prepared where details, such as, the student's name, father's name, allotment of timetable, section, pass percentage, remarks as to student's preferences of period especially in the case of the village

students, are entered. This record is available to any candidate to scrutinize, in case of any doubt.

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

Depending on types of courses, the following criteria and process of admission are adopted:

- Students for the general courses like B.A., B.Com., and B.C.A are selected on merit cum first-come-first-served basis depending upon the number of seats available. The Counselling Cell of the college guides the aspirants for professional courses to make their choice according to their aptitude and ability. When the number of applicants exceeds the number of seats available, followed by interviews.
- The number of seats for vocational courses is limited. So the college has to depend on merit cum first-come-first-serve policy.

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

The minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college is 38.22% and 86.60% respectively.

**Minimum & Maximum Percentage of Marks for Admission**

Programme	Min. %	Max. %
B.A. I	38.22	81.67
B.A. II	40.80	81.50
B.A. III	54.44	86.10
B.Com. I	40.90	86.60
B.Com. II	57.56	83.80
B.Com. III	45.60	81.80

B.C.A. I	40.33	77.69
B.C.A. II	46.33	72.70
B.C.A. III	43.44	79.80
M.A. I	44.45	77.00
M.A. II	48.00	71.25
M.COM. I	45.00	72.00
M.COM. II	46.00	72.40

**2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If ‘yes’ what is the outcome of such an effort and how has it contributed to the improvement of the process?**

Yes, there is an Admission Committee, a Career Counselling Centre and a Placement Cell to review the admission process and student profiles annually. Admission coordinators and supervisors are appointed to facilitate the admission process.

The outcome of such an effort results in bringing about transparency, streamlining and systematizing the admission process, following up of reservation policy strictly as per provision of the government and selection of meritorious and disciplined students from the weaker sections.

**2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion**

- SC/ST
- OBC
- Women
- Differently abled
- Economically weaker sections
- Minority community
- Any other

The admission policy of the institution and its student profiles demonstrate/reflect the national commitment to diversity and inclusion by adopting the following strategies to increase/improve access for following categories of students

- **SC/ST**
  - ✓ There is a provision of Gujarat Government Scholarship for them at the time of admission.
- **OBC**
  - ✓ Free books and financial assistance are provided to students from OBC.
  - ✓ There is a provision of Gujarat Government Scholarship for them at the time of admission.
- **Women**
  - ✓ Shri M. M. Ghodasara Mahila Arts and Commerce College being an all women college and its objective being women empowerment, every effort is made to prepare women for their various roles and responsibilities in the ever changing world.
  - ✓ They are given the benefit of fees concession as per government norms.
  - ✓ They are well equipped for the tough competition in the global market to prove to the world that if not superior to their male counterparts, they are not inferior in any way.
- **Differently Abled**
  - ✓ Timetable is set and rooms are allotted to them keeping in view their convenience.
  - ✓ Polio-afflicted students are allotted their time-table in such a manner that their classes are held on the ground-floor.
  - ✓ Students with speech disorders are counselled by the Department of Psychology which aids to cure their disability.
  - ✓ Reservation in admission is done for the differently abled students as per government rules.
  - ✓ Students with personality disorders are also treated by the same department and the results are very satisfying.
- **Economically weaker sections**
  - ✓ Free ships and other concessions are available to them.
  - ✓ Even candidates with low percentage are accepted, if seats are available.

- **Minority community**
  - ✓ Free books and financial assistance are provided to students of minority community.
  - ✓ There is a provision of Gujarat Government Scholarship for them at the time of admission.
- **Any other**
  - ✓ Sports Personnel: Interviews and written tests are waived off in their case.
  - ✓ Admission rules are relaxed for students who have won recognition in debates, declamations, fine arts etc. and liberal concessions are given depending on their merit.

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

During the last four years, the college has offered the following various programmes in sync with the current global competencies:

PROGRAMMES	NUMBER OF APPLICATIONS				NUMBER OF STUDENTS ADMITTED				DEMAND RATIO			
	2013-14	2014-15	2015-16	2016-17	2013-14	2014-15	2015-16	2016-17	2013-14	2014-15	2015-16	2016-17
UG & PG (TOTAL)	2141	2200	2260	2365	2141	2200	2260	2365	1	1	1	1
SC	77	91	106	141	77	91	106	141	1	1	1	1
ST	24	29	25	24	24	29	25	24	1	1	1	1
OBC	548	617	694	837	548	617	694	837	1	1	1	1
HANDYCAPPED	04	07	02	01	04	07	02	01	1	1	1	1
MINORITY	00	20	29	29	00	20	29	29	00	1	1	1
OPEN	1488	1436	1404	1333	1488	1436	1404	1333	1	1	1	1

Overall trend in admission is mounting because of availability of qualified teachers, infrastructural facilities, student-centric teaching-learning process and transparent and good governance. The admission committee, admission coordinators and supervisors initiate appropriate action for improvement in the admission process by:

- Making teaching and learning student-oriented and adding to infrastructure.
- Introducing new programmes keeping in view local as well as global demands.
- Providing new elective options to allow students to choose amongst even more options.
- The college also offers other vocational courses like English Language Training, Computer Fundamentals, Yoga, Dance, Embroidery etc.

## **2.2 Catering to Diverse Needs of Students**

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

- The college makes best possible efforts to address the needs of differently-abled students.
- Polio-afflicted students are allotted their time-table in such a manner that their classes are held on the ground-floor.
- Students with speech disorders are counselled by the Department of Psychology which aids to cure their disability.
- Moreover, students with personality disorders are also treated by the same department and the results are very satisfying.
- Special ramp has been made available at the entrance gate and in the library for physically challenged students.

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

The institution assesses the students' needs in terms of knowledge and skills before the commencement of the programme by taking the following measures:

- The college conducts written tests and interviews wherever required to assess skills of students.



- The admission committee holds talks/discussions with students regarding their aptitude/interest and suggests them subjects keeping their aptitude/interest in view.
- The admission committee also refers students to subject experts for comprehensive advice as and when required.

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

To bridge the knowledge gap of the enrolled students and to enable them to cope with the programme of their choice, the following strategies are drawn and deployed by the institution:

- Slow learners are identified.
- Peer learning is encouraged in a sense that meritorious students are asked to help the slow learners.
- Remedial classes are organised for such slow learners.
- Some students, if need be, are guided to take coaching from specialists in the field.
- They are referred to the counselling cell which diagnoses their problem and suggests psychological steps especially in cases of acute stress, depression, low self-esteem etc.
- Simplified versions of books are recommended to them.
- Teachers resort to code-switching so that such students understand the gist of their lectures.
- Certain Add-on courses like English Language Training, Computer Fundamentals, Yoga, Dance, Embroidery etc. are introduced to hone their skills.

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

The college sensitizes its staff and students on issues such as gender, inclusion, environment etc. by taking the following measures:

- The college organizes lectures from scholars on such issues.
- Women Empowerment Forum has been formed for gender-oriented sensitization.
- NCC and NSS units of the college sensitize staff and students on environment and various socio-cultural issues.

- The college teachers sensitize their students on issues such as gender, inclusion, environment etc. by holding talks/discussion on the current affairs regularly in their classes.
- Debates and elocution competitions on such issues have been organized in the college every year.
- Staff and students are sensitized on various burning issues during morning assembly.

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

The institution identifies special educational/learning needs of advanced learners through direct interaction with advanced learners and on the basis of feedback of the teacher concerned. The institution responds to their special educational/learning needs by taking following measures:

- Special books of more advanced level are recommended to them.
- Liberal library facilities are allowed to them. They can get any number of books issued.
- Time Table is also framed, keeping their convenience in mind.
- Special coaching classes are organised to remove their doubts and difficulties.

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

The college collects data and information on the academic performance of the students at risk of drop out, from class tests. Such data is used to make strategies to improve the academic performance of the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections and minimize their dropout rate by taking following measures:

- **Disadvantaged sections of society**
  - ✓ Liberal fee concession, free books are provided.
  - ✓ There is a provision of Gujarat Government Scholarship for them at the time of admission.
  - ✓ Free books and financial assistance are provided to students from OBC.

- **Physically challenged**
  - ✓ Time Table is set and rooms are allotted to them keeping in view their convenience.
  - ✓ Polio-afflicted students are allotted their time-table in such a manner that their classes are held on the ground-floor.
  - ✓ Students with speech disorders are counselled by the Department of Psychology which aids to cure their disability.
  - ✓ Students with personality disorders are also treated by the same department and the results are very satisfying.
- **Economically weaker sections**
  - ✓ Free ships and other concessions are available to them.
  - ✓ Even candidates with low percentage are accepted, if seats are available.
  - ✓ Free books, scholarships, student welfare fund and financial assistance are provided to students of minority community by college trust and management and teachers.
  - ✓ Liberal concessions are given depending on their merit.
- **Slow learners**
  - ✓ Peer learning is provided.
  - ✓ Remedial classes are organised for such slow learners.
  - ✓ Their daily homework is checked to monitor their progress.
  - ✓ They are guided to take coaching from specialists in the field.
  - ✓ They are referred to the counselling cell, which diagnoses their problem and suggests psychological steps, especially in cases of acute stress, depression, low self-esteem etc
  - ✓ Simplified versions of books are recommended to them.
  - ✓ Special tests are conducted for them.
  - ✓ Teachers resort to regional languages (Hindi & Gujarati) so that such students understand the gist of their lecture.

## 2.3 Teaching-Learning Process

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

All the Heads of Departments, in consultation with all faculty members, schedule an academic calendar before the commencement of the session. The course content is split into two terms i.e. (June-November, December-May) keeping in mind the convenience of the learners. It is ensured that institution moves from easy to difficult, familiar to unfamiliar and at a pace that is easy for learners to maintain.

### **Teaching plan**

- Every teacher draws his/her teaching plan, broadly taking into consideration, the ability of his/her students. These plans are reviewed and rechecked, if need be.
- The academic calendar and individual teaching plans are meant for broad reference.
- The teachers also hold classes during the reading and vacation breaks, holidays as well as Sundays, if need be.

### **Evaluation Blue print**

- Oral and written class tests are scheduled weekly and at the end of the chapters or units.
- Besides these class tests, two house tests are conducted internally before the final examination conducted by the university.

#### **2.3.2 How does IQAC contribute to improve the teaching-learning process?**

IQAC contribute to improve the teaching – learning process by:

- Planning for new courses at UG.
- Introducing more teaching aids to improve the teaching-learning process and encourage innovative practices.
- Organizing more students' seminars, workshops etc. to spread awareness on academic and social issues.
- Improving the system of teachers' evaluation by students with respect to improving the overall quality of the college.
- Enhancing the infrastructural facilities in terms of space, equipments, laboratories, libraries etc.
- Upgrading the syllabus according to quality demands and placement opportunities.

- Facilitating support for inter-disciplinary programmes, faculty development programmes and research activities.
- Documenting various programs and activities leading to quality improvement

**2.3.3 How learning is made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?**

At the college, students have always been the centre of all its academic and co-academic endeavours. All possible efforts are made to ensure their fullest growth and development in a safe and congenial environment. Right from the time a student enters the portals of the college, she is guided, counselled, inspired, motivated, corrected and her energies channelized in the best possible manner. Admission Committee, Career Counselling Cell, Department of Psychology for stress-management, remedial classes, talent hunt programmes, concessions, aids, awards, incentives, special classes, tutorials and infrastructure of international standards are meant to groom them & prepare them for the global job market as well as national market as morally upright, socially responsible, & professionally sound human resource.

The support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students are audio-visual aids, tutorial, library, remedial coaching, projector & computer-based teaching-learning method and smart classrooms, air-conditioned libraries, laboratories and reading rooms.

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

- The college provides open access to educational and life-long learning opportunities by inculcating healthy habits like, discipline, leadership, entrepreneurship etc. thereby contributing to the social, cultural, and economic development of our region.
- Lifelong learning is ensured with the help of giving the duties during the function organized by clubs, societies, arrangement of events like trade fair every year.
- Lifelong learning is ensured by providing moral education to them through the Thought of the Day in the class rooms.

- The college offers programs and extensive career-technical education, and basic skills education and adequate infrastructure where students are provided opportunities to practice and improve critical thinking, effective communication, quantitative reasoning, information competency, community and global awareness, self-efficacy, and workplace skills.
- Students are assigned with various creative tasks, such as report-writing, press release, speaking on current issues in the Morning Prayer and questioning resource persons etc. during lectures, seminars, workshops etc.
- The college arranges different awareness programmes like women literacy, women rights, anti-dowry, environmental, health, save water, spiritual, yoga, disaster management etc.
- The college organizes students' seminars, debates, elocution, essay writing competitions etc.
- The college arranges guest-lectures from scholars and orators in and around Junagadh.
- The college arranges academic discourses, sports and cultural activities.
- The college library subscribes to newspapers, journals, periodicals and magazines.

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

The following technologies and facilities are availed and used by the faculties for effective teaching:

- The faculty uses computerized library for effective teaching.
- Being a member of UGC-approved INFLIBNET N-LIST Programme, the faculty can access a wide range of e- journals and e- books.
- The faculty makes use of alphabetic indexing available through INFLIBNET N-LIST Programme.
- The faculty can access JSTOR collection of e-resources available through membership of INFLIBNET.
- The faculty has an access to well-equipped laboratories and library.
- The faculty has an access to Research Centre of the college.

- The faculty has an access to separate AC reading room in library, computer labs and language labs for e-learning resources.
- The faculty can access smart class rooms and language labs for ICT enabled teaching-learning method.
- The faculties are provided cordless microphones to deliver lectures in large class rooms.
- The faculties are provided with the electronic podium on some occasions.

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

In order to expose the students and faculty to advanced level of knowledge and skills, the college takes up the following initiatives:

- Seminars and guest lectures are organised on regular basis by all the departments to update their knowledge. This helps them gather information about the latest developments in their fields.
- Students are assigned with various creative tasks, such as report-writing, press release, questioning resource persons etc. during seminars, workshops etc.
- Some of the departments like English, Economics, Commerce, and Computer Science etc. organise industrial visits and study excursions to acquaint the students with the changes taking place in their stream.
- The college library has subscribed to various journals related to different subjects. Some of the online resources like INFLIBNET is also subscribed to by the college. In addition to this, books and magazines are purchased by the college on regular basis for knowledge upgradation.
- Newspapers and Internet are used on daily basis to keep track of the latest advancements in a particular field.
- Keeping in mind the advancements in information technology, the college has moved ahead of its peers by using computers and internet to teach most of the subjects. The college boasts of state of the art English, Home Science and Computer laboratories equipped with internet. Students are encouraged to use these facilities and for that purpose a computerized library has also been established in the college.

- Seminars on burning topics are organized from time to time in the college. Prominent scholars and people from corporate circles are invited to exhibit their pedantry for the benefit of the students.
- The institution conducts industrial visits and study excursions to develop the interest of students in their respective subjects.

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

Given below is detail on the academic, personal and psycho-social support and guidance services provided to students:

- Academic support is provided to students by:
  - ✓ Advising them to choose stream.
  - ✓ Providing them Remedial classes.
  - ✓ Guiding them to take coaching from specialists in the field.
- Personal and psycho-social support is provided to students by:
  - ✓ By providing students an accident insurance of Rs. 3, 00,000/- free of cost.
  - ✓ Addressing & sorting out their problems (by the senior most teacher and Students Council).
  - ✓ Providing them financial help in the form scholarships, free ships etc.
  - ✓ Managing stress (by the Department of Psychology).
  - ✓ Diagnosing their problem and suggesting psychological steps especially in cases of acute stress, depression, low self-esteem etc (by counselling cell).
- Guidance services are provided to students by:
  - ✓ Giving them counselling /mentoring/ advice to participate in sports and cultural and co-academic activities at university, state & national and international level.

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

The following innovative teaching approaches/methods have been adopted by the faculty during the last four years:



- Illustrating through examples or experiments, particularly by faculties.
- Teachers employ collaboration to assess student's abilities to work as a team, leadership skills, or presentation abilities by conducting group projects and discussions etc.
- Newer teaching methods, such as, television, CD players, computer, and other modern devices are also used.
- The filmed dramas and novels are also shown to students in the labs.
- Introduction of smart boards and the impact of such innovative practices on student learning lie in their being enthused into smart classrooms and participate interactively.
- Hi-Tech Cordless Microphones, Digital Boards and Electronic Podium are used by faculty members in classrooms of large number of students.

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

The library resources are used to augment the teaching-learning process in the manner below:

- The college library has subscribed to various journals related to different subjects. Some of the online resources like INFLIBNET is also subscribed to by the college.
- Books and magazines are purchased by the college on regular basis for knowledge upgradation.
- Newspapers and Internet are used on daily basis to keep track of the latest advancements in a particular field.
- A new Reading Room furnished with tables, chairs and counters has been created for the students.
- A separate periodical section has been created in the library.
- A Book Bank has been functioning in the college, providing books to underprivileged students. The Book Bank is managed by a committee of teachers and library volunteers.
- Special help is rendered to students preparing for competitive exams.
- Old question papers of House tests and final exams in all the subjects are made available to the students.
- Copies of syllabi prescribed by the university, with question-wise division of marks etc. are also available to students for ready reference.

- Library is opened even in holidays for the preparation of youth festivals, debates etc.
- The library staff members keep the faculty and the students updated regarding its latest acquisitions.
- The new titles are displayed on the display boards at the entrance of the library.
- The information regarding new arrivals is also given through the college notice board.

**2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If ‘yes’, elaborate on the challenges encountered and the institutional approaches to overcome these.**

- Periodic review of the syllabus is conducted by the Heads and the Principal to keep pace with the university calendar and examination schedules. The teachers face a challenge in completing the curriculum within the planned time frame and calendar. However, they are given extra lectures to complete the curriculum before the commencement of semester exams.
- Some of the students are from remote, rural and downtrodden and less privileged classes. To hone skills and develop holistic personality of these students, the institution faces challenges. However, the teachers encourage such students to participate in co-curricular and extra-curricular activities. The college takes special classes of such students during Diwali and summer breaks, gazetted holidays and even Sundays and other times convenient to them during the whole session.
- The institution faces problem in the case of slow learners. By providing them remedial classes, the institution overcomes the problem.

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

The institute monitors and evaluates the quality of teaching learning through IQAC which collects feedback from all stakeholders and on the basis of such feedback, monitors and evaluates the quality of teaching learning. Besides, the college Grievance Redressal Mechanism also takes care of the quality of teaching learning.

**Quality of Teaching:** It is monitored through feedback from the students. Their quality is also checked by API (Academic Performance Indicators) score. The

performance is evaluated and corrective measures are discussed with the concerned faculty.

**Teaching Methods:** Training programmes are organized for effective ICT enabled skills.

**Classroom environment:** Well suited ambience for learning. Learning activities and a variety of teaching methodology make the class room environment live.

**Student Performance:** The performance is monitored through tests, Seminars, and assignments. There is a marked improvement from the entry level in student performance by way of academic knowledge and soft skills. To monitor & evaluate the quality of teaching learning, the institution through the IQAC/Principal monitors the Teaching plan of faculty. To evaluate teaching activities, the students are asked to give their feedback about teaching-learning process of each teacher. Feedback form is collected from the student and they are analyzed. Slow learners are taken care by conducting remedial classes.

## 2.4 Teacher Quality

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

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
<b>Permanent Faculties</b>							
D.Sc./D.Litt.	-	-	-	-	-	-	-
Ph.D.	-	-	04	02	01	02	09
M.Phil.	-	-	-	-	-	01	01
P.G.	-	-	03	03	-	02	08
<b>Temporary Faculties</b>							
Ph.D.	-	-	-	-	01	02	03
M.Phil.	-	-	-	-	-	-	-
P.G.	-	-	-	-	01	05	06

The regular faculty is employed strictly as per UGC and University rules and conditions. The same eligibility conditions apply on part time and visiting faculty. The college provides pay scales as per UGC rules and security of service to the faculty and other staff who have desired qualifications, knowledge and skills. Contractual-basis appointments for three years are done by college management. Those who are employed on visiting and contractual basis are offered better pay scales and assurance of job. They are continued in the coming sessions and where required the faculty on contractual basis is offered permanent employment. In some cases additional increment is also paid to a candidate with good skills and qualification.

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

- The college has the freedom to provide competent faculty to the students as per the demands of respective courses. The college regularly appoints temporary/visiting staff in addition to the permanent and contractual staff to fulfil its responsibility towards the students. The college generates its own funds from self-financing courses and through matching share to pay salary to the uncovered staff.
- To cope with the growing demand, the institute sends the faculty members to participate in the training programmes/workshops to equip them with the current knowledge in the field of research, curriculum, ICT etc. Following faculty members of the college have attended the said programmes.

No.	Name Of The Training Programmes	Organizer	Date	No. Of Participants
1	Refresher Course	S.P. University – V.V. Nagar	2/6/2012	01
		Saurashtra University	26/2/2014	03

2	<b>Short Term Course</b>			14
	STC	S.P.Uni., V.V.Nagar	29/7/13 to 03/08/13	
	Classroom Teaching Technologys	Academic staff college Saurashtra University Rajkot	25 to 31 August, 2014	
	class room teaching techonology	Sau.Uni. Rajkot	25/08/2014 to 31/8/2014	
	New Directives of the API	Saurashtra University- Rajkot	03/10 /2016 to 09/10/2016	
	Film and Media Studies	Academic Staff College,Sau.University Rajkot	03/10/16 to 9/10/16	
	STC	Academic staff college,Sau.Uni.Rajkot	Nov.24, 2014 to Nov.30,2014	
	STC	Academic staff college,Sau.Uni.Rajkot	Sep.21st,2015 to Sep.27 th,2015	
	STC	ASC, Sau.Uni Rajkot	24/11/2014 to 30/11/2014	
	STC	ASC, Sau.Uni Rajkot	25-01-2016 to 31-01-2016	
	STC	ASC, V.V.Nagar.	15/9/14 to 20/9/14	
	STC	ASC, V.V.Nagar.	17/8/15 to 22/8/15	
	STC	Sau. Uni., Rajkot	21/10/2013 to 27/10/2013	
	Short Term Course	Academic Staff College, H. P. Uni. Shimla	29/7/2013 to 3/8/2013	
	Promotion of Culture Of Quality through Research STC	J.K.M. College, Junagadh	21/22/23/-3- 2013	

3	<b>Orientation Programme</b>			03
	Orientation Programme	Academic Staff College, H. P. Uni. Shimla	03/03/14 to 30/03/14	
	Orientation Programme	ASC, Guj. Uni. Ahmedabad	11/11/2013 to 08/12/2013	
	Orientation Programme	Saurashtra University- Rajkot	03/03/2014 to 30/03/2014	
4	<b>Workshop</b>			11
	Promotion Of Culture Of Quality Through Research Workshop	J.K.M. B. Ed. College- Junagadh	21 to 23/03/2013	
	Promotion of Culture of Quality through Research	J.K.M.B.Ed. College Junagadh	21/03/2013 to 23/03/2013	
	Promotion of culture of quality through Research	J.K.M. B.Ed. College Junagadh.	21 to 23 March, 2013	
	Workshop	J.K.M., Junagadh	4 <sup>th</sup> January 2013	
	Workshop	Shri K.O. Shah Muni.College, Dhoraji	17 <sup>th</sup> February 2013	
	Workshop	Sau.Uni.Rajkot	22 <sup>nd</sup> March, 2016	
	Workshop	Junagadh	8 <sup>th</sup> & 9 <sup>th</sup> January,2017	
	Workshop	Gandhinagar	17/02/2013	
	Research Methodology Workshop	J.K.M. & K.C.G.- Junagadh	21/03/2013 to 23/03/2013	
	Workshop (I.Q.A.C.)	NFDD Sau. Uni., Rajkot	8/4/2017	
5	<b>Faculty Development Program</b>			12
	faculty Development	Shri M.M. Ghodasara Mahila College Junagadh.	24/06/2013 to 10/07/2013	

	Comp Skill Dev. Work	Shri M.M. Ghodasara Mahila College Junagadh.	24/06/2013 to 10/07/2013	
	Computer Skill Development Workshop	Shri M.M. Ghodasara Mahila College Junagadh.	24/07/2013 to 10/07/2013	
	Computer Skill Development Workshop	Shri M.M. Ghodasara Mahila College Junagadh.	24/6/2013 to 10/7/2013	
	Computer Skill Development	Shri M.M. Ghodasara Mahila College Junagadh.	24 June to 10 July/15days	
	Computer Skill Development Workshop	Shri M.M. Ghodasara Mahila College Junagadh.	24/6/2013 to 10/7/2013	
	FDP on Learning Design	R.K.Uni., Rajkot	11/ Mar/2017	
	FDP on Mobile Application Development Using Android	Shri M.M. Ghodasara Mahila College Junagadh.	8 – 9 Sept. 2013	
	Computer Skill Development Workshop	Shri M.M. Ghodasara Mahila College Junagadh.	24/6/2013 to 10/7/2013	
	Workshop (FDP)	Junagadh	June 24 to July 10,2013	
	Computer skill Development workshop	Shri M.M. Ghodasara Mahila College Junagadh.	24/6/2013 to 10/7/2013	
	Computer Skill Development Workshop	Shri M.M. Ghodasara Mahila College Junagadh.	24/06/2013 to 10/07/2013	
6	<b>Faculty Improvement Program</b>			08
	New Directives of the API	UGC & HRD Centre Sau. Uni.	01/08/2016 to 07/08/2016	
	Research Methodology	UGC & HRD Centre Sau. Uni.	20/03/2017 to 25/03/2017	
	New Directives of the API	UGC & HRD Center Sau. University, Rajkot	01/08/2016 to 07/08/2016	
	Faculty Improvement Programme	UGC & HRD Center Sau. & BKNMU Rajkot/Junagadh	20/03/2017 to 26/03/2017	

	FIP	Junagadh	March 20,2017 to March 26, 2017	
	New Directives of the API	UGC & HRD Center Sau. University Rajkot	1 <sup>st</sup> August,2016 to 7 <sup>th</sup> August 2016	
	FIP	Sau. Uni. & BKNM Uni., Rajkot & Junagadh	20/03/2017 to 26/03/2017	
	New Directives of the API	UGC & HRD Center Sau. University Rajkot	1 <sup>st</sup> August,2016 to 7 <sup>th</sup> August 2016	
7	<b>Others</b>			13
	Promotion of culture of quality through Research	JKM – Junagadh	21/03/2013 to 23/3/2013	
	Ph.D. Training Course	Sau. Uni. Rajkot	15 Oct. TO 2 Nov. 2012	
	Beyond Chalk and Talk	Commerce Department Sau Uni. Rajkopt	3/12/2016 to 5/12/2016	
	Role of IQAC in accredited Institutions	NFDD Auditorium, Sau. Uni Rajkot	8/4/2017	
	Training for NSS Programme Officer	Gujarat Vidyapith- Ahmedabad	24/09/2012 to 30/09/2012	
	NSS Programme Officer Training	Palitana	01/09/2012 to 02/09/2012	
	Social Harmony, National Unity and Human Rights for NSS Programme Officers	HCM RIPA- Jaipur	28/01/2013 to 03/02/2013	
	Promotion of culture of quality through Research	J.K.M., Junagadh	21 to 23/3/2013	
	NSS Programme Officer Training	Bavnath, Junagadh	29/09/2014 to 30/09/2014	



	Ph.D Training Course	Dept. of Physical Education, Sau. Uni., Rajkot	26/11/2015 to 06/12/2015 12Days	
	Special Summer School (SSS)	Sau. Uni., Rajkot	09/07/2012 to 29/07/2012	
	Sanskrit wikipedia parichay – apexach	Sau. Uni., Rajkot	24/9/2012	
	ICT in University	Sau. Uni., Rajkot	25/7/2012	

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

The following staff development programmes were organized during the last four years:

**a) Nomination to staff development programmes**

<b>Academic Staff Development Programmes</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
Refresher courses	2	1	3	1
HRD programmes	3	2	1	1
Orientation programmes	2	4	3	3
Staff training conducted by the university	3	3	2	2
Staff training conducted by other institutions	1	1	3	2
Summer/winter schools, workshops, etc.	3	2	2	2

**b) Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching learning.**

On the issues such as handling new curriculum, content/knowledge management, selection, development and use of enrichment materials, assessment, teaching learning

material development, selection and use, heads of departments provide informal orientation to their newly-recruited staff. Regarding use of audio visual aids/multimedia etc, they are sent to Computer Science Department for training as to operate ICT tools.

c) **Percentage of faculty**

faculty	Percentage					
	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17
Invited as resource persons in Workshops / Seminars /Conferences organized by external professional agencies	3	3	2	5	2	1
Participated in external Workshops / Seminars /Conferences recognized by national/ international professional bodies	4	3	4	2	2	2
Presented papers in Workshops / Seminars /Conferences conducted or recognized by professional agencies	2	3	3	4	3	2

**Strategies adopted by the institution in enhancing the teacher quality.**

- The college organizes Workshops/ Seminars/ Conferences for enhancing the teacher quality.
- The college Computer Science Department provides informal orientation to their newly-recruited staff regarding use of audio visual aids/multimedia etc
- The college provides pay scales as per UGC rules and security of service to the temporary/adhoc staff who have desired qualifications, knowledge and skills.
- The temporary/adhoc staff is made to continue working in the coming sessions.
- Where required, the faculty on contractual basis is offered permanent employment.
- In some cases additional increment is also paid to a candidate with good skills and qualification.

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

- The college encourages research aptitude among teachers and students in all possible ways. There is a Research Promotion Cell which motivates the teachers for academic advancements, and helps them to apply to UGC for fellowships.
- The scholars are given the study leave and they are provided with substitute teachers for their classes.
- Adjustments are made in their time table and they are exempted from co-curricular and cultural work of the college.
- The college also provides seed money for the research projects taken on behalf of the college.
- The college faculty also guides minor/major research projects in Arts, Commerce and Home Science.
- Teachers are also granted duty leave and TA/DA.
- The management is committed to promote research or otherwise ensure professional development of the faculty.
- All faculties of the college participate and present their research papers in Seminars/ Conferences/ Workshops of State, National, International level by rotation and maximum number of teachers are facilitated to attend such programmes outside the college.

**2.4.5 Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.**

There is no faculty who has received any award /recognition at the state, national and international level for excellence in teaching during the last four years.

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

The college has developed a multi-pronged mechanism for the evaluation of teachers by students.

### **Evaluation of teachers by the students**

- The student council of the college keeps the Heads of Departments & the Principal updated about the performance of the teachers.
- There is a suggestion box where the students can drop their complaints, if any. The contents of the box are analysed on a monthly basis & suitable measures taken to redress the grievances.
- A performa designed according to UGC & NAAC instructions is also used annually to get students' feedback on teachers.
- During the term-wise meetings of departments, the feedback is analysed and passed on to the Principal who, in turn, sends deficient teachers for training, refresher courses or orientation programmes. Such teachers are guided to seek help from their seniors.

### **Evaluation of teachers by the external Peers**

External peers in the form of visiting Professors and experts come in the college during Workshops/Seminars/Conferences. Some of them interact with teachers and convey their opinion about them to their heads. This leads to an informal evaluation of teachers by the external peers.

### **Evaluation used for improving the quality of the teaching-learning process**

Such evaluation goes a long way in improving the quality of the teaching-learning process in a sense that a teacher comes to know about his/her strengths and shortcomings and improve his/her shortcomings & even better his/her strengths. In case, the teacher remains reluctant, he is sacked.

## **2.5 Evaluation Process and Reforms**

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

To ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation process; the institution takes the following measures:

- The evaluation methods are communicated through the Prospectus, Notice Board, and Morning Assembly and even through announcements in the class rooms.
- The progress of the students is monitored by the teachers through class tests, written assignments, oral tests, group discussions & interactive sessions.
- If a student falls short of lectures, the parents are intimated & requested to discuss the matter with the HODs/ Principal personally.

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

**Evaluation Reforms initiated by University:**

- Semester system has replaced annual examination method in all UG classes.
- Table-marking has been introduced to ensure fair evaluation.
- An external invigilation system has been introduced by the university to check the menace of copying.
- Bar-coding has been done on the answer sheets of the university exams.

**Evaluation Reforms initiated by the institution on its own:**

The college is ceaselessly engaged in improving its systems to foolproof them. Following reforms have been initiated recently in the evaluation system:

- To bring uniformity in marking scripts marked by fresh recruits, the scripts are scrutinized by seniors randomly and anomalies are pointed out to them.
- Special tests for advanced and slow learners are arranged.
- Assignments-based internal assessment is taken in all courses.
- Practical projects and field projects are assigned to students and are evaluated accordingly.
- Answer sheets of the Internal Tests are delivered to and discussed with students so that they are assured that no partiality or favouritism has crept into evaluation and, thus, they are accorded opportunity to check their total score and impartial evaluation of their answers as well.

**2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?**

The institution ensures effective implementation of the evaluation reforms of the university and those initiated by the institution on its own through Academic Council & IQAC.

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

The following formative and summative evaluation approaches are adopted at curricular, co-curricular and extra-curricular front to measure student achievement:

**Formative Assessment**

The semester system is followed in the university which is affiliated to Saurashtra University as well as BKNMU. We follow the evaluation patterns as per the guidelines of the university. The internal assessment marks are considered as a strict means of evaluation of students and is awarded based on their performance in assignments and Multiple Choice Questions Test.

The evaluation methods are communicated to the students well in advance in the beginning of the year. The schedule and academic calendar with list of dates of internal exams are displayed on the notice board regularly. The internal assessment marks are displayed on the notice boards regularly. The evaluation methods are communicated to teachers at every staff meeting conducted by the IQAC. Parents are informed about the evaluation methods at the parents meeting held during the orientation program at the beginning of the course.

**Summative Assessment**

Summative Assessment takes place at the end of the academic session which is conducted by the university.

**1. Co-curricular front (debates, elocution, quiz)/ Extra-curricular front (Cultural level)**

**Formative evaluation approaches**

- Talent Hunt is organized.
- Students selected in Talent Hunt are trained.

**Summative evaluation approaches**

- Trained students appear in competitions at district, state, and national level.

**3. Extra-curricular front (Sports level)****Formative evaluation approaches**

- Sports Trials are conducted.
- Students selected in Sports Trials are trained.

**Summative evaluation approaches**

- Students trained appear in competitions at district, state, and national level.
- The institution has the following major student achievements in co-curricular, extra-curricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years:

**Major Student Achievements (2012-13)****1. Co-curricular & Extra curricular Achievements****Sports :**

- Following students participated in university and inter-university level:

No.	Game	No. of Players Participated at Dis. Level	No. of Players Participated at Uni. Level	No. of players participated at state level	No of players participated at national level	Achievements
1	Soft Ball	00	13	00	03	Uni.Runners up
2	Table Tennis	04	03	00	00	Dist. Champion
3	Chess	05	02	00	00	Dist. Champion
4	Volley Ball	12	12	03	00	-
5	Kabaddi	00	09	00	00	-

6	Basket Ball	12	00	05	01	Dist. Level Runners Up
7	Kho Kho	00	12	00	01	-
8	Rifle Shooting	00	02	00	00	Uni. Champion
9	Athletics	00	03	00	00	Uni 400 - 3 <sup>rd</sup> and 5000 - 3 <sup>rd</sup> rank
10	Badminton	03	02	00	01	Uni. Champion
11	Hand Ball	12	12	07	01	Dist. Champion
12	Carrom	04	00	00	00	Dist. Champion
13	Cycling	00	02	00	01	Uni. 5 <sup>th</sup> Rank
14	Mountaineering	02	00	02	02	Dist., State & National Champion and 4 <sup>th</sup> rank

### Cultural Achievements:

- Six students of the college stood first in Group Song in the Youth Festival organized in 2012.

### Major Student Achievements (2013-14)

#### 1. Co-curricular & Extracurricular Achievements



**Sports:**

- Following students participated in university and inter-university level:

No	Game	No. of Players Participated at Dis. Level	No. of Players Participated at Uni. Level	No. of players participated at state level	No of players participated at national level	Achievements
1	Soft Ball	00	12	00	04	Uni. Runners Up
2	Cross Country	00	02	00	00	-
3	Kho Kho	00	12	00	01	-
4	Power Lifting	00	02	00	00	Uni 2 <sup>nd</sup> and 3 <sup>rd</sup> Rank
5	Weight Lifting	00	02	00	00	Uni 1 <sup>st</sup> and 2 <sup>nd</sup> Rank
6	Athletics	02	00	02	00	Dist. 1500,100,400 - 1 <sup>st</sup> rank and 3000,800 - 2 <sup>nd</sup> Rank
8	Hand Ball	12	12	09	02	Dist. Champion
9	Cycling	04	02	02	06	Dist. and State Champion and Runners Up Uni. Runners Up and 3 <sup>rd</sup> rank
10	Basket Ball	12	12	08	01	Dist. Champion

**Cultural Achievements:**

- Ms Divya Savlani stood first in Elocution Competiton in the Youth Festival in 2013.

**Major Student Achievements (2014-15)****1. Co-curricular & Extracurricular Achievements****Sports:**

- Following students participated in university and inter-university level:

No.	Game	No. of Players Participated at Dis. Level	No. of Players Participated at Uni. Level	No. of players participated at state level	No of players participated at national level	Achievements
1	Hand Ball	12	10	05	01	Dist runners up
2	Chess	00	02	00	00	-
3	Kho Kho	00	12	00	01	-
4	Basket Ball	12	12	07	01	Dist. Champion
5	Soft Ball	00	12	00	05	Uni Champion
6	Table Tennis	00	02	00	00	-
7	Athletics	00	03	00	00	-
8	Base Ball	00	00	01	01	-
9	Cycling	03	04	01	02	Dist. and uni Champion and 4 <sup>th</sup> rank

**Other Achievements:**

- Ms Heena Vaghela stood first in Photography Competition in the Youth Festival.

**Major Student Achievements (2015-16)****1. Co-curricular & Extracurricular Achievements****Sports:**

- Following students participated in university and inter-university level:

No.	Game	No. of Players Participated at Dis. Level	No. of Players Participated at Uni. Level	No. of players participated at state level	No of players participated at national level	Achievements
1	Hand Ball	12	12	07	01	Dist. Champion
2	Judo	03	03	03	05	State level 44,48 and 52 - 1 <sup>st</sup> rank Uni level 44 and 52 1 <sup>st</sup> rank, 48 – 2 <sup>nd</sup> rank
3	Kho Kho	00	12	00	01	-
4	Basket Ball	12	12	07	01	Dist. Champion
5	Soft Ball	00	12	00	03	Uni. Runners up
6	Power Lifting	00	02	00	00	Uni. 1 <sup>st</sup> and 3 <sup>rd</sup> rank
7	Weight Lifting	00	02	00	00	Uni. 1 <sup>st</sup> and 2 <sup>nd</sup> rank
8	Chess	00	02	00	00	-
9	Badminton	00	02	00	01	Uni. 3 <sup>rd</sup> rank
10	Karate	00	00	01	01	State 1 <sup>st</sup> and 2 <sup>nd</sup> Rank

**Cultural Achievements:**

- Ms Shobhna Dangar participated in the Youth Festival and stood first in Halarda Competition.

**Other Achievements:**

- Ms Sobhna Chavda took part in the Quiz Competition in Youth Festival held in 2015 and stood first.
- Ms Sobhna Chavda also appeared in General Knowledge Test organized by Vikas Vartul Bhavnagar. She obtained the first rank in it.
- In the exam held by SUCEAT, Ms Sobhna chavda got the first rank at the college level.
- Ms Kiran Chavda stood first in the district level examination organized by CCDC Saurashtra University.

**Major Student Achievements (2016-17)****1. Co-curricular & Extracurricular Achievements****Sports:**

- Following students participated in university and inter-university level:

No.	Game	No. of Players Participated at Dis. Level	No. of Players Participated at Uni. Level	No. of players participated at state level	No of players participated at national level	Achievements
1	Karate	00	00	01	00	State 1 <sup>st</sup> rank
2	Wrestling	00	04	00	01	Uni. 48kg 1 <sup>st</sup> rank and 53kg 2 <sup>nd</sup> rank
3	Kho Kho	00	12	00	00	-
4	Basket Ball	00	12	00	00	-

5	Soft Ball	00	12	00	03	Uni. Champion
6	Chess	00	02	00	01	Uni. 4 <sup>th</sup> Rank
7	Weight Lifting	00	01	00	00	Uni. 1 <sup>st</sup> rank
8	Power Lifting	00	01	00	00	Uni. 2 <sup>nd</sup> rank
9	Cycling	05	02	03	03	Dist. and state Champion and Runners Up, Uni. Champion, all India 5 <sup>th</sup> rank
10	Judo	03	04	03	04	State – 44 & 48 kg 1 <sup>st</sup> rank, 52 kg 3 <sup>rd</sup> rank, uni level 44,& 48 kg 1 <sup>st</sup> rank

**Cultural Achievements:**

- Ms Shobhna Dangar participated in the Youth Festival and stood first in Halarda Competition.

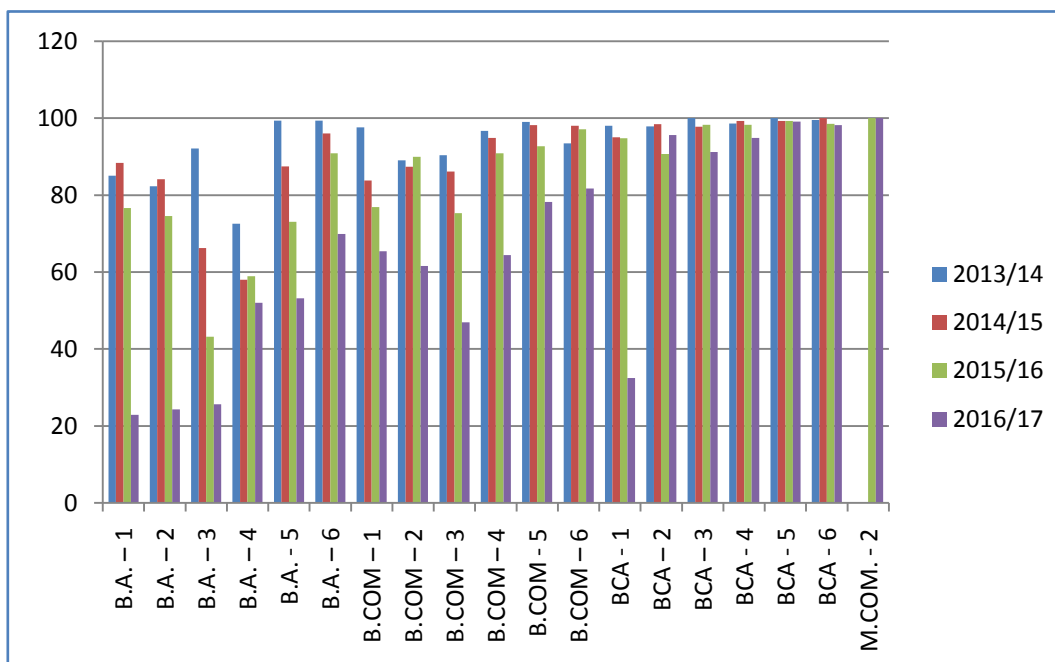
**2.5.5 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/ programme? Provide an analysis of the students' results/ achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/ courses offered.**

The institution monitors the progress and performance of students through the duration of the course/programme through classroom lectures and internal assessment method. The institution communicates the progress and performance of students through the duration of the course/programme through communication to students and parents through correspondence.

#### Analysis of the students' results (last four years)

##### Programme-Wise Details

Programme	2013/14	2014/15	2015/16	2016/17
B.A. – 1	85.05	88.37	76.61	22.85
B.A. – 2	82.32	84.12	74.56	24.26
B.A. – 3	92.15	66.28	43.22	25.66
B.A. – 4	72.53	58.00	58.94	52.00
B.A. - 5	99.39	87.50	73.08	53.20
B.A. – 6	99.38	96.00	90.91	69.90
B.COM – 1	97.65	83.76	76.90	65.38
B.COM – 2	89.04	87.38	89.95	61.62
B.COM – 3	90.35	86.09	75.31	46.93
B.COM – 4	96.73	94.85	90.87	64.45
B.COM - 5	99.02	98.19	92.67	78.21
B.COM – 6	93.46	98.00	97.08	81.70
BCA - 1	98.04	95.00	94.79	32.47
BCA – 2	97.83	98.46	90.53	95.60
BCA – 3	100.00	97.82	98.26	91.21
BCA - 4	98.65	99.28	98.28	94.90
BCA - 5	100.00	99.32	99.28	99.12
BCA - 6	99.57	100.00	98.53	98.21
M.COM. - 2	00	00	100.00	100.00



**2.5.6 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioural aspects, independent learning, communication skills etc.)**

There is complete transparency in the internal assessment. The criterion adopted is as directed by the University. All the students are familiar about the transparency in internal assessment. After preparing the assessment report, it is submitted by the concerned teacher and the same is displayed on the notice board at the end of the session. The internal assessment is made by the faculty members keeping in mind the following aspects of students' performance in Class Assignments and the performance in Multiple Choice Question Test. In B.A., B.Com, B.C.A., M.A. and M.Com. 10% weightage has been given to students' behavioural aspects, independent learning and communication skills.

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

Yes, the institution and individual teachers use the following assessment / evaluation as an indicator for evaluating student performance, achievement of learning objectives and planning:

- Marks in internal exam
- Classroom performance
- Behavioural aspects
- Communication skills
- Activities and performance in NCC, NSS, Sports, Cultural activities
- Certificate & cash/kind reward received by students for good performance

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

#### **College Evaluation Grievance Redressal Mechanism**

Answer sheets of the Internal Tests are delivered to and discussed with students and if there is any grievance with reference to evaluation, it is redressed on the spot in the following way:

- Total is checked again.
- Unmarked questions, if any, are marked.

#### **University Evaluation Grievance Redressal Mechanisms**

- Rechecking of Answer sheets
  - ✓ Total is checked again;
  - ✓ Unmarked questions, if any, are marked
- Re-evaluation of Answer sheets;
  - ✓ Marked questions have been got re-marked by some other examiner

## **2.6 Student performance and Learning Outcomes**

### **2.6.1 Does the college have clearly stated learning outcomes? If ‘yes’ give details on how the students and staff are made aware of these?**

Yes, the college has clearly stated learning outcomes stated in vision and mission statement of the college enshrined in the college prospectus, i.e., synchronizing tradition with modernity. By grooming girls into confident, well-equipped, culturally conscious, socially modern and globally competent person, the



college translates learning outcomes into reality. The students and staff are made aware of these through the prospectus.

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

The teaching, learning and assessment strategies of the institution are structured to facilitate the achievement of the intended learning outcomes through:

- Well-equipped computer lab
- Well-equipped library
- Classrooms
- Audio-visual equipment
- Class tests, written assignments, oral tests, group discussions & interactive sessions
- The September and December House Exams

**2.6.3 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (quality Jobs, entrepreneurship, innovation and research aptitude) of the courses offered?**

The college takes up the following measures and initiatives to enhance the social and economic relevance of the courses.

- To provide quality jobs to the students, the Placement Cell of the college trains the students to suit the various needs of the industry, faces the interviews and gives handy tips to the students to face the group discussions and invites various organisations for campus recruitments.
- The college laboratories and libraries help the students inculcate innovation by allowing them to explore and experiment innovatively.
- The college magazines provide them platform to give expression to their innovative and creative flight.
- The college organizes industrial visits and interactive talks delivered by industrial executives to instil entrepreneurship amongst students.
- The college faculty instils research aptitude in the students by giving them minor projects. Students of Commerce and Computer Science Departments are assigned such projects. Research aptitude is also developed among the students.

- The college NCC & NSS Wings regularly organize programmes to enhance the social relevance of the courses.

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

The college has formed IQAC to collect and analyse data on student learning outcomes. The college uses this data:

- To find out advanced & slow learner and plan strategies.
- To improve learning outcomes of both the categories.
- To address the grievances
- To remove their learning barriers by providing them remedial classes, peer learning etc.

#### **2.6.5 How does the institution monitor and ensure the achievement of learning outcomes?**

The college monitors the achievement of learning outcomes through IQAC which ensures the achievement of learning outcomes by:

- Finding out slow and advance learners and making policies to improve their learning outcomes.
- Conducting house tests.
- Conducting class tests.
- Holding class discussions.
- Organizing seminars and Quiz etc.
- Taking Remedial classes
- Laying stress on written assignments
- Taking feedback from alumni
- Assigning practical projects and field work

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

Given below are the graduate attributes specified by the college:

##### **Synchronizing tradition with modernity**

One of the graduate attributes specified by the college finds expression in vision and mission statement of the college enshrined in the college prospectus, i.e.,

synchronizing tradition with modernity. By holistically grooming girls into confident, well-equipped, culturally conscious, socially modern and globally competent persons, the college ensures the attainment of these by the students.

### **Disciplinary expertise**

The disciplinary expertise is inculcated by making students members of the discipline committee.

### **Leadership expertise**

The leadership expertise is inculcated by making students members of the discipline committee and motivating them to join NCC and NSS.

### **Innovative expertise**

Innovation is inculcated in the students by allowing them to explore in laboratories and libraries. The college magazines provide them platform to give expression to their innovative and creative flight.

### **Entrepreneurial expertise**

Entrepreneurship is encouraged in students by organizing industrial visits and interactive talks delivered by industrialists.

### **Research aptitude**

Research aptitude is inculcated in the students by giving them minor projects. Students of Commerce and Computer Science Departments are assigned such projects. Research aptitude is also developed by holding students' paper presentation competitions.

Any other relevant information regarding Teaching-Learning and Evaluation which the college would like to include.

- Wide publicity is given to the academic programmes offered by the college, along with the infrastructure and support services and facilities available to the students for their all-round development.

- A transparent admission policy is practiced where meritorious students as well as disadvantaged sections get their due.
- Special facilities, incentives and coaching classes are provided for slow and advanced learners and also for differently abled students.
- A family like environment has been created to monitor the progress of slow as well as advanced learners.
- To make teaching / learning effective and enjoyable, a combination of traditional and innovative methods is practised, depending on the requirement of the subject and the mental ability of the learners and making changes according to the latest developments in all the subjects.
- To make learning student centric, a number of clubs and committees have been constituted so that the students realize their fullest potential to achieve their targets. Trials for sportswomen and talent hunt programmes are organised to spot talent and polish it.
- Through lectures, workshops, seminars, conferences, character building camps, Jan-Chetna rallies and the like, training is imparted in life-skills, knowledge-management skills and lifelong learning.
- The college utilizes all its resources and raises special funds to provide latest teaching/learning aids along with the reading material through its libraries. The cost does not matter.
- The recruitment policy of the college ensures the selection of candidates purely on merit and strictly according to the norms laid down by UGC and the university.
- The evaluation processes are student- friendly and reliable.
- A number of effective measures have been adopted to assess the performance of faculty to prevent their stagnation and complacency.

**CRITERION III:**  
**RESEARCH, CONSULTANCY AND EXTENSION**

**CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION****3.1 Promotion of Research****3.1.1 Does the institution have recognized research centre/s of the affiliating University or any other agency/organization?**

Yes. The college has established its own Research Centre where in all the faculty members avail the due infrastructural and other facilities such as AC reading room, books, journals, internet with INFLIBNET etc. After college hours the research centre is kept open for those faculty members pursuing their Ph.D.s and M.Phil.s as well as Minor and Major Research Projects of UGC.

**3.1.2 Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.**

Yes, there is a Research Promotion Cell in the college, comprising of the following senior faculty members:

Dr. P. B. Kanjia - Co-ordinator

Dr. B. B. Vasava - Member

Prof. P. G. Radadia - Member

Prof. R. H. Kachadiya - Member

Dr. H. K. Thakor - Member

The cell holds meetings in every term in order to discuss various plans to promote research and motivate the faculty for an academic advancement. The cell, along with the UGC co-coordinators appointed by the institution, keeps track of the schemes of UGC & other bodies like CSIR, DST etc. The teachers are updated regarding the various fellowships and facilitated in applying for the same. Some of the teachers have completed their Ph.D. while others have been already enrolled for it. Some of the faculty members have undertaken Minor & Major Research Projects from UGC, DST, and CSIR etc.

Recommendations	Impact of the recommendations
<b>(2012-2017)</b>	
To apply for Research Proposals to UGC	Nine faculty members of the college got their proposals of Minor Research Project sanctioned by UGC and accordingly received grants.
To apply for organizing seminars, workshops and conferences.	Received funds from UGC to organize seminars, workshops and conferences.
To collaborate with other universities for the Ph.D enrolment of research scholars.	One faculty member got registered as a Ph.D. scholar with Hemchandracharya University.
To invite eminent research scientists in different departments	Eminent research scientists have visited the college and delivered lectures.

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

- Autonomy to the principal investigator
- Timely availability or release of resources
- Adequate infrastructure and human resources
- Time-off, reduced teaching load, special leave etc. to teachers
- Supports in terms of technology and information needs
- Facilitates timely auditing and submission of utilization certificate to the funding authorities

<b>Autonomy to the principal Investigator</b>	<b>Yes, autonomy is provided to the principal investigator.</b>
Timely availability or release of Resources	Yes, there is timely availability or release of resources.
Adequate infrastructure and human resources	Yes, adequate infrastructure and human resources are provided.

Time-off, reduced teaching load, special leave etc. to teachers	Yes, there are adjustments for the time- table and special leave is provided to the teachers.
Supports in terms of technology and information needs	Yes, the total support is provided for any technology and information needs.
Facilitates timely auditing and submission of utilization certificate to the funding Authorities	Yes, there is a facility for timely auditing and submission of utilization certificate to the funding authorities.
Any other	Teachers engaged in research are allowed exemption from less important duties, co-academic and cultural work of the college.

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

The institute is in constant pursuit of developing scientific temper and research culture amongst the students. Some of these initiatives are given as under:

- By inculcating practical aptitude among students through participation in experimental exercises.
- By holding intra-college and inter-college competitions based on various latest research topics.
- By arranging student seminars and conferences whereby students have ample opportunities to interact with eminent researchers.
- By providing books, journals, magazines of research importance in library and modern equipments in laboratories.

#### 3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.

Given below are details of the faculty involvement in active research:

##### **Faculty involvement in guiding student research:**

The faculty members guide the students for their research work which is sent



to external examiners appointed by the university. These students do the individual research as a part of the syllabus.

Five of the members of the faculty are acting as research guides for the research scholars.

- Dr. Dinesh Dadhanian – Department of Psychology
- Dr. Janak Joshi – Department of Sociology
- Dr. R. A. Sagathiya – Department of Gujarati
- Dr. B. B. Vasava, Department of Sociology
- Dr. P. B. Kanjiya – Department of Economics

**Faculty involvement in leading Research Projects:**

SR. NO.	NAME OF FACULTY	DEPT.	TITLE OF THESIS	YEAR
1	Dr. D. A. Dadhanian	Psychology	A study of occupational stress, Organizational health, Organizational Commitment and job involvement of public and private sector employees.	1999
2	Dr.J. K. Bhuvra	Economics	A Study of changes in Economic structure of villages in Gujarat with special reference to saurashtra area.	2000
3	Dr. R. A. Sagathiya	Gujarati	Sant kavyitri loyan jivan,kavan,darshan : ek adhyayan	2002

4	Dr. P. B. Kanjiya	Economics	Co-operative banking system : with special reference to Junagadh district	2006
5	Dr. R. M. Gunjaria	Gujarati	Jawerchand Meghani na sarjanatmak sahityama nari nirupan	2007
6	R. H. Kachadiya	Physical Education	Case study for M.P. Ed.	2007
7	Dr. J. K. Bhatt	Sanskrit	Narration of love in the poems of Abhiraj Rajendra Mishra and Harshdev Madhav ( In the context of poems published during 1990 to 2000	2008
8	Dr. J. K. Joshi	Sociology	Social and economical impacts of tourism : Special Reference of Junagadh district	2010
9	Dr. B. B. Vasava	Sociology	Impact of Urbanization on Employed Migrant Tribal Individuals: A Sociological Analysis.	2011
10	Dr. R. K. Bathani	Computer Science	A Study on implementation and usefulness of Information Technology (IT / ICT) and modeling for Rural Development in Saurashtra Region of Gujarat.	2014

11	Dr. Jagruti Jadav	Computer Science	“Network Safety Enrichment Services Using Cryptographic Algorithms”	2014
12	Dr. N. K. Dhadus	Commerce	A study of workers problems vis-à-vis job-satisfaction trends in diamond industry of Gujarat state.	2015
13	Dr. P. G. Bheda	Sociology	The socio – economic impact of the public life in Junagadh district – A Sociological study.	2016
14	Dr. Hiren Thakor	Computer Science	“Development Of An Improved Algorithm For Visualization Of Components”	2016

- **Following faculty members undertook Minor & Major Research Projects sanctioned by University Grants Commission.**

SR. NO.	NAME	DEPARTMENT	TITLE OF MRP	YEAR
1	Dr. Dinesh Dadhanian	Psychology	A Psychological study of suicidal Tendency found among students of H.S.C.	2014

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

The following workshops/ training programmes/ sensitization programmes were conducted /organized by the institution with focus on capacity building in terms

of research and imbuing research culture among the staff and students:

1. How to Prepare Research Proposal (Commerce Faculty) from 15/02/2014 to 20/02/2014.
2. How to Prepare Research Proposal (Arts Faculty) from 21/02/2014 to 26/02/2014.
3. Computer Training Camp for administrative staff organized almost every year.
4. English Language Training Programme for teaching staff organized regularly.

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

- Dr. Dinesh Dadhanian's prioritised research area is 'A Study of Occupational Stress, Organizational health, Organizational Commitment and Job Involvement of Public and Private Sector Employees.'
- Dr. J. K. Joshi's prioritised research area is 'Social and Economical Impacts of Tourism: Special Reference of Junagadh District.'
- Dr. R. A. Sagathiya's prioritised research area is 'Gujarati Sant Sahitya.'
- Dr. B. B. Vasava's prioritised research area is 'Impact of Urbanization on Employed Migrant Tribal Individuals: A Sociological Analysis.'
- Dr. P. G. Bheda's prioritised research area is about 'The Socio - economic Impact of the Public Life in Junagadh District – A Sociological Study.'
- Dr. R. M. Gunjaria's prioritised research area is about 'The Delineation of Women in the Literary Works of Zaverchand Meghani.'
- Dr. J. K. Bhuva's prioritised research area is about 'The Changes in Economic Structure of Villages in Gujarat with Special Reference to Saurashtra Area.'
- Dr. N. K. Dhadus's prioritised research area is regarding 'The Study of Workers Problems vis-à-vis Job-satisfaction Trends in Diamond Industry of Gujarat State.'
- Dr. P. B. Kanjiya's prioritised research area is 'Co-operative Banking System with the special reference to Junagadh district.'

- Dr. J. K. Bhatt's prioritised research area is 'Narration of Love in the Poems of Abhiraj Rajendra Mishra and Harshdev Madhav in the Context of Poems Published During 1990 to 2000.'
- 'A Case Study of M. P. Ed.' has been done by Dr. R. H. Kachadia.
- 'Implementation and Usefulness of Information Technology (IT / ICT) and Modeling for Rural Development in Saurashtra Region of Gujarat' has been the thrust area of Dr. R. K. Bathani.
- Dr. Jagruti Jadav's prioritised research area is about 'The Network Safety Enrichment Services Using Cryptographic Algorithms.'
- Dr. Hiren Thakor's prioritised research area is 'Development of an Improved Algorithm for Visualization of Components'.

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

The institution regularly organizes workshops and lecture series for students and teachers in order to rope in researchers of eminence to visit the campus and interact with teachers and students. Moreover, the institution has established a well equipped Research Centre to attract the research scholars.

#### **2013-14**

- Dr. H. J. Gohil had been at our college on 13-01-2013 for delivering his lecture on Co-operative Bank.
- Ms. Gayatri Jani had been invited for delivering her lecture on competitive exams on 13-09-2013.
- Dr. P. S. Patel's lecture on social awareness was organized at our college on 24-12-2017.

#### **2014-15**

- Dr. Hemaxi Rao explained the importance of environment to 102 students during her lecture on 05-07-2014.

- Dr. Bakul Buch had been invited to deliver his lecture on Psychological Handicap on 19-09-2014.
- Dr. Chetnaben Paneri had been at our college to deliver her lecture on Meghani Vandna on 28-12-2014.
- Dr. K. J. Vaishnav had been invited at our college to deliver his lecture on Women Safety and Rules on 23-01-2014.
- Dr. Bhavnaben Thumar guided the students and discuss how to prepare for GPSC exam.

**2015-16**

- Dr. Prabhudas Moradiya delivered his lecture on Yoga and Health on 15-03-2015.
- Dr. Naresh Magara shared his views on Gujarati Marathi literature on 04-02-2015.
- Prof. Jayant Korandiya had been invited at our college to deliver his lecture on the Form Gazal on 21-12-2015.
- On 27<sup>th</sup> July, 2015, Dr. Haresh Zala had been at our college to deliver his lecture on Research Methodology.

**2016-17**

- Dr. Gaurang Jani delivered his speech on Aids on 04-01-2016.
- Dr. Harshadbhai Vaja had been at our college on 22-02-2017 to deliver his lecture on Employment.

**3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?**

NIL

**3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land):**

The college permits the researchers to sit in the research centre after and before college hours. Moreover, college teachers give trainings regarding how to deal

with the project. NSS and NCC units encourage students to take up survey type projects related to community in the villages.

### 3.2 Resource Mobilization for Research

#### 3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.

The institutional budget has a special provision for research and development. An amount of Rs. 1.5 lac is earmarked every year for research activities and the faculty members avail of these funds for their projects.

Resource Mobilization for Research from Total Budget		
Major Heads of Expenditure	Financial Allocation	Actual Utilization
Research Project	1.5 lac	1.5 lac

#### 3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

Yes, the institutional budget has a special provision for research and development. An amount of Rs. 1.5 lac is earmarked every year for research activities and the faculty members avail of these funds for their research projects.

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

Although, no financial aid is given to the students, yet there are certain other facilities made available to support student research projects by students:

- Internet facility
- Reprographic Facility
- Overnight issue of reference books
- Central computing facility
- General/Departmental/ Library

- CD Library
- Audio-Visual Resources available in library.
- Free e-books and online journals available through membership of UGC NLIST Programme for Colleges.
- Adequate air circulative reading room for the comfort of students.

**3.2.4 How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavours and challenges faced in organizing interdisciplinary research.**

The various departments/units/staff of the institute interact with those departments with which their inter-disciplinary interests match in undertaking inter-disciplinary research. They establish network and collaborate for organizing interdisciplinary research.

**Examples of successful endeavours for interdisciplinary research**

- Interdisciplinary research carried out by Dr. Dinesh Dadhania belonging to the Department of Psychology on ‘Family Life & Psychology’ in collaboration with the Department of Psychology and the Department of Home Science, Saurashtra University.

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

The institution ensures optimal use of various equipment and research facilities of the institution by its staff and students as below:

- By organizing workshops and instrument training programs.
- By planning the periods for the full utilization of the equipment without wastage of time e.g. computers.
- By providing computers and internet facilities and software.



- By dividing the students into small groups for analysing effective learning of technical skills as required for operating upon various sophisticated equipments.
- By taking the students of English language and literature to English Language Lab and by assigning them practical work which they execute in the lab.
- By keeping all three surfing centres open throughout college hours for students to do searching and surfing on internet.
- By sharing of equipment amongst staff and students for effective transfer of technical skills by various departments.
- By providing INFLIBNET facility for 24 hours in and out of campus.
- By providing Internet facility to teachers engaged in major as well as minor research projects.
- By providing easy and uninterrupted access to various equipments like computers, printers, scanners, reprographic machines etc.

**3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If ‘yes’ give details.**

The institution has not received any special grants or finances from the industry or other beneficiary agency for developing research facility. However, our management does donate a handsome amount to individual faculty members for doing research.

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

Sr.	Nature of the Project	Duration Year		Title of the project	Name of the funding agency	Total Grant		Total grant received till date
		From	To			Sanctioned	Received	
<b>Minor projects (Completed)</b>								
1	Dr.Dinesh Dadhania	2014	to 2015	A Psychological Study of Suicidal Tendency Found among Students of H. S. C.	UGC	75000	75000	75000

### 3.3 Infrastructure for Research

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

The following research facilities are available to the students and research scholars within the campus:

- Various labs such as Computer Labs and English Language Lab
- Internet facility
- Central computing facility
- General/Departmental/Library/CD Library well-equipped with LCD, printers, scanners, Xerox Machines, DVD players.
- Audio-Visual Resources available in library.
- Facility of INFLIBNET, leading international journals and e-books.

- Free e-books and online journals available through membership of UGC NLIST Programme for Colleges.

**3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?**

The college has set up Research Promotion Cell to chalk out institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers. It has stipulated the following strategies:

- It has stipulated a special provision for research and development. An amount of Rs. 1.5 lac is earmarked every year for research activities and the faculty members avail of these funds for their projects.
- The cell, along with the UGC co-coordinators appointed by the institution, keeps track of the schemes of UGC.
- The teachers are updated regarding the various fellowships and facilitated in applying for the same.

**3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities?? If ‘yes’, what are the instruments/ facilities created during the last four years.**

No, the institution has not received any special grants or finances from the industry or other beneficiary agency for developing research facilities.

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

The following research facilities are made available to the students and research scholars outside the campus / other research laboratories:

- Teachers’ visits to the affiliating university are facilitated with its prior permission where they can use the facilities provided by the university.
- Teachers are granted leave, registration fees and TA/DA to attend and present

research papers in seminars, conferences etc.

- The students are sent to various seminars and conferences every year.

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

The following facilities are available specifically for the researchers:

- Internet facility
- Reprographic Facility
- Overnight issue of reference books
- Central computing facility
- General/Departmental/Library/CD Library well-equipped with LCD, printers, scanners, DVD players.
- Audio-Visual Resources available in library.
- Facility of INFLIBNET, leading international journals and e-books
- Free e-books and online journals available through membership of UGC NLIST Programme for Colleges
- Various labs such as Computer Labs and English Language Lab.

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

The collaborative research facilities namely computer printers, internet, workshop tools, sewing machines, labs, libraries etc are developed and created out of funds sanctioned to collaborative researchers by the funding agencies like UGC.

## **3.4 Research Publications and Awards**

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

- Patents obtained and filed (process and product)

- Original research contributing to product improvement
- Research studies or surveys benefiting the community or improving the services
- Research inputs contributing to new initiatives and social development

Patents obtained and filed (process and product)	Not Applicable
Original research contributing to product improvement	NIL
Research studies or surveys benefiting the community or improving the services	<ul style="list-style-type: none"> <li>• Research project and survey was undertaken by Dr. Dinesh Dadhania on 600 Adolescent students and employees of High Schools and Industrial Units of Jamnagar. The aspects of achievement and motivation among them and job satisfaction and its impact factors were surveyed.</li> </ul>
Research inputs contributing to new initiatives and social development	<ul style="list-style-type: none"> <li>• The female workers of Anganwadi improved the quality of food to children.</li> </ul>
	<ul style="list-style-type: none"> <li>• The employees of industries located in Jamnagar were benefitted in terms of job satisfaction and motivation.</li> </ul>

**3.4.2 Does the Institute publish or partner in publication of research journal(s)? If ‘yes’, indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?**

- NO

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

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

No.	Name	Year	Articles in Journal
1	Dr. Dinesh Dadhania	2012-13	02
		2013-14	05
		2014-15	04
		2015-16	06
2	Prof. P. G. Bheda	2013-14	03
		2014-15	02
		2015-16	02
		2016-17	02
3	Dr. J. K. Bhatt	2014-15	03
		2015-16	02
4	Dr. Neeta K. Dhadus	2012-13	02
		2013-14	00
		2014-15	01
		2015-16	03
		2016-17	02
5	Prof. P. G. Radadia	2013-14	02
		2014-15	01
		2015-16	02
		2016-17	01
8	Dr. Rameshchandra Sagathiya	2012-13	01
		2013-14	01
		2014-15	06
		2015-16	04
		2016-17	01
10	Dr. Rekhaben Gunjaria	2012-13	05
		2013-14	01
		2014-15	00
		2015-16	01
		2016-17	00
11	Prof. Vanrajgar Aparnathi	2016-17	06
12	Dr. B.B. Vasava	2013-14	02

		2014-15	03
		2015-16	02
		2016-17	00
13	Prof. Khyati Dodiya	2016-17	03
14	Dr. Raksha K. Bathani	2012-13	02
		2015-16	02
15	Dr. Jagruti Jadav	2012-13	02
		2013-14	00
		2014-15	01
		2015-16	02
		2016-17	00
16	Prof. Kavita Gardhariya	2015-16	01
		2016-17	01
17	Prof. Sweety Dhabaliya	2014-15	01
		2015-16	01
18	Dr. Hiren Thakor	2013-14	02
		2015-16	02
19	Prof. Mayuri Rajpara	2014-15	01
		2015-16	01
20	Prof. Khushboo Trivedi	2015-16	01
21	Prof. Prashant Doshi	2015-16	01
22	Prof. Bhavisha Viramgama	2014-15	01
		2015-16	01
23	Prof. Vibhuti Vala	2015-16	01
24	Prof. Komal Makwana	2015-16	01
25	Prof. B. L. Trivedi	2014-15	01
		2015-16	01
26	Dr. P B Kanjia	2012-13	04
		2013-14	02
		2014-15	01
		2015-16	02
		2016-17	01

27	Prof. Rekha H. Kachadiya	2012-13	03
		2013-14	01
		2014-15	02
		2015-16	02
		2016-17	01
28	Prof. Dr. J. K. Bhuva	2016-17	02
29	Prof. A. J. Benani	2014-15	01
		2015-16	02
		2016-17	03
30	Prof. Shruti Gotecha	2016-17	01
31	Dr. J K Joshi	2012-13	03
		2013-14	02
<b>TOTAL</b>			<b>136</b>

- **Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)**
  - **Monographs**
  - **Chapter in Books**
  - **Books Edited**
  - **Books with ISBN/ISSN numbers with details of publishers**
  - **Citation Index**
  - **SNIP**
  - **SJR**
  - **Impact factor**
  - **h-index**
- **Number of publications listed in International Database (for Eg: Web of**



Science, Scopus, Humanities International Complete, Dare Database International Social Sciences Directory, EBSCO host, etc.)- NIL

- Monographs- NIL
- Chapters in Books

No.	Name	Year	Total Chapters in Book
1	Prof. P. G. Bheda	2014-15	01
		2015-16	01
2	Dr. J. K. Bhatt	2015-16	01
		2016-17	02
3	Dr. B. B. Vasava	2012-13	01
		2016-17	02
4	Prof. Dhirubhai Dabhi	2015-16	01
		2016-17	01
5	Dr. Jagruti Jadav	2015-16	01
6	Dr. N. K. Dhadus	2016-17	01
7	Dr. P B Kanjia	2012-13	05
		2013-14	05
		2014-15	03
		2015-16	04
		2016-17	03
8	Dr. R. A.Sagathiya	2012-13	02
		2016-17	01
<b>TOTAL</b>			<b>35</b>

**\* Books Edited and Publication with ISBN numbers**

No	Name	Edited Books	ISBN	Publisher
1	Dr.Dinesh Dadhania	2013-14	978-1-62776-507-7	Kamlesh Publication
		2013-14	978-1-62776-200-7	Kamlesh Publication

		2013-14	978-1-62776-248-9	Kamlesh Publication
2	Dr. J. K. Joshi	2015-16	978-93-5033-387-1	Self
3	Prof R. H. Kachadia	2012-13	978-93-5126-932-7	Self
		2012-13	978-93-82712-24-8	Self
		2013-14	978-93-5126-929-8	Self
		2013-14	978-93-5126-933-5	Self
		2013-14	978-93-5126-931-1	Self
4	Dr. J. K. Bhatt	2014-15	978-93-5067-342-3	Self
		2015-16	978-81-928645-0-1	Self
		2015-16	978-81-928645-1-8	Self
5	Dr. Neeta K. Dhadus	2012-13	978-93-5126-348-7	Creative Prakashan
		2012-13	978-93-5053-544-8	Cyber Tech Publication
		2013-14	978-93-5053-448-9	Cyber Tech Publication
		2014-15	978-93-5053-446-5	Cyber Tech Publication
		2015-16	978-93-5053-472-4	Cyber Tech Publication
		2015-16	978-93-5053-448-5	Cyber Tech Publication

6	Dr. Rameshchandra Sagathiya	2013-14	978-93-81-442-80-4	Navsarjan Publication, Ahmedabad
		2015-16	979-93-85400-54-4	Sorath Publication, Junagadh
		2015-16	979-93-85400-59-9	Sorath Publication, Junagadh
		2016-17	979-93-85425-90-5	Sorath Publication, Junagadh
		2016-17	978-93-85210-88-4	Eklavya Publication, Mangrol, Junagadh
7	Dr. Rekhaben Gunjaria	2012-13	978-93-5087-059-4	Saurashtra University Rajkot
		2013-14	978-93-5137-028-4	Self Publication
		2013-14	978-93-81761-87-8	Sarth Publication, Anand
8	Dr. B. B. Vasava	2016-17	978-93-83447-99-2	Self Publication
		2016-17	978-93-83447-98-5	Self Publication
9	Dr. P.G. Bheda	2014-15	978-81-930693-4-9	Sabda Sadhana Prakashan
		2016-17	978-93-85400-89-6	Sorath Prakashan
10	Prof. P.G. Radadiya	2014-15	978-93-81786-77-2	Bharat Publication
		2014-15	978-93-5236-119-9	Bharat Publication
		2015-16	978-93-5236-120-5	Bharat Publication

11	Dr. R.K.Bathani	2013-14	978-93-81060-52-0	Nirav Prakashan ISBN : 978-93-81060-52-0
		2015-16	978-93-81786-39-0	Bharat & Com.
	<b>TOTAL</b>			<b>35</b>

**Books with ISBN/ISSN numbers with details of publishers**

No.	Name	Books	ISBN	Publisher
1	Dr.D.A. Dadhania	2012-13	978-93-81072-45-5	Co-author, C. Jamnadas & Co.
			978-93-80033-25-9	Co-author, C. Jamnadas & Co.
		2013-14	978-93-81072-52-3 978-81-910196-1-2 978-81-910196-0-5 978-93-8117-00-0 978-93-82027-97-3 978-93-82027-74-4 978-93-82027-99-7 978-93-80027-98-0	Co-author, C. Jamnadas & Co.
		2014-15	978-93-83117-02-4 978-93-83117-04-8 978-93-83117-09-3 978-93-83117-07-9 978-93-83117-11-6	Co-author, C. Jamnadas & Co.
2	Dr. J. K. Bhatt	2015-16	978-93-83117-26-0	Co-author, C. Jamnadas & Co.
		2016-17	978-93-83117-29-1 978-938-83117-37-6	Co-author, C. Jamnadas & Co.
3	Dr. R. K. Bathani	2013-14	978-93-82027-85-0	Co-author, C. Jamnadas & Co.

		2014-15	978-93-81072-02-8	Co-author, C. Jamnadas & Co
4	Dr. R.A. Sagathiya	2013-14	978-81-925004-8-5	Co-author, Gujarat sahity academy, Gandhinagar
		2013-14	2319-7876	Single author, Dalitchetna
		2017-18	979-93-85400-54-4	Single author, Santparichay-261
	<b>TOTAL</b>			<b>23</b>

- **Citation Index** : NIL
- **SNIP** : NIL
- **SJR** : NIL
- **Impact factor** : NIL
- **h-index** : NIL

### 3.4.5 Provide details (if any) of

- **research awards received by the faculty**
- **recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally**
- **Incentives given to faculty for receiving state, national and international recognitions for research contributions.**
- **Recognition received by the faculty**

Faculty members received awards / recognition at the state, national and international level for excellence in teaching during the last four years.

1. Dr. Dinesh Dadhania has been deputed as the member of Editorial Board of 'Journal of Psychology for Learning and Research'
2. Dr. Dinesh Dadhania is performing his duty as the Senate Member of Saurashtra University.

3. Dr. Dinesh Dadhania has also got Puspaben Dalal Award for Research Paper Presentation at State Level.
4. Young Scientist Award has been conferred to Dr. Dinesh Dadhania for his presenting a research paper at State Level.
5. Recognition of Principal Dr. Dinesh Dadhania as under:
  - District Co-ordinator of ABVP.
  - Consultant in NGOs:
    1. J. V. Nariya Educational & Charitable Trust, Jamnagar.
    2. DASTAK, Ahmedabad.
6. Dr. Janak Joshi is one of the advisors of Gujarat Pathya Pustak Mandal, Gandhinagar.
7. Prof. N. A. Desai is one of the membes of Advisory Committee of F. M. Radio at Junagadh Agricultural University.
8. Dr. B. B. Vasava has been the District Co-ordinator of SUCEAT.
9. Dr. B. B. Vasava is rendering his service as the College Co-ordinator for the exam of General Knowledge held by Bhavnagar Vikas Vartul.
10. Dr. Ramesh Sagathia's edited book named '*Agam Desh No Pathik*' has been published recently and the book release ceremony was done by Shri Morari Bapu. Dr. Rekhaben Gunjariya has also contributed her one of the articles to this book.
11. Dr. R. K. Bathani is the member of the Board of Computer Science, Saurashtra University, Rajkot.
12. Dr. R. K. Bathani is rendering her service as a Subject Expert in Interview Panel of Saurashtra University, Rajkot and Somanath Sanskrit University, Veraval
13. Dr. R. K. Bathani has been the Project Guide at IGNOU.

**Incentives given to faculty**

The following incentives are given to faculty for receiving state, national and international recognitions for research contributions:

- By giving recognition to the staff through its publications in the Prospectus, Annual Report and News Bulletin.
- By giving incentives such as Duty Leave to faculty for receiving state, national and international recognitions for research contributions.

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

The following systems and strategies are adopted for establishing institute-industry interface:

- The college interacts with the industry to acquaint the students with practical learning about the field and offer them a thorough understanding about the subject. This also enables the college and its students to remain updated about the new trends and developments of the industry.
- Apart from this, the Department of Sociology also organizes visits to Mental Hospital and industries, Jail, Old Home, Shishumangal, and Amuletc.
- The Department of Economics organizes Bank Visits. Last year the department had arranged the visti to the companies namely Ajanta and Orpat.
- Students of B.Com. III and B.A.-III are provided on the job training for acquiring counselling skills in the college. They are given three months training and are allowed to handle cases in their free periods.
- Students also get enrolled for voluntary services in hospitals, rehabilitation centres and special schools during their summer break. Interaction also takes place through the conferences and seminars.

- Members of the faculty also provide voluntary services to various organizations like the Rotary Club and Lions Club on issues like marital adjustment personality development, stress management etc.
- Seminars and exhibitions are also held from time to time with patients of Rehabilitation Centre like Hermitage on various topics like self management & coping techniques, group therapies are also held with alcoholics, drug addicts and other psychological patients of the centre.
- Dr. Dinesh Dadhanian and Dr. Neeta Dhadus have been regularly invited as resource persons to deliver lectures in their respective subjects and expertise on BISAG, SANDHAN, KCG (Gandhinagar).

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

To promote consultancy, the stated policy of the institution ensures that the benefits of the knowhow, skills/expertise and exceptional gifts of the faculty reach the maximum numbers, irrespective of creed, region or nationality to local schools, colleges, university, Govt. agencies, NGOs, neighbouring villages, institutions for disadvantaged sectors of the society, places of worship, hotels and national level institutes. Mostly the services are rendered without the expectation of any remuneration. The funds raised through consultancy services are used for student welfare.

The college advocates and publicizes the available expertise for consultancy services through its publications like the prospectus, pamphlets and diaries. The awards and the achievements of the faculty are highlighted through news items in the news papers as well as reports read out on the college stage. The visits by the faculty members to various schools to attract admission also brings to the notice of the general public, the high level of expertise in various areas, available in the institution. Available expertise of the faculty is publicized through advertisement on website of college, internet as well as e-newspapers.

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



The institution encourages the staff to utilize their expertise and available facilities for consultancy services by taking the following initiatives:

- By giving awards to the faculty.
- By giving recognition to consultancy services of the staff through its publications like the Prospectus, Annual Report and News Bulletin.
- By giving incentives such as Duty Leave to faculty for their contributions in consultancy services

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

The college has established itself as a superior academy in this region. The consultancy services of the institution benefit the universities, colleges and schools of the region as well as Govt. agencies and NGOs.

The Principal of the institution is on the board of various bodies. He is

- District Co-ordinator of ABVP.
- Consultant in NGOs:
  1. J. V, Nariya Educational & Charitable Trust, Jamnagar.
  2. DASTAK, Ahmedabad.

**Broad Areas and Major Consultancy Services**

- The university makes use of the expertise of our faculty members in various areas.
- The members of our faculty are frequently consulted by the Saurashtra University for framing and upgrading the curriculum.
- Our teachers very frequently act as paper setters for theory exams as well as external examiners for practical subjects, not only in our own university but also in Bhavnagar, Kutchh, North Gujarat and South Gujarat universities.

- They help schools and colleges in setting up their language labs.
- Many members of the faculty are invited as Subject Experts on the interview boards for the recruitment of teaching and non-teaching staff in Saurashtra University and Gujarat Govt.
- They are also called upon to act as judges in various events organized by colleges of the Saurashtra University.
- Even NGOs invite our faculty members to deliver talks and conduct exams like Stitching and Tailoring for the disadvantaged section of society.

#### **Revenue generated by major consultancy services during the last four years**

The consultancy provided by the teachers at social level is free in major cases. However, coaching classes in Communication Skills, Computer Fundamentals, Personality Development, Yoga and Dance and Preparation for Bank Exams is paid for in ratio of 60-40.

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

The consultancy provided by the teachers in coaching classes like Communication Skills, Fundamentals of Computer, Personality Development, Yoga, Embroidery, Dance, Preparation for Bank Exams is paid for in ratio of 60-40. The institution utilizes the revenue for the benefit of the students by putting it in the Student Welfare Fund. The revenue generated is utilized for the purpose of purchase of books, competitive magazines and fulfilling needs of poor students.

### **3.6 Institutional Social Responsibility (ISR) and Extension Activities**

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

The institution promotes institution-neighbourhood-community network and student engagement in various ways.

- A neighbouring village, Navagam has been adopted and social services are rendered by the college students and teachers.
- After the adoption of this village, the NSS Unit, NCC Unit and Red Ribbon Club have bonded with the villagers and given their best to uplift them economically, socially as well as educationally. Right from working for their hygienic awareness to making them economically self sufficient, our students have changed the face of the village.
- Not only has the local community benefited, the students too have experienced the joy that comes from selfless service. In order to bring smiles on the faces of deprived people, students visit the local, Old age Home, School for Blind, Orphanage, Mental Hospital, Central Jail on important festivals for distribution of gifts among the inmates.

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

There are the following institutional mechanisms to track students' involvement in various social movements / activities which promote citizenship roles:

- NCC
- NSS
- Red Ribbon Club

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

The institution solicits stakeholder perception on the overall performance and quality of the institution through students, Parents, Alumni and Management.

- The college solicits students' perception through their feedback;
- The college solicits Parents' perception through interaction with them;
- The college solicits Management members' perception through interaction with them;

- The college solicits Alumni's perception through interaction with them at Alumni Meets and their feedback.

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

The institution plans and organizes its extension and outreach programmes through the NSS & NCC Units, Red Ribbon Club of the college and other NGOs.

**Major Extension and Outreach Programmes**

**NSS Unit:**

The NSS unit of the college, treading on the theme of 'Not Me but You' preached by saints like Swami Vivekananda, plans and organizes the following extension and outreach programmes:

- The unit has adopted a neighbouring village Navagam.
- The unit, under the guidance of its program officers Prof. Rekhaben Kachadiya is constantly engaged in making a difference in the quality of lives of the villagers as well as the children of these adopted institutions.
- The NSS (7 Day Camps) camps are organized during second term every year, besides various One Day Camps for various social causes.
- 124 students from the college are enrolled for N.S.S (National Services Scheme) during the academic year 2014-15 for performing various social activities in terms of blood donation Camps, extension lectures, skill development programmes etc. Two programme officers of N.S.S are from computer department.
- Annual Free Eye Check-up Camps, Blood Donation Camp, Free Thelesemia Check Up Camp and Free Medical Camps are organized in the college every year for the needy and socially and economically down trodden people.

- Anti-ragging workshop organized for college girls every year.
- Environment Awareness Camp organized by the NSS girls every year.
- Celebration of No Addiction Week regularly.
- Self Defence Workshop organized from 22<sup>nd</sup> to 25<sup>th</sup> January, 2013.
- National Voters Awareness Day celebrated on 28<sup>th</sup> January, 2013.
- Celebration of International Women's Day on 8<sup>th</sup> March, 2013.
- Celebration of Raxabandhan at Blind People's House on 23<sup>rd</sup> August, 2014.
- Celebration of Gandhi Jayanti and Swadeshi Week every year in the month of October.
- To spread awareness about legal rights, seminars are regularly organized in our college as well as other institutions. The theme of the session 2013-14 was Legal Literacy to the common villagers.
- Safai Abhiyan and Tree Plantation Camps are organized every year.
- A clothes collection drive is organized every year to celebrate 'the Joy of Giving' week wherein volunteers collect and distribute used clothes, toys, shoes, colours, stationery and many other articles of household use for the underprivileged section.
- A Fund Collection Drive was initiated by our NSS unit on festival of Raxabandhan School for Special Children, whereby Rs. 5670/- were collected by the volunteers from the sale of self-made Rakhies in an Exhibition in college campus.
- NSS Special Camps are organized every year whereby various activities are undertaken in order to inculcate a sense of social responsibility among the volunteers. Besides, in-house production of various gift items holds exhibition cum sale on Diwali. Special visits to adopted institutions of our unit were organized for the volunteers.

- To take the light of education to the needy strata of society, many NSS Volunteers take free classes of needy students at their places on a regular basis.
- Volunteers continuously strive to spread environment awareness about the need for saving water, electricity and to make the earth a better place to live in.
- To create awareness among people about AIDS, campaigns are annually organized on the occasion of World AIDS day 1st December every year in collaboration with various eminent hospitals. The volunteers engage in various creative activities such as poster making to convey the impact, the causes of AIDS and the precautions that should be taken by the general public. The Red Ribbons which are symbol of AIDS awareness are distributed every year too.

### **NCC Unit**

The NCC unit of the college plans and organizes the following extension and outreach programmes:

1. The cadets' spirit to serve the nation through blood donation camps and their skill for disaster management are highly commendable.
2. The college cadets participated in AIDS awareness rally, organised by NCC District Unit.
3. 25 cadets visited Navagam and distributed clothes, sweets and fruits on Independence Day in 2015.
4. Moreover, following extension activities are held every year by our NCC unit.
  - Tree Plantation Programme
  - Old age House Visit
  - Rakhi Day Celebration
  - Trekking Camp
  - Blood Donation Camp

- Yoga Shibir
- NCC Day Celebration
- Cleaning Programme
- Disaster Management Training
- Civil Defence Training
- Social Awareness Programme
- Nature Educational Programme
- Educational Tours
- Cultural Programme
- Clothing Distribution Programme ( Needy People)
- Polio Drops Programme

#### **NGOs**

- The college organises various activities for creating awareness of social rights of poor people and women and conducts regular seminars in villages and schools in collaboration with NGOs like Blessing Charitable Trust, Triveni Education Trust, and Shri Kasturba Vikas Gruh Trust etc.
- Various faculty members are also members of Rotary Club and other NGOs to contribute towards social cause.

#### **Red Ribbon Club**

- The Red Ribbon Club of the college always hums with activity. Its volunteers participate in various camps related to social services.
- Medical Camps are organized every year at our college by the volunteers of NSS and NCC Units of our college.

- Various lectures on societal issues are organized from time to time for enlightening students to come forward for contributing towards the cause.
- Funds are raised every year for aiding various disadvantaged strata of society such as handicapped persons.
- A four day workshop on First Aid was held by the college in collaboration with Blessing Charitable Trust to train the students in critical emergency medical help.
- A lecture series is organised every year to bring awareness about mental disorders among the students wherein an eminent psychiatrist Dr. Ramesh Rambhva of Mental Hospital, Jamnagar renders his services.

#### **Other Extension Activities**

- The staff & students of our college enthusiastically participate in extension activities organised by other educational institutions and NGOs from time to time.
- At times of national calamities, the staff & students contribute generously towards the Prime Minister's Relief Fund.

#### **Impact of Extension and Outreach Programmes**

- Extension and outreach programmes instil volunteerism and philanthropy in the students.
- A deeper understanding of and commitment to the community is developed in students.
- Experience gained through extension and outreach programmes helps students make better decisions, adapt to change, improve their self-esteem and better prepare for their career, among other benefits.
- Such programmes encourage students to develop a lifelong ethic of service to society.

#### **3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?**



The college undertakes wide spread cross-curricular enrichment activities through NSS and other community development activities. Faculty and students involved in extension activities are appreciated and recognized by relieving them from their workload/classes. The absence is considered as on duty.

- The college has a Nature Club, Youth Welfare department, Women Enlightenment Forum etc. to promote students' involvement in extension activities.
- The institution promotes these extension activities by extending help in the form of manpower, funds refreshment and transport. The achievements of the teachers and students are acclaimed and highlighted in the assembly, college publications and local news papers, thus promoting their participation. Special incentives and concessions are given to outstanding performers.

**3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?**

**Social Surveys and Research:**

The following social surveys and research are undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society:

- Department of Psychology and Sociology conducted a survey on mental health among the employees of government and private sectors in 2014.
- Dr. Dinesh Dadhania conducted survey on adolescent related problems among college students in 2013 and gave guidance to students in handling stress, anxiety, adjustment, motivation, relationships, and fears and so on.

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

- The local community benefited immensely through the work put in by our

students. The adoption of the village Jambuda and other social services rendered to the slums and Ganga Mata Charitable Trust by our college has indeed raised the quality of life of these villagers and the needy people.

- Organizing free Medical Check-up Camps, providing free medicines and vocational training workshops every year have brought about a noticeable difference in the lives of the community. Our students have also been raising funds for infrastructure for these institutions.
- Raising funds for the inmates of Old Men's and Blind People's homes, distributing clothes and eatables on special days, our students bring a ray of light in the lives of the disadvantaged.
- Lecture series has been organized every year in order to bring about awareness about health, hygiene, diet. It resulted in improvement of wellbeing.
- The institution has the brilliant record of producing students who are not only academically sound but also well-rounded individuals, benefiting the family as well as the community.

#### **Values and skills inculcation**

- Extension and outreach programmes instil volunteerism and philanthropy in the students.
- A deeper understanding of and commitment to the community is developed in students.
- Experience gained through extension and outreach programmes helps students make better decisions, adapt to change, improve their self-esteem and better prepare for their career, among other benefits.
- Such programmes encourage students to develop a lifelong ethic of service to society

#### **3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on**

**the initiatives of the institution that encourage community participation in its activities?**

The community is involved in the extension activities of the institution mainly through two bodies, the Local Managing Committee and the Alumni Association. Since people from all walks of life are represented in these two bodies, this institution-community networking proves to be quite fruitful. Entrepreneurs, University Teachers, Lawyers, Businessmen, and Chartered Accountants comprise these bodies and they manage to rope in other professional colleagues to inspire, guide and motivate our students in the activities aimed at enriching the community as well as the institution. They help in collecting donations for the college and impart skills and training related to various subjects also.

**3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.**

The following constructive relationships have been forged with other institutions of the locality for working on various outreach and extension activities:

- The Department of Sociology organizes a visit to Government Mental Hospital regularly in order to familiarise the students with the common mental disorders.
- The college organizes Free Blood Check Up and Donation Camp regularly in collaboration with the Voluntary Blood Bank, Junagadh.
- NSS unit of the college organizes Annual Camps at different villages wherein the students stay there for seven days and render their social services to the villagers in collaboration with the Gram Panchayats.
- The college organizes various cultural events every year in collaboration with Knowledge Consortium of Gujarat, Gandhinagar.

**4 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.**

Various awards have been conferred on the principal and faculty members for their contribution towards welfare of society.

- Prof. N. A. Desai is one of the members of Advisory Committee of F. M. Radio at Junagadh Agricultural University.
- Dr. B. B. Vasava has been the District Co-ordinator of SUCEAT.
- Dr, B. B. Vasava is rendering his service as the College Co-ordinator for the exam of General Knowledge held by Bhavnagar Vikas Vartul.
- Pro. R.H.Kachadiya has been rendering her service as N.S.S Advisory Committee in BKMNU and also one of the members of Board of Sports.
- Pro. Dr. N.K.Dhadus is one of the members of Board of Accounting Association at National level.
- Prof. P G Radadiya is one of the members of Board of Accounting Association at National.
- Recognition of Principal Dr. Dinesh Dadhania as under:
  1. District Co-ordinator of ABVP.
  2. Consultant in NGOs:

J. V, Nariya Educational & Charitable Trust, Jamnagar.

DASTAK, Ahmedabad.

### **3.7 Collaborations**

#### **3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.**

The institution collaborates and interacts with the following institutes for research activities.

- Saurashtra University
- BKNMU
- Knowledge Consortium of Gujarat (KCG)

The college students and teachers visit and use research laboratories and libraries of these institutions for research activities.

#### **Examples of the initiatives**

- The students visited KCG, Gandhinagar for the research project assigned to them.
- The teachers pursuing research visit the Research Center of Saurashtra University every now and then.

#### **Benefits accrued of the initiatives**

- Collaborative research has been undertaken.
- Sharing facilities and equipment of collaborating institutions for research activities have improved and enhanced quality of the research undertaken.

#### **3.7.2 Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/ industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.**

Information regarding MOUs done by the institute is given below:

- Saurashtra University Career Counselling and Development Centre for arranging various competitive exams like SUCEAT etc.
- KCG (Knowledge Consortium of Gujarat) for Saptdhara Activities.

#### **Other Social Agencies**

- To commemorate the occasion of International Women's Day, Women

Empowerment Forum of the College, organised a seminar in collaboration with District Legal Services Authority. The purpose of the seminar was to enlighten the students and faculty about women's rights.

- Blood Donation Camps are regularly organized to save precious human lives. The motto of the volunteers on the occasions is that no one in the society should die due to lack of timely supply of free blood.

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

The following industry-institution-community interactions have contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/ new technology /placement services etc.

- The college's interaction with CAs through their college visits acquaints the college of new technologies, infrastructure & academic facilities and thus helps it create or upgrade its facilities as the case may be.
- Collaboration has been made with various industries It has not only proved very fruitful for placement of students but for establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution as interaction of these department with such collaborations has acquainted them with new technologies and techniques.

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

The institution organizes a state level seminar on computer technology every year. .

**3.7.5 How many of the linkages/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated –**

- a) Curriculum development/enrichment
- b) Internship/ On-the-job training
- c) Summer placement
- d) Faculty exchange and professional development
- e) Research
- f) Consultancy
- g) Extension
- h) Publication
- i) Student Placement
- j) Twinning programmes
- k) Introduction of new courses
- l) Student exchange
- m) Any other

### **Linkages/collaborations and the activities and beneficiaries**

The institution is ever ready to collaborate with various bodies for the benefit of the beneficiaries such as institution, students, faculty, local community and other stakeholders. It has established linkages which have enhanced and facilitated the establishment, creation and up-gradation of academic & infrastructure facilities of the institution in the following manner:

#### **a) Curriculum Development**

Twelve faculty members are the members of Board of Studies in their respective subjects in Saurashtra University. Through its collaboration with Saurashtra University, the faculty of the institution is actively involved in the framing and changing of the curriculum.

**f) Consultancy**

The institution has made a name for itself in the region through the consultancy services provided by it. In turn, we are also benefited by the expertise received by us from various agencies.

**g) Extension**

Through the vast range of extension activities provided by it, the college has been able to inculcate a spirit of service in the faculty as well as the students.

**h) Publication**

The college faculty has published a number of articles and books in collaboration with their colleagues in other colleges.

**i) Student Placement**

The Placement Cell of the college collaborates with a number of banks, corporations and other institutions which results in a number of on-campus and off-campus placements.

**j) Any other**

- As a result of MoU with SCOPE, the institute has enrolled a number of students for English Exam conducted by SCOPE Government of Gujarat affiliated to Cambridge University till date. This exam has been conducted online since July, 2011. There are only two exam centres in Junagadh District which conduct Online Exam and ours is one of them.
- As a result of MoU with Saurashtra University Career Counseling and Development Centre, the institute has been arranging various competitive exams like SUCEAT etc. The institute has arranged two exams till date and a number of students have appeared in the exams.

**3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/collaborations.**



The college is ever-ready to make the systemic efforts in planning, establishing and implementing the initiatives of the linkages/collaborations. The college plans and establishes the linkages/collaborations with state, local bodies, industries and research institutes to boost research, consultancy and extension tasks.

It works with them and takes initiative in enhancing and facilitating Curriculum development/enrichment, internship/ On-the-job training, research, consultancy, extension, publication, student placement and introduction of new courses. It implements the initiatives of the linkages/collaborations.

**Any other relevant information regarding Research, Consultancy and Extension which the college would like to include.**

Right from the time of its inception our college has been treating research as its top priority and boosting it in the best possible manner.

### **Research**

- The UGC Coordinators and Research Promotion cell keep track of UGC fellowships available or schemes of other funding agencies. They guide the desirous faculty through all the stages, namely applying for grant, grant of study leave, adjustment in time-table, exemption from extra-curricular work, TA & DA for travel etc.
- There is the provision of seed money for research in areas of vital significance.
- There is provision of institutional budget to the tune of Rs.1, 50,000 per annum.
- Students are encouraged to explore new horizons of knowledge through various projects. Free transport facility, books and CT tools are provided to them for research work.
- The college has developed a research centre and a rich library.
- College teachers are doing collaboration work with other universities, industries and organisations as well.
- Three college teachers have been recognised as research guides and guided

eleven doctoral candidates in the last five years. Six are in the process of completing their research, minor as well as major.

- A huge number of books with ISBN have been published by our faculty members.
- A respectable number of good quality research papers by the faculty members have been published in leading national and international journals.

#### **Consultancy:**

- The college ensures that the benefits of the knowhow, skills/expertise and exceptional gifts of the faculty reach the maximum numbers, irrespective of creed, region or nationality.
- Local schools, colleges, university, Govt. agencies, NGOs, neighbouring villages, institutions for disadvantaged sectors of the society, other educational institutes in and around Junagadh are our beneficiaries.
- Mostly, the services are rendered without the expectation of any remuneration. The funds raised through consultancy services are used for student welfare.

#### **Extension Activity:**

- The college adheres to the motto ‘maximum good of the largest numbers’ and is an ardent practitioner of the philosophy of ‘Vasudev Kutumbhkam’.
- Through its various outreach programmes, it has brought tremendous improvement in the lives of disadvantaged people of the villages adopted from time to time, institutions like Orphanage, Old age home, School for Blind, etc.
- The college has the fine practice of raising funds and collecting other valuable materials to help the victims of natural calamities.
- The students internalize the virtue of selfless service so well that they feel committed to help the underprivileged people wherever they meet them.
- The beneficiaries are their domestic helps, old and sick people in the

neighbourhood, accident victims and poor patients in hospitals needing blood.

- The best feature of our extension services is that we rope in the other agencies and institutions as well as expertise to bring about solid, life-long changes in the target groups.
- The college has a number of awards and incentives for faculty and students rendering help to the society. Besides they have been honoured by local, regional, national and international bodies.

**CRITERION-IV**  
**INFRASTRUCTURE & LEARNING RESOURCES**

**CRITERION-IV INFRASTRUCTURE & LEARNING RESOURCES****4.1 Physical Facilities****4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?**

The policy of the institution for creation and enhancement of infrastructure to facilitate effective teaching and learning is chalked out by the IQAC in consultation with the Building Committee, Purchase Committee and the Local Managing Committee. Keeping in view the current dynamics of effective teaching and learning and demands of new courses, the IQAC makes a policy to create and enhance new infrastructure and renovate the existing infrastructure. The policy is implemented by the Purchase Committee and Building Committee.

**4.1.2 Detail the facilities available for**

**a) Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.**

**b) Extra-curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.**

## a) Facilities available for Curricular and co-curricular activities–

<b>Classrooms</b>	<b>Tutorial spaces</b>
<ul style="list-style-type: none"> <li>• Lecture Halls</li> </ul>	
<b>Facilities/equipment for teaching</b>	<b>Laboratories</b>
<ul style="list-style-type: none"> <li>• Overhead Projectors</li> <li>• Slide Projectors</li> <li>• Xerox Machines</li> <li>• 24 hrs internet facilities in the college labs &amp; library</li> <li>• TVs</li> <li>• VCRs</li> <li>• Audio Players</li> <li>• Multimedia Projectors</li> <li>• Smart Boards</li> <li>• Multimedia CD ROMs</li> <li>• Server Lines</li> <li>• Internet Server</li> <li>• Cordless microphones</li> </ul>	<ul style="list-style-type: none"> <li>• Labs for computer with Wi-Fi technology</li> <li>• English Language Lab</li> <li>• Surfing Centers</li> </ul>

<b>Learning And Research</b>	<b>Technology-enabled Learning Spaces</b>
<ul style="list-style-type: none"> <li>• Computerized Library</li> <li>• Well equipped library with AC reading room</li> <li>• Separate Reading Rooms for the Teachers</li> <li>• Research Centre for Teachers</li> </ul>	<ul style="list-style-type: none"> <li>• Multi Media Computer Lab</li> <li>• Hi-tech English Language Lab</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Others 1</b></li> </ul>	
<ul style="list-style-type: none"> <li>• A State of the Art Auditorium.</li> </ul>	

<ul style="list-style-type: none"> <li>• Foyer</li> <li>• Language Lab for students to work on their speaking skills.</li> <li>• Music and Dance Rooms.</li> <li>• Fashion Lab for designing and preparing the costumes</li> <li>• State of the Art Kitchen</li> </ul>	
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**b) Facilities available for Extra –curricular activities**

<b>Sports, Outdoor and Indoor Games</b>	<b>Public speaking/cultural activities</b>	
<ul style="list-style-type: none"> <li>• Sports Office with Computer and Internet</li> <li>• Basketball Court</li> <li>• Cricket field</li> <li>• Ball Badminton Court</li> <li>• Table Tennis(Table)</li> <li>• Yoga Centre</li> <li>• Volley Ball Ground</li> <li>• Store for sports equipment</li> <li>• Bus for players</li> <li>• Sports Kit provided to all players taking part in inter-college competitions.</li> <li>• Payment of TA and DA to outstanding players for participation in state, national and international competitions</li> <li>• Healthy refreshment and diet for all the players</li> </ul>	<ul style="list-style-type: none"> <li>• A State of the Art Auditorium</li> <li>• Language Lab for speaking skills.</li> <li>• Music and Dance Rooms.</li> <li>• Computer Lab</li> <li>• Seminar Hall</li> </ul>	
	<b>Communication Skills Development</b>	
		<ul style="list-style-type: none"> <li>• Language Lab for students to work on their speaking skills</li> </ul>
	<b>Health and Hygiene</b>	
	<ul style="list-style-type: none"> <li>• Gymnasium</li> <li>• Yoga Centre</li> <li>• Services of an MD doctor available in case of emergencies</li> <li>• Health Care Centre</li> <li>• Regular visits of a qualified doctor (Dr. Pratibha) in the college &amp; the hostel.</li> </ul>	
<b>NSS</b>	<b>NCC</b>	
<ul style="list-style-type: none"> <li>• College NSS Wing comprising of 200 volunteers</li> </ul>	<ul style="list-style-type: none"> <li>• College NCC Wing</li> </ul>	

<ul style="list-style-type: none"> <li>• College NSS office with Computer and Internet</li> </ul>	<ul style="list-style-type: none"> <li>• College NCC office with Computer.</li> </ul>
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**4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution/ campus and indicate the existing physical infrastructure and the future planned expansions if any).**

The college has a huge infrastructure of good standard. Our beautiful campus caters to the growing needs of our students and faculty. The highly committed administration ensures that the available infrastructure is optimally utilized.

The class rooms are occupied from early morning to evening for teaching programmes. The various laboratories are used throughout the day for conducting practical classes, skill development courses and workshops. The college auditorium is constantly used for academic functions, National and International Conferences, Cultural Programmes for University and State level festivals, stage rehearsals and interactive sessions of the students and the faculty with eminent educationists from India and abroad. The college library ensures the optimum use of the books and journals. Reading room is always fully occupied with students quietly focused on the reference books. The Seminar Hall is regularly used for conducting seminars and presentations.

During Navratri the college ground is also used by other educational and social institutions to organize Garba programmes.

**Specific examples of the infrastructural facilities developed/ augmented/the amount spent during the last four years:**

**Grant in aid Course**

Sr.	Head	2013-14	2014-15	2015-16	2016-17
1	Building	118462	118462	118462	118462
2	Computer	-	-	-	-
3	Equipment	59794	61114	42634	31899



4	Furniture	4299	-	-	-
5	Other	266786	210545	190558	290977
	<b>Grand Total</b>	<b>449341</b>	<b>390121</b>	<b>351654</b>	<b>441338</b>

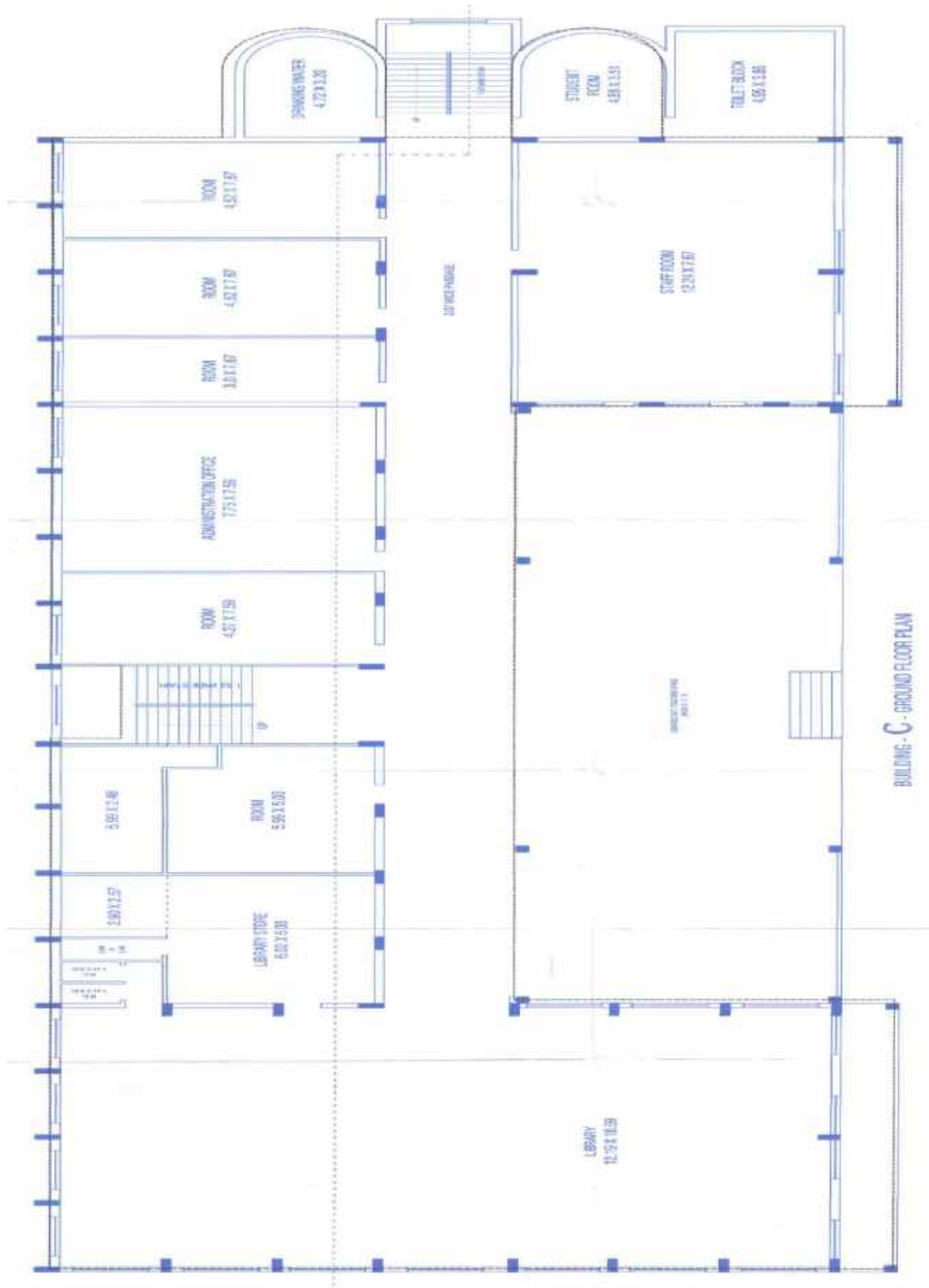
**Self Finance Course**

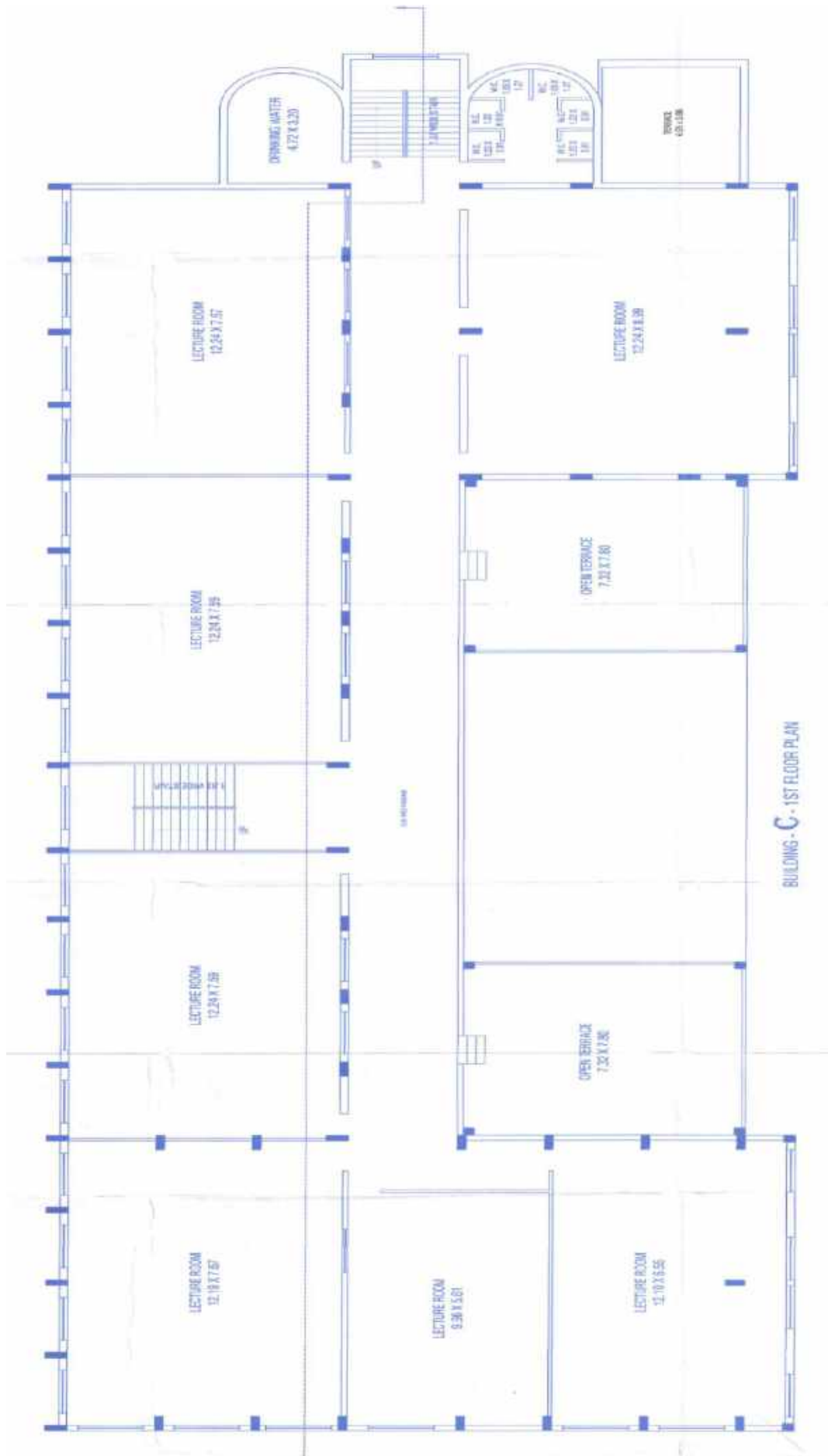
Sr.	Head	2013-14	2014-15	2015-16	2016-17
1	Building	600000	600000	600000	600000
2	Computer	-	-	-	12950
3	Equipment	466875	112246	168467	235550
4	Furniture	-	26830	19000	16350
5	Other	587242	535602	1115292	1132519
	<b>Grand Total</b>	<b>1654117</b>	<b>1274678</b>	<b>1902759</b>	<b>1997369</b>

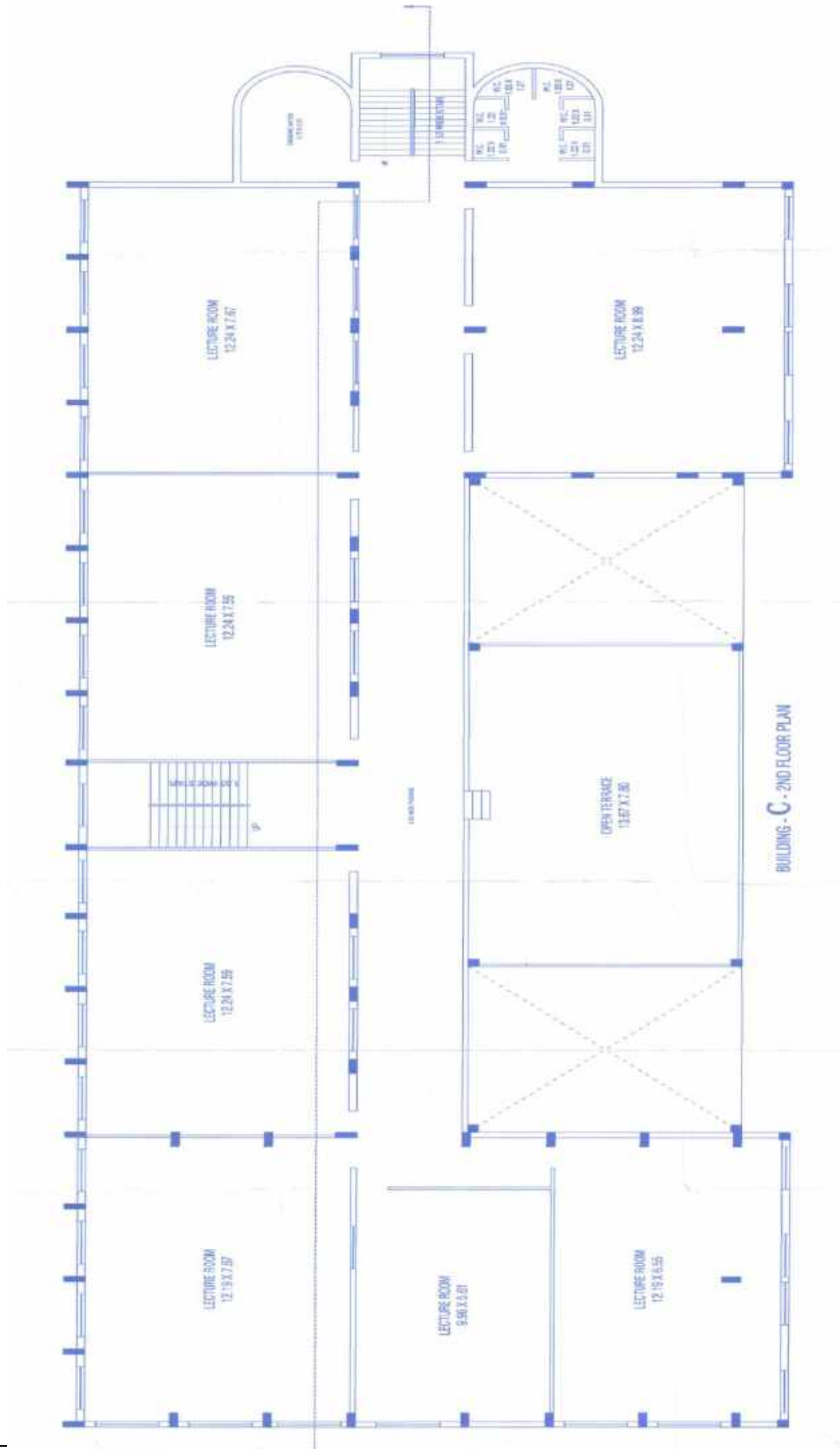
**UGC**

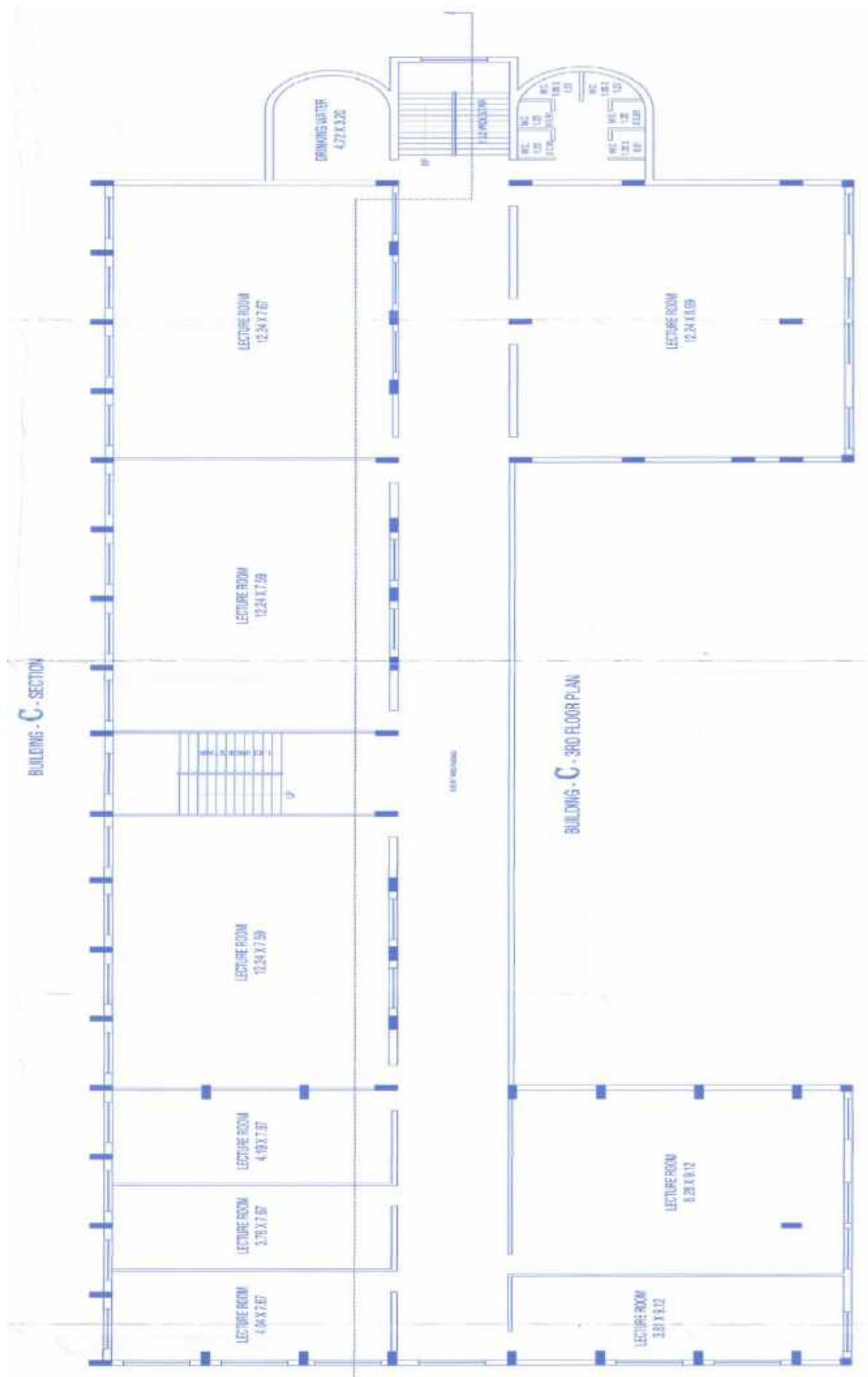
Sr.	Head	2013-14	2014-15	2015-16	2016-17
1	Building	-	-	-	-
2	Computer	-	-	-	58450
3	Equipment	-	181715	118953	308698
4	Furniture	-	-	-	-
5	Other	804919	32190	30420	475314
	<b>Grand Total</b>	<b>804919</b>	<b>213905</b>	<b>149373</b>	<b>842462</b>

Master Plan of the Institution indicating the existing physical infrastructure and the future planned expansions:









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

The institution has one specially built ramp for the differently-abled students. Moreover, the college ensures that the students' classes are confined to the ground floor. During the exam, the differently abled students are allowed to appear for the exam on the ground floor only.

**4.1.5 Give details on the residential facility and various provisions available within them:**

- **Hostel Facility – Accommodation available**
- **Recreational facilities, gymnasium, yoga center, etc.**
- **Computer facility including access to internet in hostel**
- **Facilities for medical emergencies**
- **Library facility in the hostels**
- **Internet and Wi-Fi facility**
- **Recreational facility-common room with audio-visual equipments**
- **Available residential facility for the staff and occupancy**
- **Constant supply of safe drinking water**
- **Security**

There is residential facility available in the institute. There are four hostels which can accommodate minimum 1200 students. The rooms are airy and well equipped. As the hostel is quite next to the institution, there prevails no necessity for internet facility in the hostel. Students can accomplish their computer related work at the college. All the staff members are from Junagadh. So there has been no need to provide occupancy for them. All are settled in their own houses since long. However, library with internet is

kept open 24 hours for those pursuing their research. Playground and all sports facilities are also made available to students round the clock.

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

- The institute has engaged Dr. Prabhaven Patel to meet health problems. She is available to the campus on phone call.
- The economic help is provided in a special case.

**4.1.7 Give details of the Common Facilities available on the campus –spaces for special units like IQAC, Grievance Redressal unit, Women’s Cell, Counselling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.**

**1. Spaces for special units**

**IQAC:**

It is housed in the Principal’s Office of the college. It assures internal quality by planning for new courses at UG, introducing more teaching aids to improve the teaching-learning process and encourage innovative practices, enhancing the infrastructural facilities in terms of space, equipment, laboratories, libraries etc.

**Women’s Cell**

There is a Women Enlightenment Forum. It is housed in Psychology department of the college. It sensitizes the girls about problems faced by them.

**Counselling and Career Guidance:**

There is a Career Counselling Centre. It is housed in the Department of English. The Convenor and the student members of Career Counselling Centre are available in their free time to listen to the various problems of students as well as their parents and address these problems. The students have easy access to many kinds of counselling service such as admission counselling by the admission committee, personal counselling through the Helpline for Stress Management & career counselling by the

College Placement Cell.

**Grievance Redressal Unit:**

It is housed in the College Staff Room. The Convenor and the student members of Grievance Redressal Unit are available to address the grievances of the students in their free time. The students can bring their problems to them directly or through the Student Council and be sure of redressal. All kinds of problems are addressed speedily.

**Placement Cell:**

The College Placement & Employment Cell is housed in the Administrative office of the college. It is constantly engaged in counselling and guiding the students for their successful placements. The students are trained to suit the various needs of the industry.

Various organisations are invited for campus & off-campus placements.

**2. Recreational spaces for staff and students**

- There is a gymnasium and yoga center for staff and students. Apart from this there is also a Reception Counter where the visitors, parents and new students can get guided and counselled.
- The college has a well planned, well furnished staff area with an air-conditioned room, a staff library with separate reading room for teachers. There is also a well-equipped kitchen with a hot case, water filter, gas oven, electric kettle and crockery, a refrigerator and a microwave.
- The staff room has study tables as well as cupboards for the teachers. There is also the facility of a Retiring room. There are two full time attendants to cater to the needs of the teachers. Even the veranda outside the staff room is earmarked for the teachers, an area where they can handle the problems of the students.
- There is a very spacious and well-furnished multi-activity girls' room for the students where they can relax in their free periods.



### 3. Other spaces

- The facility of RO water coolers is available for students and teachers separately on the ground floor.
- Separate parking for both students and teachers is made available.

## 4.2 Library as a Learning Resource

### 4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

Yes, there is a Library Committee comprising of five members with the librarian as its convener. The Committee is responsible for all the decisions regarding library matters. Members of the Library Advisory Committee are chosen judiciously to represent all the streams.

No.	Name	Designation	Commit. Designation
1	Ms. Chandrika Chudasama	Librarian	Chairperson
2	Dr. P. G. Bheda	Asso. Prof. Sociology	Member
3	Prof. Khyati Dodiya	Asst.Prof. English	Member
4	Juli Vishnoria	Student	Member
5	Anjali Vadariya	Student	Member

The following significant initiatives have been implemented by the committee to render the library, student/user friendly:

- The library has been partly air conditioned.
- A Reading Room furnished with tables, chairs and counters has been created for the students.
- A separate periodical section has also been created in the library.
- A Book Bank has been functioning in the college, providing books to underprivileged students. The Book Bank is managed by a committee of teachers and library volunteers.

- Extra readers tickets are provided to the Scholars and library volunteers as a special privilege
- Special help is rendered to students preparing for competitions.
- Old question papers of and final exams in all the subjects are made available to the students.
- Copies of syllabi prescribed by the university, with question-wise division of marks etc. are also available to students for ready reference.
- Library is opened even during holidays for preparation for youth festivals, debates etc.
- The library staff keeps the faculty and the students updated regarding its latest acquisitions.
- The new titles are displayed on the display boards at the entrance of the library.
- The information regarding new arrivals is also given through the college notice board.
- A special section has been maintained for university's previous years question papers.

#### 4.2.1 Provide details of the following:

- **Total area of the library (in Sq. Mts.)**
- **Total seating capacity**
- **Working hours (on working days, on holidays, before examination days, during examination days, during vacation)**
- **Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)**

<b>Total area of the library (in Sq. Mts.)</b>	4633Sq.Ft
<b>Total seating capacity</b>	100 Chairs
<b>Working hours (on working</b>	Working hours on working days, before

<b>days, on holidays, before examination days, during examination days, during vacation)</b>	examination days, during examination days, during vacation are from 8.00 a.m. to 4.30 p.m. On holidays, the library remains closed unless there is a preparation for youth festivals, debates etc.
<b>Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)</b>	It serves as an IT zone for accessing e-resources.

**4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.**

The library has evolved a system to ensure purchase and use of current titles, important journals etc. The teachers put up their demand for the latest material, the principal recommends it and quotations and catalogues are invited from the publishers at the beginning of the year. Sometimes, teams of teachers are even sent to publishing houses or book fairs to procure new books.

Library holdings	2013-14		2014-15	
	No	Total Cost	No	Total Cost
Text books and	2488	72569	997	141643
Reference Books	81	6599	00	00
Journals/ Periodicals	61	25350	55	28620
Library holdings	2015-16		2016-17	
	No	Total Cost	No	Total Cost
Text books and	2565	272861	1866	156372
Reference Books	87	11306	14	2450
Journals/ Periodicals	64	31010	62	32440

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

* OPAC	-
* Electronic Resource Management package for e-journals	The college library subscribes to the N-list scheme of INFLIBNET.
* Federated searching tools to search articles in multiple databases	No such tool has been deployed.
* Library Website	There isn't any separate Library Website.
* In-house/remote access to e-publications	There is In-house/remote access to e-publications
* Library automation	Library automation has been done.
* Total number of computers for public access	Two
* Total numbers of printers for public access	One
* Internet band width/ speed	2 Mbps - 4 8 Mbps - 1
* Institutional Repository	No such tool has been deployed.
* Content management system for e-learning	No such tool has been deployed.
* Participation in Resource sharing networks/consortia (like Inflibnet)	There is participation in INFLIBNET

**4.2.5 Provide details on the following items:**

* Average number of walk-ins	100-150 walk-ins daily
* Average number of books issued/ returned	200-225 daily
* Ratio of library books to students enrolled	1:02
* Average number of books added during last three years	13010
* Average number of login to opac (OPAC)	40
* Average number of login to e-resources	38

* <b>Average number of e-resources downloaded/printed</b>	65
* <b>Number of information literacy trainings organized</b>	As per the need of users as well as directions of members of the Library Committee.
* <b>Details of “weeding out” of books and other materials</b>	We store such books in the store room.

#### 4.2.6 Give details of the specialized services provided by the library

* <b>Manuscripts</b>	The college doesn't provide this service.
* <b>Reference</b>	The college provides this service.
* <b>Reprography</b>	The college provides this service.
* <b>ILL (Inter Library Loan Service)</b>	The college doesn't provide this service.
* <b>Information deployment and notification</b>	The college provides this service.
* <b>Download</b>	The college provides this service.
* <b>Printing</b>	The college provides this service.
* <b>Reading list/ Bibliography compilation</b>	The college provides Reading list only.
* <b>In-house/remote access to e- resources</b>	The college provides this service.
* <b>User Orientation and awareness</b>	The college provides this service.
* <b>Assistance in searching Databases</b>	The college doesn't provide this service.
* <b>INFLIBNET/IUC facilities</b>	The college library subscribes to the N- list scheme of INFLIBNET.

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

The support provided by the Library staff to the students and teachers of the college is in the form of

- Computers
- Internet
- Reprographic Facility
- Overnight issue of reference books
- Property Counter
- Library volunteers to help readers trace the books
- AC reading room for students
- A separate study table for staff
- Timely issue/return of books
- Maintaining peaceful and academic environment
- Support in e-learning, computer operation

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

- A special ramp has been constructed to enter in the library for differently abled students. The library volunteers and staff are deputed to extend any help required by the visually and physically challenged persons.
- Special support has been provided to the differently abled students by the staff members.

**4.2.9 Does the library get the feedback from its users? If yes, how is it analysed and used for improving the library services. (What strategies are deployed by the**

**Library to collect feedback from users? How is the feedback analysed and used for further improvement of the library services?)**

No.

No separate feedback has been taken for library.

### 4.3 IT Infrastructure

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

- **Number of computers with Configuration (provide actual number with exact configuration of each available system)**
- **Computer-student ratio**
- **Stand alone facility**
- **LAN facility**
- **Licensed software**
- **Number of nodes/ computers with Internet facility**
- **Any other**

The college has four state of the computer laboratories equipped with 60 computers with latest configuration. All computers are interconnected through campus area networking. The network is managed and controlled by high-end servers installed in the server room. In order to cater to the needs of students of different branches, the college has procured a number of licensed softwares. The college provides round-the-clock Internet facility through 7 high speed Internet broadband connections.

#### **Available Hardware:**

#### **1. Computers**

##### **(A) Teaching Department:**

<b>Sr. No.</b>	<b>Department</b>	<b>Quantity</b>
1	DELL/SCOPE English Language Lab	24+1*=25

2	Computer Department Lab	100
3	Tally Lab	30
6	Common Room of Teachers	02
8	Library	03
9	Games Room	01
10	Research Centre	01
11	Admin Office	06
12	IQAC Chamber	01
	<b>Total</b>	<b>169</b>

\* 24 computers and 1 server are available.

**All teachers are having their personal laptop, too.**

**(B) Non Teaching Department**

Sr.No.	Department	Quantity
1	Account Office	06
2	General Office	05
3	Principal Office	01
4	Students Council Room / Sports Room	01
5	Reception	01
	<b>Total</b>	<b>09</b>

**Teaching Aids Hardware:**

S.No.	Items	Department	Quantity
1	Projectors		
	DELL - 1210	ROOM NO. 101,107,108,201,203,204, 210,301,305,306, 312,313, 314	13
	DELL 1220	ROOM NO. 105, 206, 207, 208, 209, 211, 212 ,PRINCIPAL'S CHAMBER	9



	TOSHIBA	DELL LAB	1
	BENQ – MP523	ROOM NO. 205	1
	Total Projectors		24
2	Promethean Smart Boards		2
3	Video Conferencing Kit		1
4	Podium		9
5	Visualizers		2

### Number of computers with Configuration

### Configuration of some latest Machines

#### Computers:

Sr. NO.	Brand/ Company	Configuration	
1.	DELL	INTEL CORE IS ,7 <sup>TH</sup> GENERATION 3.0 GHZ/8 GB DDR4 RAM/ 1 TB HDD/ 19.5” LED/ KBD/ MOUSE	30
2.	WIPRO	INTEL C2D, 2.93 GHZ/ 3 GB DDR3 RAM / 500 GB HDD / 18.5” LED / KBD/ MOUSE	21
3.	WIPRO	INTEL C2D, 2.93 GHZ / 2 GB DDR2 RAM / 160 GB HDD / 18.5” LED / KBD / MOUSE	13
4.	HP	ALL IN ONE	1
5.	WIPRO	INTEL C2D, 2.93 GHZ / 2 GB DDR RAM / 160 GB HDD / 18.5” LED / KBD / MOUSE	21
6.	WIPRO	INTEL DUEL CORE 2.0 GHZ / 3 GB RAM / 160 GB HDD / 15.6” LED / KBD / MOUSE	34

7.	HCL	INTEL C2D, 2.93 GHZ / 2 GB DDR / 2 GB RAM / 160 GB HDD / 15.6" LED / KBD / MOUSE	34
8.	ZENITH	INTEL DUAL CORE 2.0 GHZ / 1 GB RAM / 160 GB HDD / 17" LED / DVD WRITER / KBD / MOUSE	25
9.	WIPRO SERVER	INTEL XEON 1.6 GHZ E5310 / 8 GB RAM / 500*2 GB HDD / 17" LED / KBD /MOUSE	3
10.	LENOVO	INTEL CORE I5 / 4 GB RAM / 1 TB HDD / DVD WRITER /19.5" LED / KBD / MOUSE	1
11.	DELL	INTEL CORE I3 3.7 GHZ / 500 GB HDD / 4 GB RAM / 16" LED / KBD / MOUSE	5
12.	HCL	INTEL C2D, 2.93 GHZ / 2 GB DDR2 RAM / 160 GB HDD / 16" LED / KBD / MOUSE	1
13.	WIPRO	INTEL C2D, 2.93 GHZ / 2 GB DDR RAM / 160 GB HDD / 17" LED / KBD / MOUSE	3
14.	WIPRO	INTEL C2D, 2.93 GHZ / 2 GB DDR RAM / 160 GB HDD / 16" LED / KBD / MOUSE	1
		<b>Total</b>	193

**Computer-student ratio:**

- Total number of laptops are given to teaching faculties: 40
- Total number of students who are studying computer science as a part of their curriculum: 2164
- Computer student ratio: 1:31

**LAN facility:** Available

**Number of nodes/ computers with Internet facility Licensed Software:**

S.No	Items	Quantity
1	Windows Server CAL (Clients Access Licence) Academic Edition	25
2	Windows Server CAL (Clients Access License) Academic Edition	25
3	Microsoft Office Standard 2007 (Academic Edition)	10
4	Oracle Standard Edition.	06
5	Windows Professional	02
6	SPSS Software (For Commerce Dept).	02

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

Faculty and students can avail of the facility of four ultra-modern labs equipped with 60 machines with the latest configuration. Other Departments can access computer and Internet facility by using central computing lab and computerized library. Students and faculty members can enrich their knowledge and can get the latest information of the whole world by using 7 high speed Internet Broad band connections whose details are given below:-

S.No.	Type of connections	Quantity
1	BSNL Broadband 8 Mbps Bandwidth	1
2	BSNL Broadband 2 Mbps Bandwidth (VPN)	1
3	Connect Broadband 1 Mbps Bandwidth	3
4	Connect Broadband 3 Mbps Bandwidth	1
5	BSNL Broadband 512 kbps Bandwidth	1
	<b>Total</b>	7

In addition to this faculty and students can access e-resources subscribed through INFILIBNET on the campus as well as off campus.

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

The college deploys and upgrades its IT infrastructure and associated facilities every year on the basis of the following two strategies:

1. To fulfil the needs of the students either due to increase in strength or change in the syllabi.
2. To resolve the compatibility issues because there are rapid changes in the IT sector within a short period of time.

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

The college has no fixed budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution. College has been adding new computers with latest configuration for the last 3 years due to manifold increase in strength of students.

The college always prefers to purchase branded computers and accessories. Maintenance of such branded equipment is done by the company during the warranty period which is generally of 2-3 years. When the warranty period is over, the college maintains the equipment on its own. The institution has also a fulltime network administrator, who manages the whole campus area networking and handles the troubleshooting of computer systems. In case of major hardware problems, the college takes the services of hardware engineers from the market. In order to provide uninterrupted power supply to the computer system, the college is having a number of UPSs which are maintained by AMC. In case of power cut the college also has a high capacity power generator.

**4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?**

The institution facilitates extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students by providing the following facilities in the college:

- Central computing facility
- Computerized Library

- CD Library
- Internet, printers, scanners, reprographic machines
- Audio-Visual Resources available in library
- Online Journals through JSTOR subscription
- Free e-books and online journals available through membership of UGC NLIST Programme for Colleges

**4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching - learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.**

The learning activities and technologies deployed by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher by taking the following measures:

- The college provides its students with an access to internet connections, printers, scanners and photocopiers. Students are utilizing this facility for their project work. On the special request of students or faculty members, the library is kept opened during holidays or examination days.
- The college provides its Computer students a CD Library
- Audio-Visual Resources are available in library
- Language Lab has also been set up for students.
- Smart classrooms provide students' access to ICT enabled classrooms/ learning spaces.
- The college provides its students an access to Free e-books and online journals available through membership of UGC NLIST Programme for colleges

**4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?**

No, the Institution does not avail of the National Knowledge Network connectivity directly or through the affiliating university.

#### 4.4 Maintenance of Campus Facilities

##### 4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

a.	Building	28,74,000
b.	Furniture	65,000
c.	Equipment	34,22,000
d.	Computers	70,000
e.	Other	53,00,000

The institution ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities through Academic Council in consultation with the Building Committee, Purchase Committee and the Local Managing Committee.

##### Details of budget allocated during last four years

###### Grant in aid Course

Sr.	Head	2013-14	2014-15	2015-16	2016-17
1	Building	118462	118462	118462	118462
2	Computer	-	-	-	-
3	Equipment	59794	61114	42634	31899
4	Furniture	4299	-	-	-
5	Other	266786	210545	190558	290977
	<b>Grand Total</b>	<b>449341</b>	<b>390121</b>	<b>351654</b>	<b>441338</b>

###### Self Finance Course

Sr.	Head	2013-14	2014-15	2015-16	2016-17
1	Building	600000	600000	600000	600000

2	Computer	-	-	-	12950
3	Equipment	466875	112246	168467	235550
4	Furniture	-	26830	19000	16350
5	Other	587242	535602	1115292	1132519
	<b>Grand Total</b>	<b>1654117</b>	<b>1274678</b>	<b>1902759</b>	<b>1997369</b>

**UGC**

Sr.	Head	2013-14	2014-15	2015-16	2016-17
1	Building	-	-	-	-
2	Computer	-	-	-	58450
3	Equipment	-	181715	118953	308698
4	Furniture	-	-	-	-
5	Other	804919	32190	30420	475314
	<b>Grand Total</b>	<b>804919</b>	<b>213905</b>	<b>149373</b>	<b>842462</b>

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

The college has a full-fledged team to maintain and repair the infrastructure facilities and equipment. There is the College Management Committee who heads an efficient team of carpenters, electricians, welders, painters, gardeners, plumbers, groundsmen, technicians, lab attendants and other support staff. This team is ever-ready to attend to the minor faults, repairs, upkeep, landscaping, cleanliness and sanitation. The college also has an Annual Maintenance Contract with companies for computer learning, facilitators, other gadgets and lab equipments. The college has its own power substation and a stand-by silent generator system.

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

The institute takes up calibration and other precision measures for the equipment/instruments at 50 mega hertz + - %.

**4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?**

The major steps taken for location, upkeep and maintenance of sensitive equipment are given below:

- There is deployment of an electrician for location, upkeep and maintenance of sensitive equipment.
- There is installation of voltage stabilizers and transformers for equipment to control voltage fluctuations.
- Equipments are placed at proper & safe places.
- The college has its own power substation with line of 11,000 volts.
- Electricians of Paschim Gujarat Vij Corporation Ld. are outsourced for its upkeep and maintenance
- There is an overhead water tank with submersible water pump for constant supply of water

**Any other relevant information regarding Infrastructure and Learning Resources which the college would like to include.**

**Rest rooms**

There is a separate passage with the facility of seating arrangement for the students in the institution. This rest room is cleaned and maintained by the attendants in charge of this area.

**Vehicle parking**

The institution has a well planned parking area near the entrance of the institution. It comprises Covered Car Parking, Scooter Parking, Official Car Parking and open parking for visitors/students.

**Telephone**

The phone at the reception is available to the students in case of emergencies.



**Public Address System**

Speakers have been installed in all departments of the college to make important announcements. Moreover, students and parents are informed about meetings and other important occasions through bulk messaging system.

**Safety**

The students are allowed to enter into the campus only with identity cards. Visitors and parents are permitted to enter only after prior appointments.

**CRITERION-V**  
**STUDENT SUPPORT & PROGRESSION**

**CRITERION V: STUDENT SUPPORT AND PROGRESSION****5. Student Mentoring and Support****5.1.1 Does the institution publish its updated prospectus/handbook annually? If ‘yes’, what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?**

Yes, the institution publishes its updated Prospectus, Diaries, News Bulletin and Sports News annually. The following information is provided to students through these documents:

**PROSPECTUS**

The prospectus imparts information regarding the vision, mission, facilities, facilitators, policies and programmes of the institution. It is a comprehensive document that covers the course content, salient features, subject combinations, specialization and scope of each of the courses/disciplines. A step-by-step guide for eligibility conditions and rules and regulations, it also exposes the students to the development activities and support services available in the college. The fee and fund structure, guidelines for scholarships, stipends and fee concessions are given in detail.

**SPORTS NEWS**

Spectacular achievements of our sports women in all the games offered by Saurashtra University at the national and regional level are highlighted. Honours and awards bestowed on our distinguished players as well as Annual Sports Festival conducted in the college are also described in detail.

In consonance with the vision and mission stated in the Prospectus, the institution aims at the holistic growth of the students combining a commitment to teaching excellence with extensive sports and other opportunities. The combination of excellent facilities and facilitators ensures that this commitment is honoured. In addition to this, inputs in the form of feedback from the stakeholders (students, parents, LMC Members) keep the institution accountable and on the track.

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

The college is ever-ready to boost the performance of the gifted students and help the disadvantaged through scholarships and free-ships given by government norms. The financial aid is available and effectively disbursed in time. The scholarships and free-ships given in the last four years were as follows:-

**YEAR 2012-13**

<b>Types of scholarship</b>	<b>No. Of Students Benefitted</b>	<b>Amount Distributed</b>
SEBC	327	793523
SC	48	213454
ST	9	69210
MINORITY	0	0
HANDI CAP	6	15000
<b>TOTAL</b>	<b>390</b>	<b>1091187</b>

**YEAR 2013-14**

<b>Types of scholarship</b>	<b>No. Of Students Benefitted</b>	<b>Amount Distributed</b>
SEBC	376	1081007
SC	70	308800
ST	12	89960
MINORITY	0	0
HANDI CAP	5	12500
<b>TOTAL</b>	<b>463</b>	<b>1492267</b>

**YEAR 2014-15**

<b>Types of scholarship</b>	<b>No. Of Students Benefitted</b>	<b>Amount Distributed</b>
SEBC	466	1540442
SC	88	458590
ST	9	61320
MINORITY	0	0
HANDI CAP	4	10000
<b>TOTAL</b>	<b>567</b>	<b>2070352</b>

**YEAR 2015-16**

<b>Types of scholarship</b>	<b>No. Of Students Benefitted</b>	<b>Amount Distributed</b>
SEBC	611	1842619
SC	114	488945
ST	0	89940
MINORITY	08	Through Bank
HANDI CAP	04	10000
<b>TOTAL</b>	<b>737</b>	<b>2431404</b>

**YEAR 2016-17**

<b>Types of scholarship</b>	<b>No. Of Students Benefitted</b>	<b>Amount Distributed</b>
SEBC	626	2239644
SC	127	960930
ST	-	-
MINORITY	-	-
HANDI CAP	-	-
<b>TOTAL</b>	<b>753</b>	<b>3200574</b>

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

The college caters to the academic needs of the students belonging to the rural areas of the state. There are lots of students who belong to the non-creamy layer of the society or who are from economically weaker sections of the society. The state government and central government provide financial assistance to these students through the institute. The percentage of the students benefitted from these scholarships is given below:

<b>Year</b>	<b>Total number of students</b>	<b>Number of Students benefitted</b>	<b>% of students received Financial assistance</b>
2013-14	731	463	63.33
2014-15	789	567	71.86
2015-16	862	737	85.49
2016-17	757	530	70.01

**5.1.4 What are the specific support services/facilities available for**

- a. Students from SC/ST, OBC and economically weaker sections**
- b. Students with physical disabilities**
- c. Overseas students**
- d. Students to participate in various competitions/National and International**
- e. Medical assistance to students: health centre, health insurance etc.**
- f. Organizing coaching classes for competitive exams**
- g. Skill development (spoken English, computer literacy, etc.,)**
- h. Support for “slow learners”**
- i. Exposures of students to other institution of higher learning/ corporate/business house etc.**
- j. Publication of student magazines**

The Institution is constantly engaged in prodding the students towards successful completion of their courses. In pursuance of this aim, the college offers various support services and facilities:

**a. Students from SC/ST, OBC and economically weaker sections**

- Scholarship is given.
- Reservation in admission is provided.
- Remedial coaching is provided.
- Poverty Concessions are provided.
- Peer learning is provided.

**b. Students with physical disabilities**

- The institution has two specially built ramps for the students with physical disabilities.

- Classes of students with physical disabilities are confined to the ground floor
- An elevator is also in the pipeline to meet the needs of the students with physical disabilities.

**c. Overseas students**

All facilities available to general students of the institute are also offered to them also, but there is no overseas student admitted in the institution.

**d. Students to participate in various competitions/National and International**

- Special coaching classes are taken and guidance is given.
- Career coaching classes are taken.
- Competitive books & magazines facility is provided.
- Computer with net facility is provided.

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

- In case of emergencies, there is a tie-up with Dr. Chothani's Hospital.
- A qualified doctor visits the college regularly.

**Note: In addition to the insurance coverage provided by the college, the University also provides accident policy to all students under the title "Saurashtra University Vidyarthi Surakha Nidhi". Saurashtra University gives-**

- i. Rs.100000/- if he/she died due to natural death or accident.
- ii. Rs.25000/- if he/she became handicap due to accident (both legs/hands)
- iii. Rs. 12500/- if he/she became handicap due to accident (one leg/hand)

**f. Organizing coaching classes for competitive exams**

- Remedial classes are conducted for slow learners.
- Special coaching classes are taken and guidance is given to brilliant students.

- Career coaching classes are conducted in collaboration with N. D. Creative.
- Competitive books & magazines facility is provided.
- Computer with net facility is provided.

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

- Add-On Courses like Communication Skills, Computer Fundamentals and Internet Applications etc are offered.

**h. Support for “slow learners”**

- Peer learning-Meritorious students are asked to help the slow learners.
- Remedial classes are organised for such slow learners.
- Their daily homework is checked to monitor their progress.
- They are guided to take coaching from specialists in the field.
- They are referred to the counselling cell which diagnoses their problem and suggests psychological steps especially in cases of acute stress, depression, low self-esteem etc.
- Simplified versions of books are recommended to them.
- Special tests are conducted for them.
- Teachers resort to code-switching so that such students understand the gist of their lecture.
- Certain Add-on courses are introduced to hone their skills.

**i. Exposure of students to other institutions of higher learning/ corporate/business houses etc.**

- Industrial visits around the district are arranged to expose the students to the business environment.



- Discussions with managers of various financial institutions and corporations are arranged to inspire and enlighten our students.
- Interactive sessions with faculties from other reputed institutions of Saurashtra University and other professionals are organized to ignite the students' desire for new ventures.

**j. Publication of student magazines**

The Trust monthly publishes a magazine for students called VIDHYA PARAB. Ever since its publication in the year 2004, it is an ideal platform for students to realize their creative potential and hone their writing skills.

- The students of Commerce Department bring out a Wall magazine called 'Stambh' which comprises general as well as articles relating to the latest developments in commerce and economics.
- An e-newspaper is also in the pipeline.
- The students of computer help the faculty in other publications of the college, like News Bulletin.

**5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.**

The college adopts various measures to develop entrepreneurial skills among the students:

- Industrial visits are arranged to expose the students to the business environment.
- Discussions with managers of various financial institutions and corporations are arranged to inspire and enlighten our students.
- Interactive sessions with Chartered Accountants, Income Tax Commissioners and other professionals are arranged to ignite the students' desire for new ventures.

- Entrepreneurial Events like Navaratri Mela are organized by the Arts, & Home Science Department, in which students sell their products.
- NSS department holds various exhibitions to facilitate entrepreneurial skills of the students. For instance during Rakhi Festival, the NSS department designed Rakhis for sale.

### **Impact of these efforts**

- Our students have been employed in public and private sector as anchors, journalists, chartered accountants, income tax commissioners etc.
- Our students have ventured out to set up their boutiques, beauty parlour etc.
- Skill enhancement opportunities provided by the college paved their way for higher education in prestigious institutes across the state.
- Professionalism has been instilled in them.

### **5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.**

- **additional academic support, flexibility in examinations**
- **special dietary requirements, sports uniform and Materials**
- **any other**

To promote participation of students in extra-curricular and co-curricular activities, the Sports Wing and the Youth Welfare Club and the Admission Committee of the college chalk out the policies and strategies. The Admission Committee makes sure that the students enrol themselves in at least one activity. A number of steps are taken to ensure that the most talented girls are picked up by organizing trials in various games at the beginning of the session. A Talent Hunt is organized for all the freshers which is another way of showcasing the speaking, singing, dancing and theatrical skills of the students. Once the Trials and the Talent Hunt are over, the students are

enrolled in various clubs and committees and coached rigorously in their chosen areas. For this purpose, the institution avails of the services of the extremely talented faculty as well as professional coaches.

The policies and strategies of the institution regarding additional academic support, flexibility in examinations, special dietary requirements, sports uniform and Materials can be elucidated in the manner given below:

<b>Additional academic support</b>	<ul style="list-style-type: none"> <li>• Certification, felicitation</li> </ul>
<b>Flexibility in examinations</b>	<ul style="list-style-type: none"> <li>• Special coaching classes and guidance given</li> <li>• Reservation in admission</li> <li>• remedial coaching</li> <li>• peer learning</li> </ul>
<b>Special dietary requirements</b>	<ul style="list-style-type: none"> <li>• Exemption from the class tests and attending classes</li> </ul>
<b>Sports uniform and Materials</b>	<ul style="list-style-type: none"> <li>• Special diets are available in the canteen for sportspersons to meet their special needs.</li> <li>• The Head of our Home Science Department, an active member of the canteen committee &amp; a nutrition expert ensures that the nutrition needs of the sports persons are catered to and they can deliver peak performances.</li> <li>• The members of the Youth Welfare Club are given special meals during their practice and performance in competitions.</li> </ul>
<b>Any other</b>	<ul style="list-style-type: none"> <li>• facilities for all games and sports activities</li> <li>• sports kit</li> <li>• Sports Material like Hockey, Volley Ball, Netball, Table tennis, Cycling, Weight lifting, Power lifting, Chess, Badminton, Athletic etc.</li> </ul>
	<ul style="list-style-type: none"> <li>• Various incentives and concessions such as free-ships, scholarships</li> </ul>

**5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR-NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defence, Civil Services, etc.**

The institute is organizing lectures related to various areas of competitive exams. Details are given below:

- Lecture on “Importance of English in Competitive Exams” was arranged on 11<sup>th</sup> January, 2013.
- One lecture was arranged on “C.A.Exam Patterns” on 12<sup>th</sup> February, 2013.
- We have arranged a lecture on “General Knowledge Test” on 5<sup>th</sup> February, 2014 and 160 students have participated in it.
- One lecture was arranged on “Job Opportunities in Insurance Sector” on 13<sup>th</sup> August, 2015.
- One lecture was arranged on “GPSC Examination” on 14<sup>th</sup> January, 2016.
- A lecture on ‘Self Employment in the Field of Information Technology’ was arranged on 29<sup>th</sup> July, 2016.
- General Knowledge Exam was organized by this Cell with Saurashtra University (SUCEAT) on 13<sup>th</sup> September, 2016 and 140 students have taken part in this exam.

Number of students who have passed the following examinations last year:

<b>Examinations</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
<b>UGC NET</b>	08	10	09	11	13
<b>SLET</b>	05	07	04	10	11
<b>CAT</b>	00	00	02	01	01
<b>TOEFL</b>	10	14	13	10	16

<b>GRE</b>	-	-	-	-	-
<b>GMAT</b>	02	02	00	00	01
<b>Civil Services (IAS/IPS/IFS)</b>	-	-	-	-	-
<b>Defence Entrance</b>	05	06	09	11	14
<b>UGC-CSIR-NET</b>	-	-	-	-	-
<b>ATE</b>	-	-	-	-	-

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

The students have easy access to the following kinds of counselling services:

#### **Academic counselling**

The Admission Committee conducts academic counselling at the time of entry into the college regarding the choice of stream and subjects. Academic counselling is given to the students through various seminars and workshops organized for them.

#### **Personal counselling**

Personal counselling is received by the students through the Helpline for Stress Management being handled by the Psychology department. The Principal and Students Council are available in their free time to listen to the various problems of students.

#### **Career counselling**

Career counselling is also handled by the Career Counselling Centre and the Placement & Employment Cell. Career/course counselling begins right at the time of admission through the Admission Committee. The teachers guide and direct the students regarding the choice of stream/subjects. Seminars and Career Fairs are other ways of disseminating information among the students and counselling them regarding career options.

**Psycho-social counselling**

The Helpline for Stress Management, run by the department of Psychology, is a great blessing for students suffering from different kinds of disorders. The college invites resource persons from various fields for professional as well as psychological counselling of the students.

**5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).**

Yes, the institution has a structured mechanism for career guidance and placements of its students in the form of the Admission Committee, Career Counselling Centre and the Placement Cell. The placement cell is headed by Placement coordinator, Dr. B. B. Vasava who is assisted by other members namely Dr. Ramesh Sagadhiya, Dr. Kanjiya and Prof. Radadiya.

**Services provided by Admission Committee**

- The students are guided and directed regarding the choice of stream/ subjects.
- Seminars and Career Fairs are organized for disseminating information among the students and counselling them regarding career options.

**Services provided by Career Counselling Centre**

- The students are helped to identify job opportunities.
- The students are prepared for interviews.

**Services provided by Placement & Employment Cell**

- The students are trained to suit the various needs of the industry.
- The students are trained to face the interviews and given handy tips to face the group discussions as well.

- Various organisations are invited for campus recruitments.
- Off- campus placements are arranged.
- Programmes like “personal development”, “interpersonal and communication skills”, “programme on technology and management” etc. are organized.

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

Yes, the institution has a Student Grievance Redressal Cell. The co-ordinator and other members of the cell are available to address the grievances of the students in their free time. The students can bring their problems to them directly or through their student representatives who are members of the Student Grievance Redressal Cell. All kinds of problems faced by them, in the teaching or administrative areas are addressed speedily.

Year	Resolved	Not Resolved	Total
2013-14	14	01	15
2014-15	14	00	14
2015-16	15	03	12
2016-17	09	02	07

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

As such, there is no cell/committee constituted for prevention/action against sexual harassment of women students, since this is an all women’s institution.

The Women Enlightenment Forum organises lectures and interactive sessions for the students where they are motivated and empowered to handle any kind of harassment they face in the world outside.

**5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?**

Ragging is banned in the college. The college has adopted the UGC Regulations on

Curbing the Menace of Ragging in Higher Educational Institutions, 2009 & has constituted an Anti-Ragging Committee governed by the senior staff members of our college. No instances of ragging have been reported during the last four years.

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

There are a number of schemes in the institution for student welfare:

##### **Student counselling support**

Liberal counselling support is available to the students, right from the time they are admitted to the college. The admission committee counsels them regarding the choice of subjects and careers. Frequent seminars on career counselling and visits by various industry experts also widen the horizons of our students and counsel the students regarding personality development, interpersonal and communications skills to prepare them for the job market. The Psychology department of the college also offers a special counselling cell “Help line for stress management”, where students go for solutions to their personal problems.

**GRIEVANCE REDRESSAL CELL:** One suggestion box near the entrance gate of the college building. The students are asked to put their grievances in that box. The Chairperson of the Grievance Redressal Cell opens the box once in the month. He, with the committee members go through the grievances and discuss with the principal and remedies are suggested.

**WOMEN EMPOWERMENT CELL:** The Women Empowerment Cell organizes the activities that empower the women. The cell also arranges lectures and personal counselling which empowers them in legal matters, Women’s Right, Celebration of Women’s Day, How to Defend Ourselves during Attack, Awareness of Voting, Eradication of Blind Belief, Foeticide, Health Awareness Programmes, etc.

#### **5.1.14 Does the institution have a registered Alumni Association? If ‘yes’, what are its activities and major contributions for institutional, academic and infrastructure development?**

The institute has an Alumni Association but it is not registered. Here the process of registration is to fill the simple form which is available on the institutional website as



well and return it back to the chairperson. The alumni can contribute to the development of the institute by:

- Donating books
- Donating teaching equipments.
- Contributing to Socio-literal-cultural activities.
- Interaction with current students through lectures, group discussion, email etc. in the field of expertise.
- Endowing at least two students every year: (i) Academically the best student and (ii) Economically the most needed student
- Helping in sports and cultural activities.
- Helping institute in evaluation of course and academic activities.
- Giving Prize/award in the field of Academic/sports/NSS/cultural activities etc.

## 5.2 Student Progression

### 5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four Batches) highlight the trends observed.

Given below is the percentage of students progressing to higher education or employment (for the last four Batches):

<b>Students Progressing (for the last four Batches)</b>		
<b>Progressing to</b>		
<b>Year</b>	<b>Higher Education</b>	<b>Employment</b>
<b>2013-14</b>	UG to P.G. Approx 45%	Approx 25-30%
<b>2014-15</b>	UG to P.G. Approx 50%	Approx 30-35%
<b>2015-16</b>	UG to P.G. Approx 47%	Approx 30-40%
<b>2016-17</b>	UG to P.G. Approx 52%	Approx 35-40%

### 5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/Batch wise as stipulated by the university)?

**Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.**

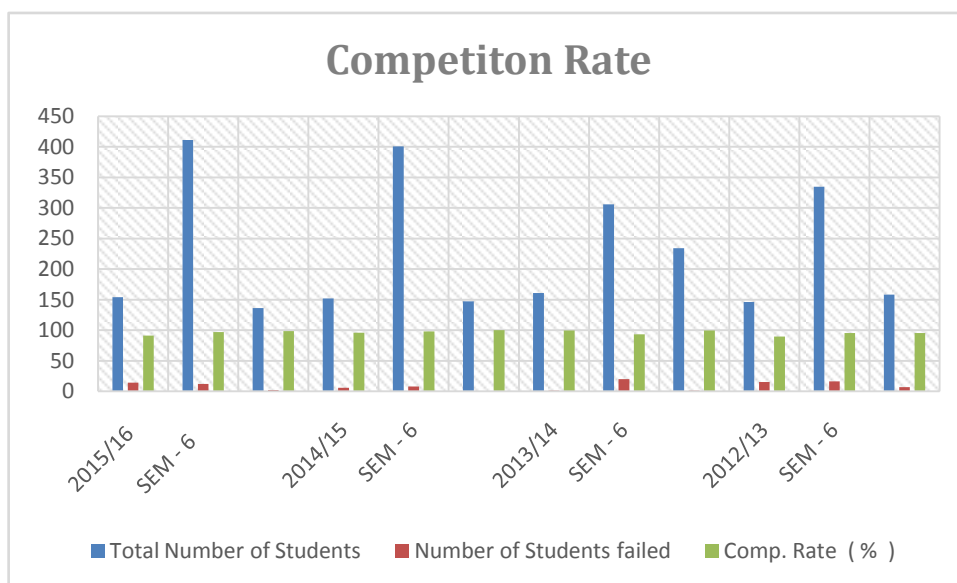
The students of college are nurtured by an ideal combination of facilities and facilitators. Much ahead of their peer group in other institutions, they manage to capture the top slots in academics and in almost all the streams in the Saurashtra University Exams. We also have better results in comparison to other institutions. The table provided here is an ample proof of the scholastic level of our students.

**Programme wise pass percentage and completion rate for the last four years**

Given below is the Programme wise pass percentage and completion rate for the last four years:

**Completion Rate of Student**

<b>Year</b>	<b>Name of Programme</b>	<b>Total Number of Students</b>	<b>Number of Students failed</b>	<b>Completion Rate (%)</b>
<b>2016/17 SEM - 6</b>	B.A.	141	42	69.90
	B.Com.	493	90	81.70
	B.C.A.	112	02	98.21
<b>2015/16 SEM - 6</b>	B.A.	154	14	90.91
	B.Com.	411	12	97.00
	B.C.A.	136	02	98.52
<b>2014/15 SEM - 6</b>	B.A.	152	06	96.05
	B.Com.	401	08	98.00
	B.C.A.	147	00	100.00
<b>2013/14 SEM - 6</b>	B.A.	161	01	99.38
	B.Com.	306	20	93.46
	B.C.A.	234	01	99.57
<b>2012/13 SEM - 6</b>	B.A.	146	15	89.72
	B.Com.	335	16	95.22
	B.C.A.	158	07	95.57



**Programme-wise details in comparison with that of the previous performance of our institution and that of the affiliating university:**

Programme	2013-14		2014-2015		2015-16		2016-17	
	College	University	College	University	College	University	College	University
<b>B.A.</b>	93.38	92.8	96.05	77.4	90.91	71.3	95.94	72.8
<b>B.COM.</b>	93.46	89.45	98	68.8	97.08	79.2	81.70	70.4
<b>B.C.A.</b>	99.57	86.96	100	86.96	98.53	92.2	99.10	90.2
<b>M.A.</b>	-	-	-	-	-	-	-	-
<b>M.COM</b>	-	-	-	-	100	-	-	-

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

- The Career Counselling and Placement Cell of the College organizes regular special lectures to help the students to know job opportunities, upcoming trends and situations likely to be vacant in different fields. They are also guided about personality developing and how to face interviews. In this way institute develop entrepreneurial skill among students. Faculty members also help students in this regard. Parents are also guided regarding this in the Parent-Teacher meetings.
- Remedial coaching is arranged.
- Peer learning is encouraged to help the students clear their exams.
- The institution has its finger on the pulse of society and hence keeps updating its relevance to the courses offered by the college.
- The college offers various knowledge enhancing courses like communication skills, personality development, interview techniques, computer fundamentals etc.

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

The college arranges mentoring classes for the weaker students and slow learners to help them win anxiety of a failure and bring their interest back to the subject of study. They are also motivated by personal counseling. Parents, in the Parent-Teacher Meet are also asked to make their wards continue education as there are enough opportunities of getting job once their wards are graduated.

**5.3 Student Participation and Activities****5.3.1 List the range of sports, games, cultural and other extra-curricular activities available to students. Provide details of participation and program calendar.**

**Sports Events:** The sports committee conducts annual sports of the college and covers the events like Long jump, High jump, Javelin throw, Discus throw, Short put throw, Volley ball, Throw ball, Chess, Cycling, Mountaineering, Power Lifting, Weight Lifting, Traditional Games like Nargol, Gili Danda, Dhamalio Dhoko etc.

**Cultural Events** –Every year the college has been organizing cultural activities such as solo and Group Dance, Singing, Mehendi, Painting, Rangoli, Dua Chhand, Slow Vocal Song, Folk Song, Mimicry, Group Song, Garba, Mono Acting, Fancy Dress, Drawing, Rakhi Making etc.

The College has the healthy practice of honouring teachers of the college on Teachers’ Day, i.e., September 5th every year. The Management, Principal and students join the occasion.

**Extra- curricular activities:** Extra- curricular activities are covered under the various committees and NSS wing. Blood donation camps, Visits to Orphanages, Blind people houses and other such activities have been organized by NSS Units every year in the special camps.

**5.3.2 Furnish the details of major student achievements in co-curricular, extra-curricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years.**

The institution has the following major student achievements in co-curricular, extra-curricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years:

**Major Student Achievements (2012-13)**

**1. Co-curricular & Extracurricular Achievements**

**Sports :**

- Following students participated in university and inter-university level:

No.	Game	No. of Players Participated at Dis. Level	No. of Players Participated at Uni. Level	No. of players participated at state level	No of players participated at national level	Achievements
1	Soft Ball	00	13	00	03	Uni. runners up
2	Table Tennis	04	03	00	00	Dist. Champion
3	Chess	05	02	00	00	Dist. Champion

4	Volley Ball	12	12	03	00	-
5	Kabaddi	00	09	00	00	-
6	Basket Ball	12	00	05	01	Dist. Level Runners Up
7	Kho Kho	00	12	00	01	-
8	Rifle Shooting	00	02	00	00	Uni. Champion
9	Athletics	00	03	00	00	Uni. 400 - 3 <sup>rd</sup> and 5000 - 3 <sup>rd</sup> rank
10	Badminton	03	02	00	01	Uni. Champion
11	Hand Ball	12	12	07	01	Dist. Champion
12	Carrom	04	00	00	00	Dist. Champion
13	Cycling	00	02	00	01	Uni. 5 <sup>th</sup> Rank
14	Mountaineering	02	00	02	02	Dist., State & National Champion and 4 <sup>th</sup> rank

### Cultural Achievements:

- Six students of the college stood first in Group Song in the Youth Festival organized in 2012.

### Major Student Achievements (2013-14)

#### 1. Co-curricular & Extracurricular Achievements

**Sports:**

- Following students participated in university and inter-university level:

No.	Game	No. of Players Participated at Dis. Level	No. of Players Participated at Uni. Level	No. of players participated at state level	No of players participated at national level	Achievements
1	Soft Ball	00	12	00	04	Uni. Runners Up
2	Cross Country	00	02	00	00	-
3	Kho Kho	00	12	00	01	-
4	Power Lifting	00	02	00	00	Uni. 2 <sup>nd</sup> and 3 <sup>rd</sup> Rank
5	Weight Lifting	00	02	00	00	Uni. 1 <sup>st</sup> and 2 <sup>nd</sup> Rank
6	Athletics	02	00	02	00	Dist. 1500,100,400- 1 <sup>st</sup> rank and 3000,800 - 2 <sup>nd</sup> Rank
8	Hand Ball	12	12	09	02	Dist. Champion
9	Cycling	04	02	02	06	Dist. and State Champion and Runners Up Uni. Runners Up and 3 <sup>rd</sup> rank
10	Basket Ball	12	12	08	01	Dist. Champion

**Cultural Achievements:**

- Ms Divya Savlani stood first in Elocution Competiton in the Youth Festival in 2013.

**Major Student Achievements (2014-15)**

**1. Co-curricular & Extracurricular Achievements****Sports:**

- Following students participated in university and inter-university level:

No.	Game	No. of Players Participated at Dis. Level	No. of Players Participated at Uni. Level	No. of players participated at state level	No of players participated at national level	Achievements
1	Hand Ball	12	10	05	01	Dist runners up
2	Chess	00	02	00	00	-
3	Kho Kho	00	12	00	01	-
4	Basket Ball	12	12	07	01	Dist. Champion
5	Soft Ball	00	12	00	05	Uni Champion
6	Table Tennis	00	02	00	00	-
7	Athletics	00	03	00	00	-
8	Base Ball	00	00	01	01	-
9	Cycling	03	04	01	02	Dist. and uni Champion and 4 <sup>th</sup> rank

**Other Achievements:**

- Ms Heena Vaghela stood first in Photography Competition in the Youth Festival.

**Major Student Achievements (2015-16)****1. Co-curricular & Extracurricular Achievements**



**Sports:**

- Following students participated in university and inter-university level:

No.	Game	No. of Players Participated at Dis. Level	No. of Players Participated at Uni. Level	No. of players participated at state level	No of players participated at national level	Achievements
1	Hand Ball	12	12	07	01	Dist. Champion
2	Judo	03	03	03	05	State level 44,48 and 52 - 1 <sup>st</sup> rank Uni level 44 and 52 1 <sup>st</sup> rank, 48 – 2 <sup>nd</sup> rank
3	Kho Kho	00	12	00	01	-
4	Basket Ball	12	12	07	01	Dist. Champion
5	Soft Ball	00	12	00	03	Uni. Runners up
6	Power Lifting	00	02	00	00	Uni. 1 <sup>st</sup> and 3 <sup>rd</sup> rank
7	Weight Lifting	00	02	00	00	Uni. 1 <sup>st</sup> and 2 <sup>nd</sup> rank
8	Chess	00	02	00	00	-
9	Badminton	00	02	00	01	Uni. 3 <sup>rd</sup> rank
10	Karate	00	00	01	01	State 1 <sup>st</sup> and 2 <sup>nd</sup> Rank

**Cultural Achievements:**

- Ms Shobhna Dangar participated in the Youth Festival and stood first in Halarda Competition.

**Other Achievements:**

- Ms Sobhna Chavda took part in the Quiz Competition in Youth Festival held in 2015 and stood first.
- Ms Sobhna Chavda also appeared in General Knowledge Test organized by Vikas Vartul Bhavnagar. She obtained the first rank in it.
- In the exam held by SUCEAT, Ms Sobhna got the first rank at the college level.
- Ms Kiran Chavda stood first in the district level examination organized by CCDC Saurashtra University.

**Major Student Achievements (2016-17)****1. Co-curricular & Extracurricular Achievements****Sports:**

- Following students participated in university and inter-university level:

No.	Game	No. of Players Participated at Dis. Level	No. of Players Participated at Uni. Level	No. of players participated at state level	No of players participated at national level	Achievements
1	Karate	00	00	01	00	State 1 <sup>st</sup> rank
2	Wrestling	00	04	00	01	Uni. 48kg 1 <sup>st</sup> rank and 53kg 2 <sup>nd</sup> rank
3	Kho Kho	00	12	00	00	-
4	Basket Ball	00	12	00	00	-

5	Soft Ball	00	12	00	03	Uni. Champion
6	Chess	00	02	00	01	Uni. 4 <sup>th</sup> Rank
7	Weight Lifting	00	01	00	00	Uni. 1 <sup>st</sup> rank
8	Power Lifting	00	01	00	00	Uni. 2 <sup>nd</sup> rank
9	Cycling	05	02	03	03	Dist. and state Champion and Runners Up, Uni. Champion, all India 5 <sup>th</sup> rank
10	Judo	03	04	03	04	State – 44 & 48 kg 1 <sup>st</sup> rank, 52 kg 3 <sup>rd</sup> rank, uni level 44, & 48 kg 1 <sup>st</sup> rank

#### Cultural Achievements:

- Ms. Shobhna Dangar participated in the Youth Festival and stood first in Halarda Competition.

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

Yes, the institution has the following effective mechanism to seek and use data and feedback from its graduates and employers to improve the growth and development of the institution.

- The college hands out feedback performas to the students regarding the course content as well as teacher evaluation. The performas are studied and discussed in the Academic Council and ways and means to enhance quality are found.
- The institution also has regular interaction with employees and uses their feedback to improve upon its weakness and build upon its strengths.

**5.3.4 How does the college involve and encourage students to publish Materials like catalogues, wall magazines, college magazine, and other Material? List the publications/ Materials brought out by the students during the previous four academic sessions.**

The institution involves and encourages students to publish materials like wall magazines, posters and other material in the following ways:

- Dr. R. K. Sagathia and Dr. Janak Joshi are in charge of guiding and supporting students in publishing and hence give opportunities to students to express their literary skills.
- Students are encouraged to write wall magazines, departmental activities and various news regarding subject/faculty and display on display boards of all the faculties.
- The major publications brought out by the students are the articles/essays/poems written by them are placed on the notice board.

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

The institution has a very dynamic Student Council functioning under the patronage of the Principal, Campus Director and two senior faculty members.

**Major activities of the student council**

The major activities of the student council are:

- To organize functions like Talent Hunt and Farewell party.

- To conduct the assembly, maintain discipline and cleanliness in the institution.
- To bring forward the grievances of the students to the notice of the authorities.
- To create a link between administration & students.

### **Funding of this Council**

Most of the financial requirements of the student council are met by the college.

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

The various academic and administrative bodies and their activities which have student representation on them are as follows:

1. IQAC committee.
2. Admission committee.
3. Discipline committee.
4. Examination committee.
5. Publication committee.
6. Library committee.
7. Magazine committee.
8. Feedback committee.
9. Faculty Development committee.
10. Publicity committee.
11. PTA committee.
12. Research committee.
13. Emergency Care Unit

14. Career and Placement Cell
15. Grievance Redressal Cell
16. Computer Repair and Maintenance Cell
17. General Repair and Maintenance Cell
18. Women Cell
19. Students council

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

The faculty of the college maintains a good relation with the alumni association and any suggestions given by them regarding the academic improvement are considered by the IQAC committee. But during the entire period of its existence, a few alumni in their individual capacity have involved in academic support by associating themselves in delivering talks and also through different programmes held in the college.

**CRITERION-VI**  
**GOVERNANCE, LEADERSHIP**  
**&**  
**MANAGEMENT**

**CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT****6.1 Institutional Vision and Leadership****6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?****Vision**

Women's empowerment through need-based values, socially responsive and career oriented teaching-learning in a global context

**Mission**

- Our mission is to provide rich educational experience to women students, relevant to the present times, and mould them into conscientious citizens and agents of social transformation so that they become competent to lead fruitful and harmonious life.
- To provide quality education and spread the benefits of education to women by synchronizing tradition with modernity and blending professional and vocational education with traditional courses for women's development.
- To empower women through need-based, futuristic courses with entrepreneurial skills.
- To enlighten and to excel them, so that all the learners are able to assume positive and fulfilling roles in nation- building.
- To enrich and empower all the beneficiaries through participative, positive and fertile teaching –learning environment.
- To promote and revive Indian tradition and Vedic culture through learned discourses and awareness raising programmes.

**Institution's Distinctive Characteristics**

- With an objective to cater to the needs of the economy, society and the country as a whole, the institution contributes substantially to the development of the Nation.



- The main thrust of the institution is to prepare the students to achieve core competencies to meet the global requirements successfully. Innovative and creative in its approach, it develops skilled human resources of a high calibre.
- At the academic front, it enriches and empowers all its beneficiaries through value based quality education and through participative, positive and fertile teaching-learning environment.
- Through extensive sports activity, the college inculcates professionalism and sportsmanship in its students for the promotion of a culture of peace and progress.
- Its co-curricular/cultural programmes promote and revive Indian tradition, culture, heritage and spiritual philosophy. Extension activities through learned discourses, awareness-raising campaigns and camps seek social justice and equal opportunity for all.
- To keep pace with time, the college aims at providing state-of-the-art equipment to facilitate teaching-learning process. It makes conscious effort to invest in latest hardware and software and orient the faculty suitably so that the students can have rich learning experience and develop skills required for employment in the national and international market.
- Epitomizing the philosophy of Swami Dayanand, ‘From Darkness Unto Light’, the college is constantly engaged in the promotion and revival of Indian tradition, culture and heritage and thereby seeks the growth of the students as positive and fine human beings.

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

- The Central body, Patel Kelvani Mandal, as it looks after the affairs of many educational institutions in the country, keeps alive the spirit of healthy competition and creates the environment of growth as per the National and International Standards.
- Progressive in vision and dynamic in working, it keeps abreast of the latest developments in thought and techniques of management and delivers the same to the head of the institution through its various orientation programmes.
- It keeps the channels open with the institution through its head and through visits

to monitor the implementation of its quality policy and plans.

- Following the guidelines of the management, the principal and the faculty members work on the details of the policy and charter out plans – both long terms as well as short term to achieve the goals.

### **6.1.3 What is the involvement of the leadership in ensuring?**

- The policy statements and action plans for fulfilment of the stated mission
- Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan.
- Interaction with stakeholders.
- Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders.
- Reinforcing the culture of excellence
- Champion organizational change

#### **The policy statements and action plans for fulfilment of the stated mission**

- Through orientation programme conducted by the Head of the institution in the beginning of the academic session, the faculty is given instructions regarding the new programmes and projects adhering to the quality policy of the institutions.
- Facilitated by the Management and supported by the staff, the Head of the institution is at the helm of the affairs and plays the leading role in governance and management of the institution. It is he who communicates the vision and mission to the faculty and plans accordingly with the help of the academic council and other bodies. It is he who ensures transparency in the functioning of the college and maintains core values. He also monitors the step wise implementation of the institutional plans.
- The Head is the unifying force and co-ordinating link among the various internal and external agencies, holds meetings with the individual members of the staff and various departments from time to time for the better working of the college.

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

- While formulating the action plans, the institution takes care of all its thrust areas.

Meeting the academic demands, the college plans its academic terms, phases out teaching and examination programmes. Similarly, sports and cultural programmes are planned and executed as per the rules and regulations of the university. However, the institution always takes initiative to run innovative programmes.

#### **Interaction with stakeholders**

- All the stakeholders - students, parents, local community, industry, governments and non-governmental bodies the college is affiliated or attached to, participate in institutional plans within the stipulated norms and conditions. Students are active participants through the student council of the college. They daily interact with the faculty as well as the principal, while the parents are invited, when need be. The feedback from society is taken and demands of the local industry and governmental and non-governmental are well taken care of.

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

- A thorough analysis of the regional, national and global demands is made through interactive programmes with the experts and the stakeholders. Through workshops, conferences, net surfing, the research inputs are taken and incorporated in the policy and planning of the institutional programmes.

#### **Reinforcing the culture of excellence**

- Whether it is academics, co-curricular activities, sports or extension activities, the institution strives to achieve excellence. It looks into the minute details of each programme and project, major or minor, to ensure excellence.

#### **6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?**

As the institution works on the participative and democratic principle of management, it frames all its plans & policies with consultation of the IQAC and other committees. At the time of the execution of its policies & plans, all the staff members & students are involved. Outcomes & reviews are studied and changes for the improvement where required are incorporated in the system.

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

The top management, Patel Kelvani Mandal - Junagadh, is an inspirational and motivational body that encourages faculty to develop innovative insights and incorporate them in the programs of the institution. Through open discussions held during its meetings with the head of the institution and time to time interaction of its members with the faculty, the top management enthuses dynamism among the faculty and creates an environment conducive for the academic growth.

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

The Management remains in touch with the Principal and maintains an amicable rapport. The principal enjoys the power of academic leadership, liaising between the staff and the management. College conducts different activities like Teachers' Day, World Aids Day, World Literacy Day, National Blood Donation Day, Consumer Forum Day, World Environment Day, Human Rights Day, Hindi Day, Energy Conservation Day, World Peace Day, Woman's Day, NSS Day etc in which students leadership developed.

**6.1.7 How does the college delegate authority and provide operational autonomy to the departments/units of the institution and work towards decentralized governance system?**

The college has various components, departments, clubs and societies and delegates authority to their heads, to work independently and chalk out all programmes consulting other faculty members. Within the departments, clubs and societies, the teachers, and students work in a co-operative spirit, helping and motivating each other and encouraging every individual to grow.

**6.1.8 Does the college promote a culture of participative management? If 'yes', indicate the levels of participative management.**

The college has a democratic set-up, where each unit is given fullest freedom to innovate and plan its perspectives of development, yet it operates through a structured organization for disciplined and smooth functioning. The line of

hierarchy is maintained and the code of conduct is implemented to bring harmony and unity in its various cells. The following chart in 6.2.3 presents the organisational structure and its hierarchy.

## **6.2 Strategy Development and Deployment**

### **6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?**

Following its vision and mission statement, the College has framed a quality policy which views the learner as a dynamic being responding to the challenges that the complex and competitive world holds for her. Thus, all efforts are made to train her, to nurture her critical thinking and develop creativity so that she works efficiently and creates a ‘niche’ for her in her chosen profession. In short, the institution aims at giving the nation, quality human resource.

The detailed instructions regarding the policy are given to each member of the faculty by the Principal and Heads of departments. The students’ performance is reviewed after every terminal exam, and changes are incorporated where required. Special attention is given to the high achievers as well as the low performers.

### **6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.**

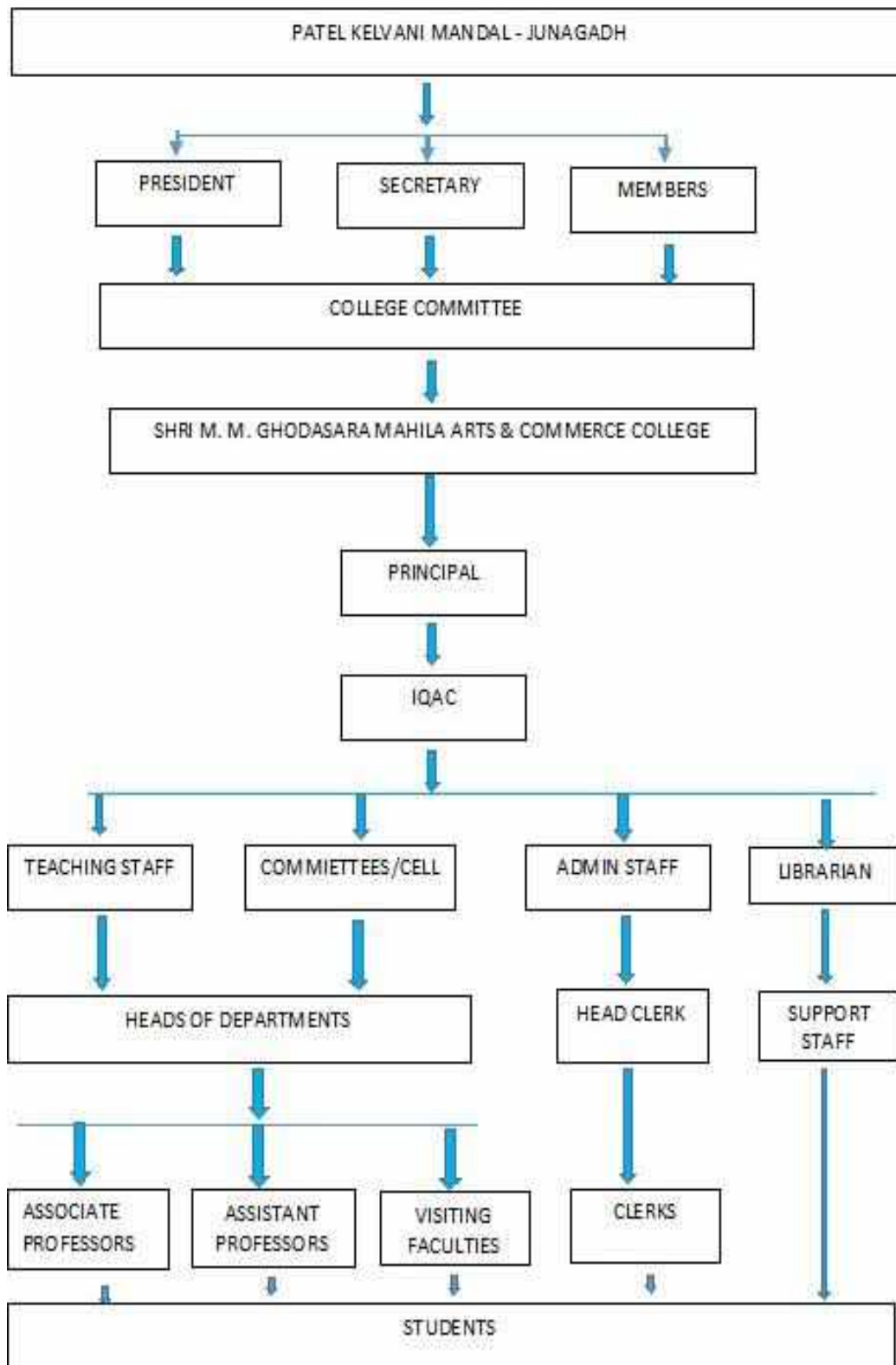
Management gives liberty to the IQAC to plan for future development. After making perspective plan, the IQAC submits it to the management for taking final decision. After taking feedback from various resources, administrators and faculty members sit together and discuss the perspective institutional plan in a chain of meetings held usually at the end of a session or in its beginning. The various schemes of UGC, University Curriculum, and Instructions from Government of Gujarat and Ministry of Higher Education and requirement of job are studied thoroughly and followed meticulously to chalk out all academic plans. As per the schemes and instructions, the expert teachers prepare detailed proposals with the help of other faculty members. Each individual teacher handles a specific area in this regard.

**6.2.3 Describe the internal organizational structure and decision making processes.**

The college has developed efficient internal coordinating and monitoring mechanisms. In cognizance with the educational needs and demands of the nation in general and beneficiaries of the college in particular, the goals are set through collaborative and collective efforts of various components of the institution. Thereafter, the responsibilities are assigned to individual teachers and departments. At this juncture, the convenors play significant role along with the principal to monitor the progress and carry out the work. Wherever required, the information and expertise from external agencies is sought by the convenor. In fact, the resources of the college, both human and infrastructural, are readily made available for the convenor and the teachers concerned to carry out the programme/project successfully. After the target is achieved by the dedicated effort of the faculty involved and intensive monitoring by the administration, the response of the beneficiaries of that project is taken as a measure of its success.

The college has a democratic set-up, where each unit is given fullest freedom to innovate and plan its perspectives of development, yet it operates through a structured organization for disciplined and smooth functioning. The line of hierarchy is maintained and the code of conduct is implemented to bring harmony and unity in its various cells.

**Structure and Functioning of various academic and administrative bodies of the institution:**



The principal heads both the academic and administrative departments of the college and delegates the administrative work to the HODs charge of the academic and the administrative functioning of the departments. The teaching staff takes care of the curricular aspects and arranges related to co-curricular and extracurricular activities.

**6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following**

- **Teaching & Learning**
- **Research & Development**
- **Community Engagement**
- **Human Resource Management**
- **Industry Interaction**

**Teaching & Learning**

The college is committed to make teaching and learning “Student Centric” which makes the students to think, analyse, and creative. Students from diverse backgrounds and abilities are admitted. Their individual needs are properly addressed. The admissions of students are strictly followed based on the rules and regulations set by the Saurashtra University and Government of Gujarat. The college admits students of different backgrounds and with varying abilities – rich and poor, urban and rural, Minority and differently able students. Special considerations are given to the financially weak and disadvantaged students through scholarships and other schemes. Teaching innovations through modern teaching aids and ICT facilities make the learning process interesting and student friendly. Students are provided with library resources, internet facilities, etc to achieve qualitative improvement in teaching learning process. Co-curricular and extra-curricular activities are organized to make them self reliant, confident and independent. The faculties are competent and dedicated. The college follows the self- appraisal method through API to evaluate the performance of faculty, which is used for correcting shortfalls. The teachers are given full permission to enrich their knowledge through Seminars, Orientation Courses etc. The academic progress of the students is monitored through Continuous Internal assessment in its various components. Identification of slow and advanced learners is



made by the faculty on the basis of classroom interactions, Remedial classes are arranged for slow and differently-able learners.

### **Research & Development**

The institute has a Research Centre. The faculties are very much aware of the growing importance of the research based education. College encourages the teachers for research work. Consequently, out of twenty five faculty members, ten are Ph.D. holders and seven are pursuing. Three faculty members have completed Minor Research Project and six are pursuing. Principal supports the professional developments of the faculty and encourages them to undertake research and to participate in Conferences, Seminars, Orientation courses, Refresher courses, and Faculty development programmes by sanctioning study leaves and TA/DA.

### **Community Engagement**

The college believes in strengthening ties with the community, be it parents, professionals, general public or the less privileged citizens. Through its various components, naming a few, NCC, NSS, Red Ribbon Club, the college has developed meaningful new programmes and schemes to develop the relationship with the community.

### **Human Resource Management**

College follows the process of assessing adequate human power requirements, staff recruitment, monitoring and planning professional development programmes for personnel development. The institute interacts with various local as well as outsiders and consults other institutes to discuss on various issues for the improvement of Education system. Students have participated in culture programmes held at various places. The college organizes field tours to make students to learn a lot from these visits.

### **Industry Interaction**

The placement cell along with various departments of the college remains on its toes to develop ties with the industry at local and regional level. It provides significant information to the experts regarding what should be incorporated in the courses of the college to meet the demands of the industry.

**6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?**

The management and head of the institution (principal) are always in interactive mode with each other. The principal gets the feedback from teachers, students with regards to the teaching quality, curriculum, and extracurricular activities campus development and discusses with the management. These are also been discussed in the IQAC meeting, parent-teacher and alumni meetings. After thorough discussion and deliberation, the existing facilities and activities of the institution are reviewed and decisions are taken for their implementation.

**6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?**

The management encourages and supports the involvement of the staff in the improvement of the effectiveness and efficiency of the institutional process like this: The management through the principal involves the staff members in various activities related to the development of the college. The staff members and HOD's involve in various committees to sustain and enhance the quality in education.

**6.2.7 Enumerate the resolutions made by the Management Council in the last four years and the status of implementation of such resolutions.**

The following resolutions were made by the management and most of them have been implemented.

- Construction of four new class rooms (the project is in the pipeline)
- Construction of department wise cubic for the faculty members(the project is in the pipeline)
- Construction of auditorium (the project is in the pipeline)
- Renting college building and ground to NGOs and other organisation in order to generate revenue (implemented)
- Collection of Sainik Kalyan Fund (implemented)
- Collection of Student Welfare Fund (implemented)
- Purchase of cordless microphones for faculty members, green boards, dust

free chalk sticks etc. (implemented)

- Purchase of generator. (implemented)
- Purchase of Air Conditioners for Principal's office and Staff room (implemented)
- Conduction of university exams across Junagadh (implemented)
- Conduction of Public Competitive Exams such as GUJCAT, RRB, IBPS, BSRB, GPSC, Court etc (implemented)

**6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?**

Yes, the university makes a provision for according the status of autonomy to the college and the college is deliberating on this issue.

**6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyse the nature of grievances for promoting better stakeholder relationship?**

Institute has constituted a Grievance Redressal Cell and Student Council. These Cells meet once in a month and discusses the matter with Principal to solve the problem. The stakeholders are informed to write their complaints on a piece of paper anonymously. The chairperson of the cell opens this box at the end of every month and tries to resolve the complaints.

**6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?**

Nil

**6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?**

As the institution has adopted democratic approach, it values students' feedback substantially and after analysing it, takes steps and measures for better performance.

In recent years the following facilities were created at the demand of the students to enhance the overall performance of the institution.

- A separate library Room was created to enable the students to sit and study their own books during their free periods in the college.
- Students Surfing Centre has been newly established for the students for their preparation of class projects, exams and other internet related demands.
- Date-Sheet and Time-Tables are set according to the convenience of the students.

### **6.3 Faculty Empowerment Strategies**

#### **6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non- teaching staff?**

The principal identifies the individual strengths, areas of interest of the faculty, and accordingly assigns the responsibilities. The research committee encourages each faculty members to participate in seminar/conferences/workshops/training programmes in other colleges. IQAC conducts faculty development programme wherever necessary. The IQAC arranges the following programmes:

- A Training Programme to Teaching Staff on “PPT and Classroom Teaching” is organised every year.
- Ten faculty members were sent to a work shop on Preparation of Minor Research Project organised by KCG.
- Computer Training to Admin Staff regarding Office Automation was organised.

#### **6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?**

The principal aims at conducting managing to depute faculties for training programmes. College emphasizes the predominant use of Audio – Visual aids in teaching – learning process, as to make the students to grasp and understand thoroughly the content of the concerned subjects.

**6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.**

The institute has developed mechanism to filling up Academic Performance Report of each faculty. Principal receives these Reports of all the teachers at the end of every year. In the Report Principal evaluates the performance of staff and gives the points according to the work performed during the year. The one who got maximum points is declared as the ‘Best Teacher’ and he is awarded with the shawl and Certificate of Appraisal on ‘Teachers Day’ or Annual Day celebration. In the same way “Best Non-Teaching Staff” is selected from the admin staff every year.

**6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?**

All the Performance Appraisal Reports (Academic Performance Reports) are reviewed by the Principal. This system was in place since long. As the API Performa is declared by UGC, we have implemented it and the faculties are submitting their performance appraisal reports as per API Performa only. This system is communicated to each staff members in the meetings.

**6.3.5 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?**

- The staff members are getting pay scales as per UGC norms and Government of Gujarat.
- They are getting annual increments in July every year.
- General Provident Fund and Medical facilities are also provided to all of them.
- Uniforms to peons for grant-in-aid are provided by the college.
- Jackets to faculty members are provided by the college.

**6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?**

The college provides pay scales as per UGC rules and security of service to the faculty and other staff who have desired qualifications, knowledge and skills. Those who are employed on adhoc and contractual basis are offered better pay scales and assurance of job in comparison to other educational institutions in the city. They are continued in the coming sessions and where required the faculty on contractual basis is offered permanent employment. In some cases additional increment is also paid to a candidate with good skills and qualification.

#### **6.4 Financial Management and Resource Mobilization**

##### **6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?**

As per the need of each department of the college, the funds are allocated or grants are applied for as per UGC schemes for the building/development projects of the institution. Income/expenditure is closely monitored by the accounts branch. The institution is liberal yet follows the strategy of restraint as far as the expenditure is concerned. Proper procedure for purchases is adopted. Quotations are called for and prices are compared. The regular audit of the budget also exercises check on the expenditure.

##### **6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.**

- Internal audit is conducted by the management periodically. It sends its staff for the conduct of the audit at random.
- The management committee appoints a Chartered Accountant who along with his team conducts external audit regularly. The external audit is up to date. It has been completed on the last financial year 2013-14.
- There were no significant objections raised by the auditors. Some minor mistakes were found, which were sorted out.

##### **6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.**

- Fees/dues from the students are the major sources of institutional receipts. 95% of the deficit grant-in-aid scheme and various grants of Government of Gujarat and grants under the UGC schemes are other sources of receipts.
- The deficit is managed under grant-in- aid scheme.

**C. JAVIA & CO.**  
Chartered Accountants

**C. B. JAVIA**  
F.C.A.  
Firm Regl.No. 104088W  
Pan No. ABUPJ6672N

10, BALIA BHAVAN, NEAR JAYSHRI TALKIES, JUNAGADH - 362 001. Tel. No. 2624247

**SHRI PATEL KELAVANI MANDAL - JUNAGADH**  
SANCHALIT

**SHRI M. M. GHODASARA MAHILA ARTS & COMMERCE COLLEGE - JUNAGADH**

**BALANCE SHEET AS AT 31.03.2012**

<u>FUNDS &amp; LIABILITIES</u>		AMOUNT RS.	<u>ASSETS</u>		AMOUNT RS.
<b><u>LOAN LIABILITIES</u></b>			<b><u>IMMOVABLE ASSETS</u></b>		
Shri Patel Kelavani Mandal			As per Schedule - D		15,237,647.52
Current Account Balance	5,600,632.31				
Shri Patel Kelavani Mandal			<b><u>MOVABLE ASSETS</u></b>		
(Womens Hostel Divi.)	4,419,850.00	10,020,482.31	As per Schedule - A -1		
			(Gross Block)	4,933,731.55	
<b><u>RESERVE FUND</u></b>			As per Schedule - A -2		
Depreciation Reserve			(Gross Block)	7,327,781.64	12,261,513.19
As per Schedule - A-1	1,013,599.00				
UGC Grant Fund A/c.			<b><u>DEPOSIT ADVANCE</u></b>		
As per Schedule - B	13,391,012.00	14,404,611.00	As per Schedule - E		877,447.00
			Employees PF DP A/c.		14,309,475.00
<b><u>CURRENT LIABILITIES</u></b>			<b><u>CASH &amp; BANK</u></b>		
As per Schedule - C		668,838.00	S.B.I. Sav. A/c.	539,764.20	
Employees PF A/c (Contra)		14,309,475.00	S.B.I. Cur. A/c.	37,855.00	
			S.B.I. Sal. A/c.	47,415.00	
<b><u>INCOME &amp; EXPENDITURE</u></b>			Veraval Peoples Bank	2,373.81	
<b><u>ACCOUNT</u></b>			B.O.B. Saving A/c.	194,833.07	
As per Last Year	4,269,062.04		O.B.C. Bank	170,033.39	
Add : Excess of Income			Cash on Hand	3,179.00	995,453.47
transferred from I & E. A/c.	9,067.83	4,278,129.87			
<b>Total Rs.</b>		<b>43,681,536.18</b>	<b>Total Rs.</b>		<b>43,681,536.18</b>

Examined and Found Correct.

PLACE : JUNAGADH

For, C. JAVIA & CO.  
Chartered Accountants

DATE : 14.05.2012



(C.B. JAVIA)  
Proprietor  
M.No. 12218

Principal  
M.M.G. MAHILA ARTS AND  
COM. COLLEGE, JUNAGADH.  
Principal Stamp & Sign



**JAVIA & CO.**  
Chartered Accountants

**C. B. JAVIA**  
F.C.A.  
Firm Regi.No. 104088W  
Pan No. ABUPJ6672N

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**SHRI PATEL KELAVANI MANDAL - JUNAGADH**  
SANCHALIT

**SHRI M. M. GHODASARA MAHILA ARTS & COMMERCE COLLEGE - JUNAGADH**

**INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31.03.2012**

EXPENDITURES	AMOUNT RS.	INCOME	AMOUNT RS.
<b>To Salary Expenses</b>		<b>By Grant Income</b>	
As per Schedule - 1	22,629,439.00	Govt. D.P. Grant	22,610,635
<b>To College Rent Exp.</b>	118,462.00	Govt. Adjut. Grant 05-06	693,936
<b>To Administrative and General Expenses</b>		<b>By Other Income</b>	
As per Schedule - 2	210,016.00	Bank Interest	65,077.00
<b>To UGC PTAC Grant Reco.</b>	27,744.00	Library Fees	17,000.00
<b>To Depreciation Expenses</b>		UGC Seminar Grant	7,275.00
As per Schedule - A-1	454,752.00	Sau.Uni.March11 Exm	38,103.50
<b>To Excess of Income Transferred to Balance Sheet</b>	9,067.83	Sau.Uni.Re-Asslt. Fees	120.00
		Medical Reimbursement	17,334.00
		Miscell. Income	0.33
<b>Total Rs.</b>	<b>23,449,480.83</b>	<b>Total Rs.</b>	<b>23,449,480.83</b>

Examined and Found Correct.

PLACE : JUNAGADH

DATE : 14.05.2012

For, C. JAVIA & CO.  
Chartered Accountants

( C.B. JAVIA )  
Proprietor  
M.No. 12218



*[Signature]*  
PRINCIPAL  
M.M.G. MAHILA ARTS AND  
COM. COLLEGE - JUNAGADH.  
Principal Stamp & Sign

**C. JAVIA & CO.**  
Chartered Accountants

**C. B. JAVIA**  
F.C.A.  
Firm Regi.No. 104088W  
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10, BALIA BHAVAN, NEAR JAYSHRI TALKIES, JUNAGADH - 362 001. Tel. No. 2624247

**SHRI PATEL KELAVANI MANDAL - JUNAGADH**  
**SANCHALIT**

**SHRI M. M. GHODASARA MAHILA ARTS & COMMERCE COLLEGE - JUNAGADH**

**BALANCE SHEET AS AT 31.03.2013**

FUNDS & LIABILITIES	AMOUNT RS.	ASSETS	AMOUNT RS.
<b>LOAN LIABILITIES</b>		<b>IMMOVABLE ASSETS</b>	
Shri Patel Kelavani Mandal Current Account Balance	5,600,632.31	As per Schedule - D	15,237,647.52
Shri Patel Kelavani Mandal (Womens Hostel Divi.)	4,419,850.00	<b>MOVABLE ASSETS</b>	
<b>RESERVE FUND</b>		As per Schedule - A -1 ( Gross Block )	5,022,287.71
<b>Depreciation Reserve</b>		As per Schedule - A -2 ( Gross Block )	7,053,016.63
As per Schedule - A-1	1,416,113.00	<b>DEPOSIT ADVANCE</b>	
<b>UGC Grant Fund A/c.</b>		As per Schedule - E	874,447.00
As per Schedule - B	13,381,012.00	<b>Employees PF DP A/c.</b>	15,061,507.00
<b>CURRENT LIABILITIES</b>		<b>CASH &amp; BANK</b>	
As per Schedule - C	565,110.00	S.B.I. Sav. A/c.	306,794.20
<b>Employees PF A/c (Contra)</b>	15,061,507.00	S.B.I. Cur. A/c.	13,858.00
<b>INCOME &amp; EXPENDITURE</b>		S.B.I. Sal. A/c.	49,044.00
<b>ACCOUNT</b>		Veraval Peoples Bank	2,373.81
As per Last Year	4,278,129.87	B.O.B. Saving A/c.	93,907.07
Less : Excess of Income transferred from I & E. A/c.	838,186.85	O.B.C. Bank	176,916.38
		Cash on Hand	3,586.00
			645,261.47
<b>Total Rs.</b>	<b>43,894,167.33</b>	<b>Total Rs.</b>	<b>43,894,167.33</b>

Examined and Found Correct.

PLACE : JUNAGADH

For, C. JAVIA & CO.  
Chartered Accountants

DATE : 27.05.2013

( C.B. Javia )  
Proprietor  
M.No. 12218

મંત્રી  
પટેલ કેલવણી મંડળ  
જુનાગઢ.



વલ્લભભાઈ  
TC PRINCIPAL,  
M.M.G. MAHILA ARTS &  
COMMERCE COLLEGE, JUNAGADH.  
Stamp & Sign

**C. JAVIA & CO.**  
Chartered Accountants

**C. B. JAVIA**  
F.C.A.  
Firm Regl.No. 104088W  
Pan No. ABUPJ6672N

10, BALIA BHAVAN, NEAR JAYSHRI TALKIES, JUNAGADH - 362 001. Tel. No. 2624247

SHRI PATEL KELAVANI MANDAL - JUNAGADH  
SANCHALIT

SHRI M. M. GHODASARA MAHILA ARTS & COMMERCE COLLEGE - JUNAGADH

**INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31.03.2013**

EXPENDITURES	AMOUNT RS.	INCOME	AMOUNT RS.
<b>To Salary Expenses</b>		<b>By Grant Income</b>	
As per Schedule - 1	26,099,011.00	Govt. D.P. Grant	26,096,384.00
<b>To College Rent Exp.</b>	118,462.00	Govt. Adjut. Grant 05-06	210,102.00
<b>To Administrative and General Expenses</b>		Govt. Approxl. Grant	100,000.00
As per Schedule - 2	293,541.00	Govt. Computer Grant	37,170.00
<b>To Depreciation Expenses</b>		<b>By Other Income</b>	
As per Schedule - A-1	402,514.00	Bank Interest	39,327.00
<b>To Dead Stock Write-Off</b>		Library Fees	16,400.00
Sports Equipment	25,571.25	Miscell. Income	325.00
Furniture Fixtures	114,030.59	<b>To Excess of Expenditure</b>	
UGP Plan 8-9-10 Eqipm. Purch.	98,147.50	Transferred to	
UGP Plan 11 Eqipm. Purch.	5,371.42	Balance Sheet	838,186.85
UGP Plan 11 Addition. Purch.	60,451.09		
UGP Plan 11 CCC -			
Counselling Purchesed	110,795.00		
	414,366.85		
<b>Total Rs.</b>	<b>27,327,894.85</b>	<b>Total Rs.</b>	<b>27,327,894.85</b>

Examined and Found Correct.

PLACE : JUNAGADH

DATE : 27.05.2013

For, C. JAVIA & CO.  
Chartered Accountants

(C.B. Javia)  
Proprietor  
M.No. 12218

IC PRINCIPAL  
M.M.G. MAHILA ARTS &  
COMMERCE COLLEGE, JUNAGADH.

Israfel  
27/05/2013  
M.M.G.  
27/05/13.



**C. JAVIA & CO.**  
Chartered Accountants

**C. B. JAVIA**  
F.C.A.  
Firm Regl.No. 104088W  
Pan No. ABUPJ6672N

10, BALIA BHAVAN, NEAR JAYSHRI TALKIES, JUNAGADH - 362 001. Tel. No. 2624247

**SHRI PATEL KELAVANI MANDAL - JUNAGADH**  
SANCHALIT

**SHRI M. M. GHODASARA MAHILA ARTS & COMMERCE COLLEGE - JUNAGADH**

**BALANCE SHEET AS AT 31.03.2014**

<b>FUNDS &amp; LIABILITIES</b>		<b>AMOUNT RS.</b>	<b>ASSETS</b>		<b>AMOUNT RS.</b>
<b><u>LOAN LIABILITIES</u></b>			<b><u>IMMOVABLE ASSETS</u></b>		
Shri Patel Kelavani Mandal			As per Schedule - A		
Current Account Balance		5,600,632.31	( Gross Block )		
<b><u>RESERVE FUND</u></b>			<b><u>MOVABLE ASSETS</u></b>		
Depreciation Reserve			As per Schedule - A -1		
As per Schedule - A-1	1,777,882.00		( Gross Block )	5,052,299.04	
UGC Grant Fund A/c.			As per Schedule - A -2		
As per Schedule - B		1,777,882.00	( Gross Block )		5,052,299.04
<b><u>CURRENT LIABILITIES</u></b>			<b><u>DEPOSIT ADVANCE</u></b>		
As per Schedule - C		632,800.00	As per Schedule - D		79,528.00
Employees PF A/c (Contra)		16,009,053.00	<b><u>ADVANCES (Exo.)</u></b>		
<b><u>INCOME &amp; EXPENDITURE</u></b>			As per Schedule - E		
<b><u>ACCOUNT</u></b>			Employees PF DP A/c.		16,009,053.00
As per Last Year	3,439,943.02		UGC Account Receiv.		5,200,484.54
Less : Excess of Income			<b><u>CASH &amp; BANK</u></b>		
transferred from I & E. A/c.	747,819.67	2,692,123.35	As per Schedule - F		371,126.08
<b>Total Rs.</b>		<b>26,712,490.66</b>	<b>Total Rs.</b>		<b>26,712,490.66</b>

Examined and Found Correct.

PLACE : JUNAGADH

For, C. JAVIA & CO.  
Chartered Accountants

DATE : 12.04.2014

(C.B. JAVIA)  
Proprietor  
M.No. 12218

Principal Stamp & Sign  
IC PRINCIPAL  
M.M.G. MAHILA ARTS &  
COMM. COLLEGE, JUNAGADH.



**C. JAVIA & CO.**  
Chartered Accountants

**C. B. JAVIA**  
F.C.A.  
Firm Regi.No. 104088W  
Pan No. ABUPJ6672N

10, BALIA BHAVAN, NEAR JAYSHRI TALKIES, JUNAGADH - 362 001. Tel. No. 2624247

**SHRI PATEL KELAVANI MANDAL - JUNAGADH**  
**SANCHALIT**

**SHRI M. M. GHODASARA MAHILA ARTS & COMMERCE COLLEGE - JUNAGADH**

**INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31.03.2014**

EXPENDITURES	AMOUNT RS.	INCOME	AMOUNT RS.
<u>To Salary Expenses</u>		<u>By Grant Income</u>	
As per Schedule - 1	22,829,066.00	Govt. D.P. Grant	22,623,876.00
<u>To College Rent Exp.</u>	118,462.00	Govt. Adjut. Grant	225,044.00
<u>To Administrative and</u>		<u>By Other Income</u>	
<u>General Expenses</u>		Bank Interest	23,779.00
As per Schedule - 2	266,785.67	Library Fees	16,720.00
<u>To Depreciation Expenses</u>		To Excess of Expenditure	
As per Schedule - A-1	361,769.00	Transferred to	
<u>To Excess of Expenditure</u>		Balance Sheet	747,819.67
transferred from UGC A/c.	261,155.00		
<b>Total Rs.</b>	<b>23,637,238.67</b>	<b>Total Rs.</b>	<b>23,637,238.67</b>

Examined and Found Correct.

PLACE : JUNAGADH

DATE : 12.04.2014

For, C. JAVIA & CO.  
Chartered Accountants

( C.B. Javia )  
Proprietor  
M.No. 12218



*[Signature]*  
Principal Stamp & Sign

IC PRINCIPAL  
M.M.G. MAHILA ARTS &  
COMM. COLLEGE, JUNAGADH.

**C. JAVIA & CO.**  
Chartered Accountants

**C. B. JAVIA**  
F.C.A.  
Firm Regi.No. 104088W  
Pan No. ABUPJ6672N

10, BALIA BHAVAN, NEAR JAYSHRI TALKIES, JUNAGADH - 362 001. Tel. No. 2624247

SHRI PATEL KELAVANI MANDAL - JUNAGADH  
SANCHALIT

SHRI M. M. GHODASARA MAHILA ARTS & COMMERCE COLLEGE - JUNAGADH

**UGC ACCOUNT**

**BALANCE SHEET AS AT 31.03.2014**

FUNDS & LIABILITIES	AMOUNT RS.	ASSETS	AMOUNT RS.
<b>LOAN LIABILITIES</b>		<b>MOVABLE ASSETS</b>	
Shri M.M.Ghodasara Mahila Arts & Commerce College - Junagadh	5,200,484.54	(UGC)	
P.K.M. Vmrens Hostel Ac.	4,419,850.00	As Per Schedule-3	22,290,369.15
		<b>BANK &amp; CASH</b>	
		O.B.C. Bank Balance	200,977.39
<b>GRANT RESERVE ACCOUNT</b>			
UGC DEVEL. GRANT 2008-10			
Womens Hostel Grant-2010	8,725,500.00		
UGC DEVEL GRANT 2011			
As Per Schedule-1	691,512.00		
UGC DEVEL GRANT 2011			
As Per Schedule-2	3,454,000.00		
<b>Total Rs.</b>	<b>22,491,346.54</b>	<b>Total Rs.</b>	<b>22,491,346.54</b>

Examined and Found Correct.

PLACE : JUNAGADH

For, C. JAVIA & CO.  
Chartered Accountants

DATE : 12.04.2014

(C.B. Javia)  
Proprietor  
M.No. 12218



Principal Stamp & Sign

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M.M.G. MAHILA ARTS &  
COM. COLLEGE, JUNAGADH.

**C. JAVIA & CO.**  
Chartered Accountants

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Firm Regi.No. 104088W  
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SHRI PATEL KELAVANI MANDAL - JUNAGADH  
SANCHALIT

SHRI M. M. GHODASARA MAHILA ARTS & COMMERCE COLLEGE - JUNAGADH  
UGC ACCOUNT

INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31.03.2014

EXPENDITURES		AMOUNT RS.	INCOME		AMOUNT RS.
<b>To Expenses Write Off</b>			<b>By Income Write Off</b>		
Exam Development Exp	42,880		Books UGC Grant	300,000	
Equipment Repairs Exp.	49,306		Equip. Repairs Grant	30,000	
C.D.A.B. Facilities Exp	40,261		Facility Devel. Grant	60,000	
C.C.C. Remuneration Exp	372,472		Exam Devel. Grant	30,000	
Books Expenses	300,000	804,919.00	CCC Remun. Grant	100,000	520,000.00
			<b>By Income</b>		
			Agribusiness Seminar UGC		16,222.00
			Bank Interest		7,542.00
			<b>By Excess of Expenditure</b>		
			transferred to <b>M.M. G.</b>		
			<b>Mahila A &amp; C. College A/c.</b>		261,155.00
<b>Total Rs.</b>		<b>804,919.00</b>	<b>Total Rs.</b>		<b>804,919.00</b>

Examined and Found Correct.

PLACE : JUNAGADH

DATE : 12.04.2014

For, C. JAVIA & CO.  
Chartered Accountants

( C.B. Javia )  
Proprietor  
M.No. 12218



Principal Stamp & Sign

IC PRINCIPAL  
M.M.G. MAHILA ARTS &  
COMM. COLLEGE, JUNAGADH,

**C. JAVIA & CO.**  
Chartered Accountants

**C. B. JAVIA**  
F.C.A.

Firm Regl.No. 104088W  
Pan No. ABUPJ6872N

10, BALIA BHAVAN, NEAR JAYSHRI TALKIES, JUNAGADH - 362 001. Tel. No. 2624247

**SHRI PATEL KELAVANI MANDAL - JUNAGADH**  
SANCHALIT

**SHRI M. M. GHODASARA MAHILA ARTS & COMMERCE COLLEGE - JUNAGADH**

**BALANCE SHEET AS AT 31.03.2015**

FUNDS & LIABILITIES		AMOUNT RS.	ASSETS	AMOUNT RS.
<b>LOAN LIABILITIES</b>			<b>MOVABLE ASSETS</b>	
Shri Patel Kelavani Mandal			As per Schedule - A	
Current Account Balance		5,600,632.31	( Gross Block )	5,113,413.04
<b>RESERVE FUND</b>			<b>DEPOSIT ADVANCE</b>	
Depreciation Reserve			As per Schedule - C	69,528.00
As per Schedule - A		2,107,649.00	<b>Employees PF DP A/c.</b>	15,473,246.00
<b>CURRENT LIABILITIES</b>			<b>M.M.Ghodasara Mahila</b>	
As per Schedule - B		605,950.00	College, UGC A/c.	5100484.54
<b>Employees PF A/c (Contra)</b>		15,473,246.00	<b>CASH &amp; BANK</b>	
<b>INCOME &amp; EXPENDITURE</b>			As per Schedule - D	95,756.08
<b>ACCOUNT</b>				
As per Last Year		2,692,123.35		
Less : Excess of Income				
transferred from I & E. A/c.		627,173.00		
Total Rs.		25,852,427.66	Total Rs.	25,852,427.66

Examined and Found Correct.

PLACE : JUNAGADH

For, C. JAVIA & CO.  
Chartered Accountants

DATE : 15.05.2015



( C.B. JAVIA )  
Proprietor  
M.No. 12218

Principal Stamp & Sign

VC PRINCIPAL  
M.M. GHODASARA MAHILA  
ARTS & COMM. COLLEGE, JUNAGADH



**C. JAVIA & CO.**  
Chartered Accountants

**C. B. JAVIA**  
F.C.A.

Firm Regl.No. 104088W  
Pan No. ABUPJ6672N

10, BALIA BHAVAN, NEAR JAYSHRI TALKIES, JUNAGADH - 362 001. Tel. No. 2624247

SHRI PATEL KELAVANI MANDAL - JUNAGADH  
SANCHALIT

SHRI M. M. GHODASARA MAHILA ARTS & COMMERCE COLLEGE - JUNAGADH

INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31.03.2015

EXPENDITURES	AMOUNT RS.	INCOME	AMOUNT RS.
<u>To Salary Expenses</u>		<u>By Grant Income</u>	
As per Schedule - 1	33,658,384.00	Govt. D.P. Grant	33,655,494.00 ✓
<u>To College Rent Exp.</u>	118,462.00		
<u>To Administrative and</u>		<u>By Other Income</u>	
<u>General Expenses</u>		Bank Interest	16,081.00 ✓
As per Schedule - 2	210,545.00	Library Fees	18,430.00 ✓
			34,491.00
<u>To Depreciation Expenses</u>		<u>To Excess of Expenditure</u>	
As per Schedule - A	329,767.00	Transferred to	
		Balance Sheet	627,173.00
<b>Total Rs.</b>	<b>34,317,158.00</b>	<b>Total Rs.</b>	<b>34,317,158.00</b>

Examined and Found Correct.

PLACE : JUNAGADH

For, C. JAVIA & CO.  
Chartered Accountants

DATE : 15.05.2015



(C.B. Javia)  
Proprietor  
M.No. 12218

Principal Stamp & Sign

I/C PRINCIPAL  
M.M. GHODASARA MAHILA  
ARTS & COMM. COLLEGE, JUNAGADH

**C. JAVIA & CO.**  
Chartered Accountants

**C. B. JAVIA**  
F.C.A.  
Firm Regl.No. 104088W  
Pan No. ABUPJ6672N

10, BALIA BHAVAN, NEAR JAYSHRI TALKIES, JUNAGADH - 362 001. Tel. No. 2624247

SHRI PATEL KELAVANI MANDAL - JUNAGADH  
SANCHALIT

SHRI M. M. GHODASARA MAHILA ARTS & COMMERCE COLLEGE - JUNAGADH

UGC ACCOUNT

BALANCE SHEET AS AT 31.03.2015

FUNDS & LIABILITIES	AMOUNT RS.	ASSETS	AMOUNT RS.
<b>LOAN LIABILITIES</b>		<b>MOVABLE ASSETS</b>	
Shri M.M.Ghodasara Mahila Arts & Commerce College - Junagadh	5,100,484.54	( UGC )	
P.K.M. Vimens Hostel Ac.	4,419,850.00	As Per Schedule-2	22,472,084.15
		<b>BANK &amp; CASH</b>	
<b>GRANT RESERVE ACCOUNT</b>		O.B.C. Bank Balance	873,390.39
As Per Schedule-1	13,821,372.00	Cash in Hand	45.00
<b>INCOME &amp; EXP. ACCOUNT</b>			
During The Year	3,813.00		
<b>Total Rs.</b>	<b>23,345,519.54</b>	<b>Total Rs.</b>	<b>23,345,519.54</b>

Examined and Found Correct.

PLACE : JUNAGADH

For, C. JAVIA & CO.  
Chartered Accountants

DATE : 24.06.2015

( C.B. Javia )  
Proprietor  
M.No. 12218

Principal Stamp & Sign  
I/C PRINCIPAL  
M.M. GHODASARA MAHILA  
ARTS & COMM. COLLEGE, JUNAGADH



**C. JAVIA & CO.**  
Chartered Accountants

**C. B. JAVIA**  
F.C.A.

Firm Regl.No. 104088W  
Pan No. ABUPJ6872N

10, BALIA BHAVAN, NEAR JAYSHRI TALKIES, JUNAGADH - 362 001. Tel. No. 2624247

SHRI PATEL KELAVANI MANDAL - JUNAGADH  
SANCHALIT

SHRI M. M. GHODASARA MAHILA ARTS & COMMERCE COLLEGE - JUNAGADH

UGC ACCOUNT

INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31.03.2015

EXPENDITURES		AMOUNT RS.	INCOME		AMOUNT RS.
<u>To Expenses</u>			<u>By Income</u>		
Seminar Expense	29,690		Bank Interest		36,003.00
Audit Fees	2,500	32,190.00			
<u>To Excess of Income</u>					
<u>transferred to Balancesheet</u>		3,813.00			
<b>Total Rs.</b>		<b>36,003.00</b>	<b>Total Rs.</b>		<b>36,003.00</b>

Examined and Found Correct.

PLACE : JUNAGADH

For, C. JAVIA & CO.  
Chartered Accountants

DATE : 24.06.2015

(C.B. Javia)  
Proprietor  
M.No. 12218

*[Signature]*  
Principal & Sign  
M.M. GHODASARA MAHILA  
ARTS & COMM. COLLEGE, JUNAGADH



**C. JAVIA & CO.**  
Chartered Accountants

**C. B. JAVIA**  
F.C.A.  
Firm Regi.No. 104088W  
Pan No. ABUPJ6672N

10, BALIA BHAVAN, NEAR JAYSHRI TALKIES, JUNAGADH - 362 001. Tel. No. 2624247

**SHRI PATEL KELAVANI MANDAL - JUNAGADH**  
**SANCHALIT**

**SHRI M. M. GHODASARA MAHILA ARTS & COMMERCE COLLEGE - JUNAGADH**

**BALANCE SHEET AS AT 31.03.2016**

FUNDS & LIABILITIES		AMOUNT RS.	ASSETS		AMOUNT RS.
<b>LOAN LIABILITIES</b>			<b>MOVABLE ASSETS</b>		
Shri Patel Kelavani Mandal Current Account Balance		5,600,632.31	As per Schedule - A ( Gross Block )		5,156,047.04
<b>RESERVE FUND</b>			<b>DEPOSIT ADVANCE</b>		
Depreciation Reserve			As per Schedule - C		69,528.00
As per Schedule - A		2,409,510.00	<b>Employees PF DP A/c.</b>		16,571,582.00
<b>CURRENT LIABILITIES</b>			<b>M.M.Ghodasara Mahila College, UGC A/c.</b>		5,100,484.54
As per Schedule - B		878,962.00	<b>CASH &amp; BANK</b>		
<b>Employees PF A/c (Contra)</b>		16,571,582.00	As per Schedule - D		104,661.66
<b>INCOME &amp; EXPENDITURE ACCOUNT</b>					
As per Last Year	2,064,950.35				
Less : Excess of Income transferred from I & E. A/c.	523,333.42	1,541,616.93			
<b>Total Rs.</b>		<b>27,002,303.24</b>	<b>Total Rs.</b>		<b>27,002,303.24</b>

Examined and Found Correct.

PLACE : JUNAGADH

For, C. JAVIA & CO.  
Chartered Accountants

DATE : 01.05.2016

(C.B. Javia)  
Proprietor  
M.No. 12218

**IC PRINCIPAL**  
Principal Stamp & Sign  
**M.M. GHODASARA MAHILA**  
**ARTS & COMMERCE COLLEGE, JUNAGADH**



**C. JAVIA & CO.**  
Chartered Accountants

**C. B. JAVIA**  
F.C.A.  
Firm Regl.No. 104088W  
Pan No. ABUPJ6672N

10, BALIA BHAVAN, NEAR JAYSHRI TALKIES, JUNAGADH - 362 001. Tel. No. 2624247

**SHRI PATEL KELAVANI MANDAL - JUNAGADH**  
**SANCHALIT**

**SHRI M. M. GHODASARA MAHILA ARTS & COMMERCE COLLEGE - JUNAGADH**

**INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31.03.2016**

EXPENDITURES	AMOUNT RS.	INCOME	AMOUNT RS.
<b><u>To Salary Expenses</u></b>		<b><u>By Grant Income</u></b>	
As per Schedule - 1	27,703,947.00	Govt. D.P. Grant	27,701,227.00
<b><u>To College Rent Exp.</u></b>	118,462.00	BBVPN Grant Income	51,603.58
<b><u>To Administrative and</u></b>		Udisha Grant Income	5,000
<b><u>General Expenses</u></b>		<b><u>By Other Income</u></b>	
As per Schedule - 2	190,558.00	Bank Interest	10,258.00
<b><u>To BBVPN Connection Exp</u></b>	29,678.00	Library Fees	20,125.00
<b><u>To Udisha Grant Expenses</u></b>	1,001.00		
<b><u>To Depreciation Expenses</u></b>		<b><u>By W/o. of Payable</u></b>	
As per Schedule - A	301,861.00	Parivartan Construction	33,960.00
		To Excess of Expenditure	
		Transferred to	
		Balance Sheet	523,333.42
<b>Total Rs.</b>	<b>28,345,507.00</b>	<b>Total Rs.</b>	<b>28,345,507.00</b>

Examined and Found Correct.

PLACE : JUNAGADH

For, C. JAVIA & CO.  
Chartered Accountants

DATE : 01.05.2016

(C.B. JAVIA)  
Proprietor  
M.No. 12218



I/C PRINCIPAL  
M.M. GHODASARA MAHILA  
ARTS & COMM. COLLEGE, JUNAGADH

**C. JAVIA & CO.**  
Chartered Accountants

**C. B. JAVIA**  
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10, BALIA BHAVAN, NEAR JAYSHRI TALKIES, JUNAGADH - 362 001. Tel. No. 2624247

SHRI PATEL KELAVANI MANDAL - JUNAGADH  
SANCHALIT

SHRI M. M. GHODASARA MAHILA ARTS & COMMERCE COLLEGE - JUNAGADH

UGC ACCOUNT

BALANCE SHEET AS AT 31.03.2016

FUNDS & LIABILITIES		AMOUNT RS.	ASSETS		AMOUNT RS.
<b>LOAN LIABILITIES</b>			<b>MOVABLE ASSETS</b>		
Shri M.M.Ghudasara Mahila Arts & Commerce College - Junagadh	5,100,484.54		<b>( UGC )</b>		
P.K.M. Vimens Hostel Ac.	4,419,850.00	9,520,334.54	As Per Schedule-2		22,591,037.15
<b>GRANT RESERVE ACCOUNT</b>			<b>BANK &amp; CASH</b>		
As Per Schedule-1		13,821,372.00	O.B.C. Bank Balance		759,455.39
<b>INCOME &amp; EXP. ACCOUNT</b>			Cash in Hand		570.00
As per Last Year	3,813.00				
Add : During The Year	5,543.00	9,356.00			
<b>Total Rs.</b>		<b>23,351,062.54</b>	<b>Total Rs.</b>		<b>23,351,062.54</b>

Examined and Found Correct.

PLACE : JUNAGADH

DATE : 01.05.2016

For, C. JAVIA & CO.  
Chartered Accountants

( C.B. Javia )  
Proprietor  
M.No. 12218



HC PRINCIPAL  
Principal Stamp & Sign  
M.M. GHODASARA MAHILA  
ARTS & COMMERCE COLLEGE, JUNAGADH

**C. JAVIA & CO.**  
Chartered Accountants

**C. B. JAVIA**  
F.C.A.

Firm Regi.No. 104088W  
Pan No. ABUPJ6672N

10, BALIA BHAVAN, NEAR JAYSHRI TALKIES, JUNAGADH - 362 001. Tel. No. 2624247

SHRI PATEL KELAVANI MANDAL - JUNAGADH  
SANCHALIT

SHRI M. M. GHODASARA MAHILA ARTS & COMMERCE COLLEGE - JUNAGADH  
UGC ACCOUNT  
INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31.03.2016

EXPENDITURES		AMOUNT RS.	INCOME		AMOUNT RS.
<u>To Expenses</u>			<u>By Income</u>		
Seminar Expense	27,220		Bank Interest		35,963.00
Audit Fees	3,200	30,420.00			
<u>To Excess of Income</u>					
<u>transferred to Balancesheet</u>		5,543.00			
<b>Total Rs.</b>		<b>35,963.00</b>	<b>Total Rs.</b>		<b>35,963.00</b>

Examined and Found Correct.

PLACE : JUNAGADH

For, C. JAVIA & CO.  
Chartered Accountants

DATE : 01.05.2016

(C.B. JAVIA)  
Proprietor  
M.No. 12218

I/C PRINCIPAL  
Principal Stamp & Sign  
M.M. GHODASARA MAHILA  
ARTS & COMM. COLLEGE, JUNAGADH



C. JAVIA &amp; CO.

Chartered Accountants

C. B. JAVIA

F.C.A.

Firm Regl.No. 104088W

Pan No. ABUPJ6672N

10, BALIA BHAVAN, NEAR JAYSHRI TALKIES, JUNAGADH - 362 001. Tel. No. 2624247

SHRI PATEL KELAVANI MANDAL - JUNAGADH  
SANCHALIT

M. M. GHODASARA MAHILA ARTS &amp; COMMERCE COLLEGE ( Self Finance ) - JUNAGADH

## BALANCE SHEET AS AT 31.03.2012

FUNDS & LIABILITIES	AMOUNT RS.	ASSETS	AMOUNT RS.
<b>LOAN LIABILITIES</b>		<b>MOVABLE ASSETS</b>	
Shri Patel Kelavani Mandal		As per Schedule - A	
Current Account Balance	2,843,942.00	( Gross Block )	1,534,868.00
Less : During Year	2,461,500.00		
		<b>ADVANCES AND RECEIVABLES</b>	
Add : Excess of Income		M.M.Ghodasara Arts and Commerce College	500,000.00
Transferred from I & E A/c.	4,624,395.00	English Lang. Lab Exp.	60,480.00
			560,480.00
<b>RESEVEVE FUND</b>		<b>DEPOSIT AND ADVANCES</b>	
Depreciation Fund		PGVCL Deposit	91,680.00
As per Schedule - A	698,847.00		
<b>CURRENT LIABILITIES</b>		<b>CASH &amp; BANK</b>	
English Language Lab Fees	194,000.00	Axis Bank Ltd.	3,839,783.00
Sau.Uni. Exam Fees	62,290.00	Cash On Hand	3,405.00
Sau.Uni.Que.Paper Destri.-12	68,242.00		3,643,188.00
	344,532.00		
<b>Total Rs.</b>	<b>5,830,216.00</b>	<b>Total Rs.</b>	<b>5,830,216.00</b>

Examined and Found Correct.

PLACE : JUNAGADH

For, C. JAVIA & CO.  
Chartered Accountants

DATE : 04.04.2012

( C. B. JAVIA )

Proprietor

M.No. 12218



PRINCIPAL  
M. M. G. MAHILA ARTS & COM. COLLEGE  
JUNAGADH  
Principal Stamp & Sign



C. JAVIA &amp; CO.

Chartered Accountants

C. B. JAVIA

F.C.A.

Firm Regi.No. 104088W

Pan No. ABUPJ6672N

10, BALIA BHAVAN, NEAR JAYSHRI TALKIES, JUNAGADH - 362 001. Tel. No. 2624247

SHRI PATEL KELAVANI MANDAL - JUNAGADH

SANCHALIT

M. M. GHODASARA MAHILA ARTS &amp; COMMERCE COLLEGE ( Self Finance ) - JUNAGADH

INCOME &amp; EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31.03.2012

EXPENDITURES		AMOUNT RS.	INCOME		AMOUNT RS.
<b>To Salary Expenses</b>			<b>By Fees Income</b>		
Staff Salary	4,616,280		Admission Fees	32,890	
Part Time Staff Salary	1,320,831	5,937,111.00	Term Fees	847,000	
<b>To Administrative and General Expenses</b>			Tuition Fees	8,811,100	
Stationery & Zerox Exp.	26,281		Extra Activity Fees	887,440	
GCET Remuneration Exp.	169,400		Energy Charge Fees	881,221	
Enrolment Fees Exp.	1,385		GCET Fees	247,654	
Post & Telegram Exp.	500		I Card & T.C. Fees	17,875	
Miscellaneous Expenses	29,483		Uni.Comp.Deve. Fees	490	
Staff Interview Expenses	21,273		Adm.Form & Prosp.Fee	18,582	
Computer & AC Parts Repairs	94,538		Panelty Fees	3,270	
Water Sanitation Exp.	3,870		Enrolment Form Fees	4,250	
Uni.Practical Exam Exp.	70,470		Uni.Student.Dev.Fees	4,400	
Audit Fees	5,900		Tally Account Fees	52,870	11,606,842.00
Tour & Travelling Exp.	32,552		<b>By Other Income</b>		
Electric Exp.	1,750		Bank Interest	134,595	
Sports & Cultural Exp.	146,247		Uni. Exam Exp.	17,586	152,181.00
Newspaper & Advertis. Exp.	36,650				
Bank Commission Exp.	106				
Uni. Exam Form Exp.	335				
N.C.C. Exp.	500				
Comp. Practi. Exam Exp.	17,721				
Staff Seminar Confe.Exp.	6,670				
Visiting Lecturer Remun.Exp.	8,000	673,631.00			
<b>To Depreciation Expenses</b>		525,886.00			
<b>To Excess of Income</b>					
Transferred to Patel Kelavani Mandal A/c.		4,624,395.00			
<b>Total Rs.</b>		<b>11,761,023.00</b>	<b>Total Rs.</b>		<b>11,761,023.00</b>

Examined and Found Correct.

PLACE : JUNAGADH

For, C. JAVIA & CO.  
Chartered Accountants

DATE : 04.04.2012

PRINCIPAL  
M. M. G. MAHILA ARTS & COM. COLLEGE  
JUNAGADH  
Principal Stamp & Sign



(C.B. JAVIA)  
Proprietor  
M.No. 12218

**C. JAVIA & CO.**  
Chartered Accountants

**C. B. JAVIA**  
F.C.A.  
Firm Regi.No. 104088W  
Pan No. ABUPJ6872N

10, BALIA BHAVAN, NEAR JAYSHRI TALKIES, JUNAGADH - 362 001. Tel. No. 2624247

SHRI PATEL KELAVANI MANDAL - JUNAGADH  
SANCHALIT

M. M. GHODASARA MAHILA ARTS & COMMERCE COLLEGE ( Self Finance ) - JUNAGADH

**BALANCE SHEET AS AT 31.03.2013**

FUNDS & LIABILITIES		AMOUNT RS.	ASSETS		AMOUNT RS.
<b>LOAN LIABILITIES</b>			<b>MOVABLE ASSETS</b>		
Shri Patel Kelavani Mandal			As per Schedule - A		
Current Account Balance	4,788,837.00		( Gross Block )		1,518,992.00
Less : During Year	5,000,000.00				
Add : Excess of Income			<b>ADVANCES AND RECEIVABLES</b>		
Transferred from I & E A/c	4,313,819.32	4,100,656.32	M.M.Ghodasara Arts and Commerce College	507,000.00	
			English Lang. Lab Exp.	60,480.00	567,480.00
<b>RESEVEVE FUND</b>			<b>DEPOSIT AND ADVANCES</b>		
Depreciation Fund			PGVCL Deposit		91,680.00
As per Schedule - A		931,104.00			
<b>CURRENT LIABILITIES</b>			<b>CASH &amp; BANK</b>		
English Language Lab Fees	194,000.00		Axis Bank Ltd.	3,233,016.00	
Sau.Uni. Exam Fees-2014	141,020.00		Cash On Hand	1,642.00	3,234,558.00
Sau.Uni. Comp.Fee 2012-13	13,680.00				
Tally Course Advance Fee	32,250.00	380,950.00			
<b>Total Rs.</b>		<b>5,412,710.32</b>	<b>Total Rs.</b>		<b>5,412,710.00</b>

Examined and Found Correct.

PLACE : JUNAGADH

DATE 20 APR 2013



For, C. JAVIA & CO.  
Chartered Accountants

( C.B. Javia )  
Proprietor  
M.No. 12218

Principal, Shri. B. B. Bhatt  
IC PRINCIPAL  
M.M.G. MAHILA ARTS &  
COMM. COLLEGE, JUNAGADH.

**C. B. JAVIA & CO.**  
Chartered Accountants

**C. B. JAVIA**  
F.C.A.  
Firm Regi.No. 104088W  
Pan No. ABUPJ6672N

10, BALIA BHAVAN, NEAR JAYSHRI TALKIES, JUNAGADH - 362 001. Tel. No. 2624247

**SHRI PATEL KELAVANI MANDAL - JUNAGADH**  
**SANCHALIT**

**M. M. GHODASARA MAHILA ARTS & COMMERCE COLLEGE ( Self Finance ) - JUNAGADH**

**INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31.03.2012**

EXPENDITURES	AMOUNT RS.	INCOME	AMOUNT RS.
<b>To Salary Expenses</b>		<b>By Fees Income</b>	
Staff Salary	1,373,573	Admission Fees	42,440
Salary Computer Sci.Self	4,545,987	Term Fees	796,750
GSET Remuneration Exp.	24,200	Tuition Fees	8,162,455
		Extra Activity Fees	940,260
<b>To Administrative and General Expenses</b>		Energy Charge Fees	658,324
Affiliation Fee Exp.	65,000	CMET Infra. Exp Incom	16,800
Stationery & Xerox Exp.	6,017	I Card & T.C. Fees	27,475
Written Off Dead Stock	16,826	Tally Account Fee	13,250
Tally Accounts Salary	24,000	Uni.Comp.Deve. Fees	350
Staff Seminar Confe.Exp.	13,197	Adm.Form & Prosp.Fee	36,260
Comp. Practl. Exam Exp.	250	Panelty Fees	1,420
Miscellaneous Expenses	8,709	Enrolment Form Fees	2,435
Computer & AC Parts Repairs	38,122	Uni.Student.Dev.Fees	3,200
Water Sanitation Exp.	2,100		10,701,419.00
Uni.Practical Exam Exp.	71,122	<b>By Other Income</b>	
Audit Fees	3,400	Bank Interest	168,695
Tour & Travelling Exp.	47,281	Uni. Exam Exp.	59,637
Electric Exp.	989	Uni. Exam Exp. 2012	540
Sports & Cultural Exp.	67,780	Uni. Exam Exp. 2013	400
Newspaper & Advertis. Exp.	64,702		229,272.00
Uni. Exam Form Exp.	6,760		
N.C.C. Exp.	4,800		
	440,854.68		
<b>To Depreciation Expenses</b>			
	232,257.00		
<b>To Excess of Income Transferred to Patel Kelavani Mandal A/c.</b>			
	4,313,819.32		
<b>Total Rs.</b>	<b>10,930,691.00</b>	<b>Total Rs.</b>	<b>10,930,691.00</b>

Examined and Found Correct.

PLACE : JUNAGADH

DATE : 0 APR 2013



For, C. JAVIA & CO.  
Chartered Accountants

(C.B. JAVIA)  
Proprietor  
M.No. 12218

Principal Stamp & Sign  
Principal  
M.M.G. MAHILA ARTS &  
COMM. COLLEGE JUNAGADH.

**C. JAVIA & CO.**  
Chartered Accountants

**C. B. JAVIA**  
F.C.A.

Firm Regi.No. 104088W  
Pan No. ABUPJ6672N

10, BALIA BHAVAN, NEAR JAYSHRI TALKIES, JUNAGADH - 362 001. Tel. No. 2624247

**SHRI PATEL KELAVANI MANDAL - JUNAGADH**  
**SANCHALIT**

**M. M. GHODASARA MAHILA ARTS & COMMERCE COLLEGE ( Self Finance ) - JUNAGADH**

**BALANCE SHEET AS AT 31.03.2014**

FUNDS & LIABILITIES		AMOUNT RS.	ASSETS	AMOUNT RS.
<b><u>LOAN LIABILITIES</u></b>			<b><u>MOVABLE ASSETS</u></b>	
Shri Patel Kelavani Mandal			As per Schedule - A	
Current Account Balance	4,100,656.00		( Gross Block )	1,984,918.00
Less : During Year	5,900,000.00			
			<b><u>ADVANCES AND RECEIVABLES</u></b>	
Add : Excess of Income			M.M.Ghodasara Arts and Commerce College	507,000.00
Transferred from I & E A/c.	4,509,430.92	2,710,088.92	English Lang. Lab Exp.	60,480.00
				567,480.00
<b><u>RESEVEVE FUND</u></b>			<b><u>DEPOSIT AND ADVANCES</u></b>	
Depreciation Fund			PGVCL Deposit	91,660.00
As per Schedule - A		1,095,805.00		
<b><u>CURRENT LIABILITIES</u></b>			<b><u>CASH &amp; BANK</u></b>	
English Language Lab Fees	194,000.00		Axis Bank Ltd.	1,383,375.92
Sau.Uni.Comp.Fee 2012-13	13,680.00		Cash On Hand	408.00
Sau.Uni.Comp.Fee 2013-14	14,280.00	221,970.00		1,383,783.92
<b>Total Rs.</b>		<b>4,027,861.92</b>	<b>Total Rs.</b>	<b>4,027,861.92</b>

Examined and Found Correct.

PLACE : JUNAGADH

For, C. JAVIA & CO.  
Chartered Accountants

DATE : 12.04.2014

( C.B. Javia )  
Proprietor  
M.No. 12218

Principal Stamp & Sign  
Principal  
M.M.G. MAHILA ARTS &  
COMM. COLLEGE, JUNAGADH.



**C. JAVIA & CO.**  
Chartered Accountants

**C. B. JAVIA**  
F.C.A.

Firm Regi.No. 104088W  
Pan No. ABUPJ6872N

10. BALIA BHAVAN, NEAR JAYSHRI TALKIES, JUNAGADH - 362 001. Tel. No. 2624247

SHRI PATEL KELAVANI MANDAL - JUNAGADH  
SANCHALIT

M. M. GHODASARA MAHILA ARTS & COMMERCE COLLEGE ( Self Finance ) - JUNAGADH

**INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31.03.2014**

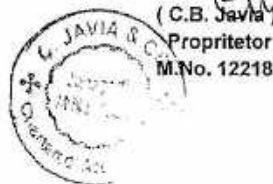
EXPENDITURES	AMOUNT RS.	INCOME	AMOUNT RS.
<b>To Salary Expenses</b>		<b>By Fees Income</b>	
Staff Salary	1,958,187	Admission Fees	53,600.00
Salary Computer Sci.Self	3,569,424	Term Fees	826,350.00
	5,527,611.00	Tuition Fees	7,964,470.00
<b>To Administrative and General Expenses</b>		Extra Activity Fees	815,900.00
Advertisement Exp.	50,910	Energy Charge Fees	1,203,400.92
Stationery & Xerox Exp.	22,005	Miscellaneous Fee	5,278.00
Admi. Form & Prospect fee	93,360	I Card & T.C. Fees	17,690.00
Affiliation Fee Exp.	30,000	Tally Account Fee	10,702.00
Building Rent Exp.	600,000	Library Fee	312,000.00
Staff Seminar Confe. Exp.	27,794	Penalty Fees	400.00
Comp. Practi. Exam Exp.	780	Enrolment Fees	4,090.00
Chunghar 2014 Exp	2,079	Uni. Student. Dev. Fees	6,910.00
Computer&AC Parts Repairs	42,352	Late Fee	1,100.00
Tax Advise Fee Exp.	3,600		11,221,890.92
Uni. Practical Exam Exp.	174,845	<b>By Other Income</b>	
Audit Fees	3,400	Bank Interest	98,678.00
Tour & Travelling Exp.	53,879	Uni. Exam Exp.	61,951.00
Xerox Machine AMC Exp.	18,760	Uni. Exam Fee	340.00
Sports & Cultural Exp.	46,325	Uni. Exam Form	6,125.00
R.O. System Maintan. Exp	5,250		167,094.00
Gandriyan Exhibition Exp.	11,728		
N.C.C. Exp.	175		
	1,187,242.00		
<b>To Depreciation Expenses</b>			
	164,701.00		
<b>To Excess of Income Transferred to Patel Kelavani Mandal A/c.</b>			
	4,509,430.92		
<b>Total Rs.</b>	<b>11,388,984.92</b>	<b>Total Rs.</b>	<b>11,388,984.92</b>

Examined and Found Correct.

PLACE : JUNAGADH

For, C. JAVIA & CO.  
Chartered Accountants

DATE : 12.04.2014



Principal Stamp & Sign  
Principal  
M.M.G. MAHILA ARTS &  
COMM. COLLEGE, JUNAGADH

**C. JAVIA & CO.**  
Chartered Accountants

**C. B. JAVIA**  
F.C.A.  
Firm Regl.No. 104088W  
Pan No. ABUPJ6672N

10, BALIA BHAVAN, NEAR JAYSHRI TALKIES, JUNAGADH - 362 001. Tel. No. 2624247

**SHRI PATEL KELAVANI MANDAL - JUNAGADH**  
SANCHALIT

**M. M. GHODASARA MAHILA ARTS & COMMERCE COLLEGE ( Self Finance ) - JUNAGADH**  
**BALANCE SHEET AS AT 31.03.2015**

FUNDS & LIABILITIES		AMOUNT RS.	ASSETS	AMOUNT RS.
<b>LOAN LIABILITIES</b>			<b>MOVABLE ASSETS</b>	
<u>Shri Patel Kelavani Mandal</u>			As per Schedule - A	
Current Account Balance	2,710,086.82		( Gross Block )	2,123,829.00
Less : During Year	3,772,300.00			
	(1,062,213.08)		<b>ADVANCES AND</b>	
<b>Add : Excess of Income</b>			<b>RECEIVABLES</b>	
Transferred from I & E A/c.	3,910,444.64	2,848,231.56	M.M.Ghodasara Arts	
			and Commerce College	482,975.00
			English Lang. Lab Exp.	60,480.00
				543,455.00
<b>RESEVEVE FUND</b>			<b>DEPOSIT AND</b>	
Depreciation Fund		1,241,125.00	<b>ADVANCES</b>	
As per Schedule - A			PGVCL Deposit	91,680.00
<b>CURRENT LIABILITIES</b>			<b>CASH &amp; BANK</b>	
English Language Lab Fees		194,000.00	Axis Bank Ltd.	1,523,094.58
			Cash On Hand	1,298.00
				1,524,392.56
<b>Total Rs.</b>		<b>4,283,356.56</b>	<b>Total Rs.</b>	<b>4,283,356.56</b>

Examined and Found Correct.

PLACE : JUNAGADH

For, C. JAVIA & CO.  
Chartered Accountants

DATE : 15.05.2015



( C.B. Javia )  
Proprietor  
M.No. 12218

Principal Stamp & Sign

*[Signature]*  
I/C PRINCIPAL  
M.M. GHODASARA MAHILA  
ARTS & COMMERCE COLLEGE, JUNAGADH

**C. JAVIA & CO.**  
Chartered Accountants

**C. B. JAVIA**  
F.C.A.

Firm Regi.No. 104088W  
Pan No. ABUPJ6672N

10, BALIA BHAVAN, NEAR JAYSHRI TALKIES, JUNAGADH - 362 001. Tel. No. 2624247

**SHRI PATEL KELAVANI MANDAL - JUNAGADH**  
**SANCHALIT**

**M. M. GHODASARA MAHILA ARTS & COMMERCE COLLEGE ( Self Finance ) - JUNAGADH**

**INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31.03.2015**

EXPENDITURES		AMOUNT RS.	INCOME		AMOUNT RS.
<b>To Salary Expenses</b>			<b>By Fees Income</b>		
Staff Salary	3,057,478		Admission Fees	34,840.00	
Salary Computer Sci.Self	3,220,606	6,278,084.00	Term Fees	921,500.00	
			Tuition Fees	6,755,510.00	
			Extra Activity Fees	1,529,080.00	
<b>To Administrative and General Expenses</b>			Energy Charge Fees	1,823,293.00	
Advertisement Exp.	47,620		Library Fee	241,800.00	
Stationery & Zerox Exp.	20,964		I Card & T.C. Fees	36,080.00	
Uni. Practical Exam Exp	139,312		Uni. Exam Fee 14-15	38,576.00	
Uni. Exam Form Exp	23,238		Uni. Comp.Fee 14-15	13,680.00	
Sports and Cultural Exp.	37,137		Uni.Comp.V.Fee 14-15	2,400.00	
Affiliation Fee Exp.	80,000		Uni. Comp.Fee 13-14	14,290.00	
Cultural Progm. Exp.	29,620		Uni. Comp.Fee 12-13	13,680.00	
Building Rent Exp.	600,000		Enrolment Fees	1,075.00	
Staff Seminar Expenses	6,842		Uni.Re-assessment F.	320.00	
Computer&AD Parts Repairs	18,200		Penalty Fees	1,803.00	
News Paper Expenses	750		Late Fee	900.00	11,228,827.00
Interview Expenses	275				
Audit Fees	4,400		<b>By Other Income</b>		
Ghungharu 2014 Festl.	6,494		Bank Interest	107,398.00	
Bank Commission	182		Uni. Exam Fee	73,774.00	
Water and Sanitation Exp	6,380		Tally Account Fees	13,412.00	
Miscellaneous Exp.	9,917		Admission Form Fees	46,040.00	240,624.00
Telephone Expenses	7,328				
Travelling Expenses	48,097				
House Tax	47,062				
N.C.C. Exp.	1,784	1,135,602.36			
<b>To Depreciation Expenses</b>		145,320.00			
<b>To Excess of Income Transferred to Patel Kelayani Mandal A/c.</b>		3,910,444.64			
<b>Total Rs.</b>		<b>11,469,451.00</b>	<b>Total Rs.</b>		<b>11,469,451.00</b>

Examined and Found Correct.

PLACE : JUNAGADH

For, C. JAVIA & CO.  
Chartered Accountants

DATE : 15.05.2015



( C.B. JAVIA )  
Proprietor

Principal Stamp & Sign

I/C PRINCIPAL  
M.M. GHODASARA MAHILA  
ARTS & COMM. COLLEGE, JUNAGADH

**C. JAVIA & CO.**  
Chartered Accountants

**C. B. JAVIA**

F.C.A.

Firm Regl.No. 104088W

Pan No. ABUPJ6672N

10, BALIA BHAVAN, NEAR JAYSHRI TALKIES, JUNAGADH - 362 001. Tel. No. 2624247

**SHRI PATEL KELAVANI MANDAL - JUNAGADH**  
**SANCHALIT**

**M. M. GHODASARA MAHILA ARTS & COMMERCE COLLEGE ( Self Finance ) - JUNAGADH**

**BALANCE SHEET AS AT 31.03.2016**

FUNDS & LIABILITIES		AMOUNT RS.	ASSETS		AMOUNT RS.
<b>LOAN LIABILITIES</b>			<b>MOVABLE ASSETS</b>		
Shri Patel Kelavani Mandal			As per Schedule - A		
Current Account Balance	2,848,231.56		( Gross Block )		2,309,126.00
Less : During Year	400,000.00		<b>ADVANCES AND</b>		
	2,448,231.56		<b>RECEIVABLES</b>		
Add : Excess of Income			M.M.Ghudasara Arts		
Transferred from I & E A/c.	1,723,266.70	4,171,498.26	and Commerce College		792,975.00
			English Lang. Lab Exp.		60,480.00
<b>RESEVEVE FUND</b>			<b>DEPOSIT AND</b>		
Depreciation Fund		1,367,838.00	<b>ADVANCES</b>		
As per Schedule - A			PGVCL Deposit		91,680.00
<b>CURRENT LIABILITIES</b>			<b>CASH &amp; BANK</b>		
English Language Lab Fees		194,000.00	Axis Bank Ltd.		2,475,498.26
			Cash On Hand		3,577.00
					2,479,075.26
<b>Total Rs.</b>		<b>5,733,336.26</b>	<b>Total Rs.</b>		<b>5,733,336.26</b>

Examined and Found Correct.

PLACE : JUNAGADH

DATE : 11.05.2016

For, C. JAVIA & CO.  
Chartered Accountants

( C.B. Javia )  
Proprietor  
M.No. 12218

I/C PRINCIPAL  
Principal Stamp & Sign  
M.M. GHODASARA MAHILA  
ARTS & COMMERCE COLLEGE, JUNAGADH







**JAVIA & CO.**  
Chartered Accountants

**C. B. JAVIA**  
F.C.A.  
Firm Regl.No. 104088W  
Pan No. ABUPJ6672N

10, BALIA BHAVAN, NEAR JAYSHRI TALKIES, JUNAGADH - 362 001. Tel. No. 2624247

**SHRI PATEL KELAVANI MANDAL - JUNAGADH**  
**SANCHALIT**

**M. M. GHODASARA MAHILA ARTS & COMMERCE COLLEGE ( Self Finance ) - JUNAGADH**

**INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31.03.2016**

EXPENDITURES	AMOUNT RS.	INCOME	AMOUNT RS.
<b>To Salary Expenses</b>		<b>By Fees Income</b>	
Staff Salary	4,648,887	Admission Fees	34,520.00
Salary Computer Sci.Self	3,209,505	Term Fees	998,750.00
	7,858,392.00	Tuition Fees	6,045,610.00
<b>To Administrative and General Expenses</b>		Extra Activity Fees	1,446,057.00
Building Rent Exp.	600,000	Energy Charge Fees	2,230,455.00
Advertisement Exp.	63,380	Library Fee	213,300.00
Stationery & Xerox Exp.	48,580	Id Card & T.C. Fees	-34,325.00
Uni. Practical Exam Exp	107,516	Uni. Complex Fee	620.00
Uni. Exam Exp	2,840	Uni. Student Dev.Fees	6,100.00
Sports and Cultural Exp.	29,113	Enrolment Fees	1,720.00
Affiliation Fee Exp.	305,000	Uni.Re-assessment F.	425.00
Cultural Prog. Exp.	4,650	Panelty Fees	1,850.00
BBVP Internet Con.Exp.	25,783	Late Fee	1,500.00
House Tax	47,062		11,015,232.00
Computer&AC Parts Repairs.	102,567	<b>By Other Income</b>	
Electric Expenses	204,106	Bank Interest	163,539.00
Postage Expenses	1,300	Uni. Exam Fee	70,690.00
Audit Fees	3,400	BBVFN Internet Grant	53,692.70
Miscellaneous Exp.	18,398	Tally Account Fees	12,000.00
Bank Commission	591	Miscellaneous Income	20,680.00
Water and Sanitation Exp	3,805	Admission Form Fees	87,830.00
Computer Hardware Exhibi.	7,293		408,431.70
R.O. System Maintainance	31,500		
Xerox Machine Maintain.	28,495		
Travelling Expenses	69,670		
CC TV Maintainance Exp	300		
Cleaning Expenses	8,075		
Co-Educational Activity Ex	1,888		
	1,715,292.00		
<b>To Depreciation Expenses</b>			
	126,713.00		
<b>To Excess of Income Transferred to Patel Kelavani Mandal A/c.</b>			
	1,723,266.70		
<b>Total Rs.</b>	<b>11,423,663.70</b>	<b>Total Rs.</b>	<b>11,423,663.70</b>

Examined and Found Correct.

PLACE : JUNAGADH

For, C. JAVIA & CO.  
Chartered Accountants

DATE : 11.05.2016

(C.B. JAVIA)  
Proprietor

Principal Stamp & Sign  
I/C PRINCIPAL  
M.M. GHODASARA MAHILA  
ARTS & COMM COLLEGE, JUNAGADH



**6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).**

- College Administration along with faculty members continuously pursue the local management members of Patel Kevani Mandal - Junagadh from time to time
- The funds have been used for the purpose they were attained.

**6.5 Internal Quality Assurance System (IQAS)****6.5.1 Internal Quality Assurance Cell (IQAC)****a. Has the institution established an Internal Quality Assurance Cell (IQAC)?**

**If ‘yes’, what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?**

Yes, the college has established an Internal Quality Assurance Cell (IQAC) which conceives plans, executes growth oriented programmes and keeps a critical eye over the functioning of all the components of the college to frame or reframe strategies for quality improvement.

- The members of IQAC in consultation with Co-ordinators, HODs and Teachers- in-charge of clubs and committees frame a standard operational plan in the beginning of the academic session. An activity calendar is prepared and strategic roadmaps are evolved for quality enhancement and quality sustenance of the institutional programmes.
- Besides achieving excellence in Academics, Sports and Extra-curricular/Co-curricular Activities, the IQAC strengthens the value system by inculcating ethical understanding among the students, sensitizing them to the needs of the community, generating marketing skills, communication skills, self employment and employability and positive thinking among the learners.
- The IQAC meeting focuses on the following issues:-
  - Preparation of Annual Teaching Plan from each teacher before the advancement of the academic year and the principal assesses each teacher’s report at the end of academic year.

- Filling up Academic Performance Report at the end of academic year.
- Evaluation of Teachers by the students.
- Evaluation of curriculum by the students.
- Over-all evaluation of campus development.
- Infrastructural requirements.
- Requirements of staff and students in terms of teaching or other activities and equipment, machines, books, journals etc.
- Expectation of parents from the institution.
- Welfare scheme for students and staff including incentives and concessions.
- Proposals for workshops, seminars, conferences, lectures, exhibitions and displays etc.
- Research projects.
- Awareness programmes for students.
- Strategies for further improvements in sports, academic, cultural activities.
- Special programmes to inculcate values and patriotic feeling in the youth.
- Projects to instil in students a sense of responsibility for the under-privileged sections of the society.

**b. How many decisions of the IQAC have been approved by the management/ authorities for implementation and how many of them were actually implemented?**

The management as usual approves all the decision as it is involved in decision making process. The following decisions were taken by the IQAC and approved by

the management for implementation.

### **2013-14**

- Formation of various committees
- Development of Research Activities
- Starting of Skill Development Programmes
- Developing Language Laboratory
- Taking feedbacks from stakeholders
- Arrangement of co-curricular and extra-curricular activities.

### **2014-15**

- Development of Research Activities.
- Extension of existing Building
- Building spacious Library on the First Floor.
- Development of library books
- Formation of Saptadhara
- Arrangement of co-curricular and extra-curricular activities.
- Taking feedbacks from stakeholders

### **2015-16**

- Development of Research Activities.
- Development of library books and other facilities
- Arrangement of co-curricular and extra-curricular activities.
- Taking feedbacks from stakeholders

- Arrangement of career development activities through Career Counselling and placement Cell and UDISHA Club.
- Purchase of Audio Visual Aids and Computers.

**2016-17**

- Development of Research Activities.
- Development of library
- Arrangement of co-curricular and extra-curricular activities.
- Taking feedbacks from stakeholders
- Arrangement of career development activities through Career Counselling and placement Cell and UDISHA Club.
- Making NRC at its optimal use.
- Making Multi-media room well equipped and functional.

**c. Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.**

The IQAC has two external members in its committee. They are Dr. Alkesh Vachhani (Principal of College of Technology), Mr. M. B. Bhalodiya (Ex-Principal of Shree M.M.G College). They contribute a lot to enhance quality of the performance of the college. They are the guiding force behind the events held in college. Besides, they enable the college to upgrade its academic infrastructure.

**d. How do students and alumni contribute to the effective functioning of the IQAC?**

The students play the role of active learners who help in creating systems according to their needs and requirements. They make suggestions regarding improvement in teaching-learning process, examination system, day-to-day facilities like library services, etc. They are also informed about the decisions taken or policies made by IQAC for their welfare through notices & announcements etc. As far as the alumni of

the college are concerned, IQAC makes special efforts to involve them in the college programme. Many of the alumni members are professors in various colleges and teachers in schools in and around Junagadh. Hence we receive due suggestions from them time to time towards quality enhancement of the institution.

**e. How does the IQAC communicate and engage staff from different constituents of the institution?**

It has been earlier stated that all strategies of IQAC are formulated with consultation of other faculty members. Further at the time of execution of the plans, the staff members and students are involved. As they are with IQAC from the seeding, planting, and cultivating process, this association contributes to the effective functioning of the college.

**6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If ‘yes’, give details on its operationalisation.**

The institution is constituted into various components, broadly speaking academic, sports, cultural and administrative. These components are further divided into sub-component. All the aspects of the college follow an integrated framework for quality assurance. Following are the guidelines:

- To reinvent ourselves to meet the quality standards.
- To encourage innovation, experimentation and research.
- To create learner- oriented environment.
- To inculcate the spirit of healthy competition.
- To observe professional ethics and moral standard.
- To maintain democratic set-up and free environment for growth.
- All the segments are given support-academic, infrastructural and financial to maintain quality.
- Various schemes of UGC and other agencies are implemented in this regard. Support from NGOs, philanthropic groups and individuals is sought to enhance the quality of the performance.
- A very strict view and analysis of output is made to seek further improvement.

**6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If ‘yes’, give details enumerating its impact.**

- The college has developed an efficient coordinating and monitoring mechanism for the effective implementation of the quality assurance procedures. First the goals are set through collaborative and collective efforts of various components of the institution. Thereafter, the responsibilities are assigned to individual teachers and departments where it is required, training is provided to the teaching as well as the non-teaching staff. Each department is equipped with the latest academic infrastructure and trained to use it to achieve the desired goal. The process of reinventing ourselves goes on, the administration encourages it and supports with all the means the individuals as well as department, various clubs and societies of the college.
- Time to time computer training is provided through short term courses to the staff.
- Where specific skills are required, various departments hold workshops to train the staff.
- Workshops to raise cultural skills or quotient are conducted specially for the advancement of the staff and the development of the student’s cultural potential. Presentations, recitals, workshops are frequently held in theatre, music and fine arts.

**6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If ‘yes’, how are the outcomes used to improve the institutional activities?**

- The institution is affiliated with the Saurashtra University, Rajkot and BKNMU, Junagadh. The university has its set mechanism to audit the academic working of the college. Every year, university sends a team of the experts to conduct academic audit. The team visits the college and very minutely observes the working of the institution in all its aspects. The committee then comments on the performance and thereby suggests the important changes required. The college very honestly adheres to the recommendations made by the committees.
- Every year the institution applies for Administrative and Academic Audit

conducted by Knowledge Consortium of Gujarat (KCG) by Government of Gujarat where in a peer team deputed by KCG comprising of three members visits the college for AAA and the college implements all the suggestions made by the peer team

- This audit definitely improves the quality of the institutional programmes. They are geared up toward their goals, for example the review of results brings out the low, average and high performance. There after each student is taken care of according to her capacity. Remedial classes are conducted for the weak students and special guidance help is provided to the high performers for the scholars' club.
- Many times new additions are made in the infrastructure to improve the teaching learning process. Every department keeps on adding equipment, books, journals, software for the benefit of the students

**6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?**

The college follows all university rules, UGC guidelines and instructions and maintains standards in teaching-learning process, conduct of examination & evaluation. It also avails many welfare schemes offered by these agencies, conducts academic and co-academic programmes as per the calendar of the University.

**6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?**

For continuous review of the teaching-learning process, the institute has developed its Annual Planner. The teachers are supposed to fill each column month-wise in which they are also write the methodology they are to adopt during their actual teaching hours in the classroom. They have to submit this academic plan in the beginning of the year. Principal review this plan and if found some suggestions, he instructs the teacher. While at the end of each year, all the faculty members have to submit API to the principal. The Principal review the activities the concerned faculty has undertaken during the year and accordingly give points. For students' evaluations, class tests, assignments, university exams are held.



The College has set up a Separate **Feedback Committee** to review the teaching learning process.

- **The members of the committee are:**

<b>Name</b>	<b>Designation</b>
Prof. Pravin Radadiya	Coordinator
Prof. Bhavana Trivedi	Member
Dr. Rekha Gunjariya	Member
Dr. Raksha Bathani	Member
Dr. Praful Kanjiya	Member
Prof. Prashant Doshi	Member
Dr. Hiren Thakor	Member

The committee holds three meetings in a session to discuss methodologies to review the teaching - learning process. It has developed a multi- pronged mechanism for the feedback.

#### **Feedback from the students**

The student council of the College keeps the Heads of Departments and the Principal updated about their difficulties regarding certain courses and the performance of the teachers.

There is a suggestion box where the students can drop their complaints, if any. The contents of the box are analysed on the monthly basis and suitable measures are taken to redress the grievances. A Performa designed according to UGC & instructions is also used annually to get students' feedback on teachers.

#### **Feedback from the Parents and Alumni**

The College remains in touch with the Parents by sending the report of the performance of their wards. Where need be, they are called for meetings with the concerned teachers. During their interaction, the suggestions and reviews regarding teaching – learning process are taken.

Alumni in their meetings or through their connection with the Faculty give their

opinions regarding the teaching – learning process of the College. Such feedbacks go a long way in improving the quality of the teaching – learning process in a sense that a teacher comes to know about his/her strengths and shortcomings and improves his/her shortcomings and even better his/her strengths. Students also are guided as per their capacity to improve their skills.

### **Review of Results**

The Feedback Committee reviews results, both terminal and final and finds out advanced and slow learners on the basis of their performance on the basis of the review, special tests and instructions to the students are given to enhance their performance.

#### **6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?**

- Instructions regarding the quality assurance are communicated to the faculty members, especially the newly appointed ones, in the beginning of the session through meetings with the Principal.
- Students are also made aware of such policies through orientation programmes conducted by the administration and by the heads of departments.
- The college informs the external stakeholders about its policies through prospectus, diaries, pamphlets and other publications and advertisements in newspapers and TV channels. It makes extra efforts to send its publications to the individual members of the management, officers of educational & other bodies, industry units the college is related to.

**CRITERION-VII**  
**INNOVATIONS & BEST PRACTICES**

**CRITERIA VII: INNOVATIONS AND BEST PRACTICES****7.1 Environment Consciousness****7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?**

Being very sensitive to the environment, the institute works meticulously to maintain a green environment in the campus. The college has formed a green audit team. It regularly conducts green audit to seek solutions of the existing problems and plan strategies to improve upon the existing conditions. Recently it has undertaken the following steps:

**Waste Audit**

To fulfil the target of reducing waste in the college premises the green audit team recommended the use of a compost bin for food wastage. It also banned the use of polythene in the college.

**Water Audit**

- The team regularly makes a qualitative and quantitative analysis of water consumption to identify means of reducing, reusing and recycling of water in the campus.
- The points with leakage and overflow of water are identified and appropriate measures are taken to prevent wastage of water.
- The college has also installed a rainwater harvesting system to collect rainwater and use it for gardening, toilet, cleaning and floor-cleaning etc.
- Some monitoring mechanisms to check tank overflows have been installed in the college.
- Annual Maintenance Contract (AMC) has been done with a local company for the regular inspection and cleaning of the overhead and ground water tanks.

**Energy Audit**

- The green audit team has taken up steps to reduce the total energy consumption.

**Biodiversity**

- Maintaining a biologically diverse environment is the foundation for a healthy planet and human well-being. The college has developed a vegetable patch to maintain biodiversity and avoids the use of harsh pesticides and herbicides in the college grounds.

**7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?**

- **Energy conservation**
- **Use of renewable energy**
- **Water harvesting**
- **Efforts for Carbon neutrality**
- **Plantation**
- **Hazardous waste management**
- **e-waste management**

**Energy Conservation**

Making the campus eco-friendly is the major concern of the college administration. It takes expert opinion, plans strategies to sustain environment, and implement them effectively involving students and staff.

Following measures have been taken to save energy:

- Use of fluorescent tubes instead of incandescent bulbs.
- Compact fluorescent lamps (CFL) have already been installed.
- In non-reading and non-working areas, reduced lighting (25watts- 40 watts) is used.
- For outdoor lighting, high pressure sodium or metal halide lamps are to be used.
- Lights are switched off immediately when not required.
- All transformers are disconnected and isolated from the wall outlet receptacles at the end of a working day.
- Computers, printers, copiers etc, which are not in use are closed down and disconnected at the end of a day.
- All personal computers utilize the power management option for conserving electrical energy.

- Electronic equipments and gadgets are shut- off during non-working hours.
- All the office windows are covered by blinds or curtains to reduce heat conduction.
- Unit settings for all ACs are at 22-24oC.
- Most of the doors, windows have been thermally sealed and are kept closed on entry/exit to reduce overwork.
- Split units have been installed in the institution compatible to the occupancy level.
- Members of student council and faculty have been deputed to check the wastage of electrical energy by ensuring that fans should not run in unoccupied classrooms or laboratories.

### **Water Harvesting**

- The rain water of the college building is allowed to enter bore well for recharging of ground water.
- In the playground, rain water percolates through the soil.

**Check Dam Construction:** Not Applicable

### **Efforts for Carbon Neutrality**

- Plantation of trees has been increased to sequester CO<sub>2</sub> emitted in the atmosphere.
- The greenhouse gas emission has been reduced by encouraging the employees and students to carpool their travel.

### **Plantation**

- A herbal garden having different varieties of medicinal plants has been developed in the college.
- Garden has been developed outside the college. It has different varieties of ornamental plants.

### **Hazardous Waste Management**

- Students of the different departments use this material and create artistic designs out of various waste items.
- The students utilize the waste material and make best out of waste and generate revenue for themselves.

## **E-Waste Management**

- Electronic waste, such as discarded computers, office electronic equipments, phones and television set are disposed off as per their conditions, sometimes donated to the needy institutions or handed over to the companies or NGO's engaged in recycling of e-waste.
- Recycling and disposal of e-waste involves risk, it is handed over to expert persons only for dismantling or recycling.

## **7.2 Innovations**

### **7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.**

As the college imbibes the spirit of innovation and experimentation, it keeps introducing new mechanisms for the improvement of its functioning. The following innovations and new strategies have been adopted in this regard:

- Public Address System has been installed to make important and urgent announcements to the students.
- Online Bulk messaging system has been adopted to make urgent announcements to students and parents.
- Customized software has been developed and is being used for the efficient functioning of the Principal's office, General office and Accounts office. This software has made it easy for the offices to maintain their records.
- Library functioning has also improved after the installation of the software in its system.
- In the library, the students have been allocated a separate reading room where they can carry their own books to study.
- The installation of video conferencing system will further create a positive impact on the working of the college.

## **7.3 Best Practices**

### **7.3.1 Elaborate on any two best practices as per the annexed format (see page...) which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.**

**Format for Presentation of Practice****1. Title of the Practice : Need-Based Curriculum****2. Goal**

The college is very keen to watch trends. Before the market forces catch us off-guard, we prepare new courses, faculty and facilities of international standards. This practice lends the curriculum viability to cater to diverse needs of society and to direct the students to make a wise choice matching the national and international trends.

**3. The Context**

The aim of the college is to equip the students with global competencies, so that they could meet with the demands of the changing scenario successfully. Keeping in mind this aim, the institution studies the national and international trends, moulds and makes choices of courses accordingly. Where need be, it designs innovative courses to provide a new choice to the students. This practice has boosted the image of the institution in the public eye, and has attracted more students from the region.

**4. The Practice**

The multifarious curriculum offers a wide range of job-oriented and skill based courses and provides the learners the option to match their aptitude and interest with the subject of their choice.

**UG Level Courses****• B.A. (Bachelor of Arts) – Three year degree course**

Students in arts and humanities have diverse subject options in languages, social sciences, fine arts and economics. These can open up avenues in fields as diverse as journalism, advertising, foreign trade and civil services. The vocational streams equip the students for jobs after graduation.

**• B.COM. (Bachelor of Commerce) – Three year degree course**

Students in commerce faculty have also a wide range of subjects to study such as accountancy, business organization, business management, economics, statistics,



human resource management, business communication etc. Hence, they get an exposure to the vocational fields like communication, trade & commerce, import export policies, business management, marketing and so on. The students avail the opportunities of the scholars and experts of commerce and enlighten themselves.

- **B.C.A. – Three year degree course**

The students in Computer Science faculty are exposed to the core aspects of computer and softwares wherein they get a complete training of programming, data work, etc. After having completed their graduation they have doors open for self employment by way of learning the aforesaid areas of computer technology.

### **PG Level Courses**

- **M.A. – Two years degree course**

A Master of Arts degree is a humanities based postgraduate degree and can be referred as MA or M.A. Students taking an MA degree typically study humanities, philosophy, fine arts or social sciences.

- **M.COM. - Two years degree course**

M. Com. or Master of Commerce is a postgraduate degree. This is a two year course approved by UGC. The program includes micro and macroeconomics, business commerce, export and import policies. Some other topics are like economic theory, money systems, banking systems and principles of accounting. There are specialization subjects in the last year that the candidates can choose. The subjects are Statistics, Taxation, Marketing, Accounting & Finance, Banking, Insurance, etc.

### **Add-on Courses**

Add-on courses in the unique scheme of the UGC to add on skills and increase employability and entrepreneurship for students pursuing conventional courses in the liberal arts stream have been started.

- English Language Training Programme Level A
- English Language Training Programme Level B

- Yoga Classes
- Public Exam Remedial Course

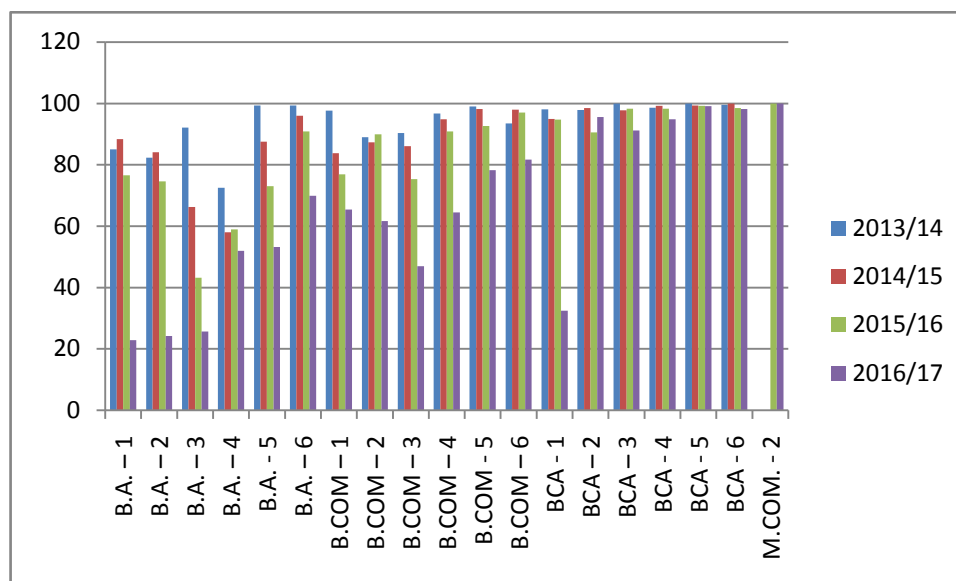
A student enrolled in any stream may opt for any one/two of the above courses.

All the courses at UG levels follow teaching and examination system according to the guidelines of the university. As the institution keeps an eye on the quality, it keeps its teaching-learning process up to date. Innovation and experimentation are the twin forces that strengthen it and make it meet the national & international expectations.

## 5. Evidence of Success

### Analysis of the students' results (last four years)

Programme	2013/14	2014/15	2015/16	2016/17
B.A. – 1	85.05	88.37	76.61	22.85
B.A. – 2	82.32	84.12	74.56	24.26
B.A. – 3	92.15	66.28	43.22	25.66
B.A. – 4	72.53	58.00	58.94	52.00
B.A. - 5	99.39	87.5	73.08	53.20
B.A. – 6	99.38	96.00	90.91	69.90
B.COM. – 1	97.65	83.76	76.90	65.38
B.COM. – 2	89.04	87.38	89.95	61.62
B.COM. – 3	90.35	86.09	75.31	46.93
B.COM. – 4	96.73	94.85	90.87	64.45
B.COM. - 5	99.02	98.19	92.67	78.21
B.COM. – 6	93.46	98.00	97.08	81.70
B.C.A. - 1	98.04	95.00	94.79	32.47
B.C.A. – 2	97.83	98.46	90.53	95.60
B.C.A. – 3	100.00	97.82	98.26	91.21
B.C.A. - 4	98.65	99.28	98.28	94.90
B.C.A. - 5	100.00	99.32	99.28	99.12
B.C.A. - 6	99.57	100.00	98.53	98.21
M.COM. - 2	00.00	00.00	100.00	100.00



## 6. Problems encountered and Resources Required

- The institution relies on grants from government agencies-UGC, Gujarat Government, when grants are delayed, the system does not work smoothly.
- The delay on the part of the university to sanction courses also breaks the momentum.
- It is not easy to have adequate financial support to run the courses. The college has to search all its pockets to maintain position and has to make extra efforts to seek help from NGOs, individual-political leaders and philanthropists.

## 7. Notes (Optional)

The college makes pre-admission campaigns in the schools of the region to catch talent and good number of the students. It also advertises its courses through TV channels, newspapers and hoardings at crucial junctures in the city.

### Format for Presentation of Practice

#### 1. Title of the Practice:

#### Sports & Cultural Training for Holistic Growth

#### 2. Goal

Along with the goal of academic excellence, the college aims at developing talent of its

students in sports and cultural activities to seek their holistic growth. As in academics, here too, the college strives to provide national & international opportunities to the students and trains them with world class facilities.

### 3. The context

The purpose of education is to develop skilled human resources by increasing capacity of individuals to achieve core competencies in their selected fields. It must create systems to cater to diverse needs of individuals. Keeping in view this goal, the college has developed a network of systems in multi-areas of sports and cultural domain along with academics to provide wider choice to individuals for their versatile & multi-dimensional growth. Ultimately the mission is to give the nation excellent sportspersons & artists and contribute towards building good human resource of the nation.

### 4. The Practice

The college is well known for its sports and cultural activities in the region. It provides good infrastructure and training in various games. The games are as follows:

Athletics	Power lifting
Archery	Weight-lifting
Badminton	Swimming
Cricket	Soft-ball
Mountaineering	Table tennis
Basket-ball	Volley-ball
Base-ball	Wrestling
Hand ball	Yoga
Hockey	Kabbadi
Judo	Kho-kho
Chess	Net-ball
Cycling	

- To impart training the college uses its courts & grounds on the campus as well as on the campus of Saurashtra University Rajkot and also courts and grounds of Municipal Corporation.
- Besides providing indoor & outdoor facilities, the college offers free-ships, scholarships, and other facilities like transports & medical concessions to its players.

- In cultural fields too, the college trains the students in many events of music, theatre, arts, public speaking and quizzing. To provide the students best facilities, it has constructed and developed a huge infrastructure of international standards e.g. Auditorium, Media House, Hi-tech Language and Communication skills lab, Open-Air Theatre and Stadium etc.

## 5. Evidence of Success

Every year a good number of students participate in national and international cultural & sports events and bring laurels to the college.

### Some distinct achievements of last four years:

#### Major Student Achievements (2012-13)

##### 1. Co-curricular & Extracurricular Achievements

###### Sports :

- Following students participated in university and inter-university level:

No.	Game	No. of Players Participated at Dis. Level	No. of Players Participated at Uni. Level	No. of players participated at state level	No of players participated at national level	Achievements
1	Soft Ball	00	13	00	03	Uni. Runners up
2	Table Tennis	04	03	00	00	Dist. Champion
3	Chess	05	02	00	00	Dist. Champion
4	Volley Ball	12	12	03	00	-
5	Kabaddi	00	09	00	00	-
6	Basket Ball	12	00	05	01	Dist. Level Runners Up
7	Kho Kho	00	12	00	01	-
8	Rifle Shooting	00	02	00	00	Uni. Champion

9	Athletics	00	03	00	00	Uni. 400 - 3 <sup>rd</sup> and 5000 - 3 <sup>rd</sup> rank
10	Badminton	03	02	00	01	Uni. Champion
11	Hand Ball	12	12	07	01	Dist. Champion
12	Carrom	04	00	00	00	Dist. Champion
13	Cycling	00	02	00	01	Uni. 5 <sup>th</sup> Rank
14	Mountai- neering	02	00	02	02	Dist., State & National Champion and 4 <sup>th</sup> rank

#### Cultural Achievements:

- Six students of the college stood first in Group Song in the Youth Festival organized in 2012.

#### Major Student Achievements (2013-14)

##### 1. Co-curricular & Extracurricular Achievements

#### Sports:

- Following students participated in university and inter-university level:

No.	Game	No. of Players Participated at Dis. Level	No. of Players Participated at Uni. Level	No. of players participated at state level	No of players participated at national level	Achievements
1	Soft Ball	00	12	00	04	Uni. Runners Up
2	Cross Country	00	02	00	00	-

3	Kho Kho	00	12	00	01	-
4	Power Lifting	00	02	00	00	Uni 2 <sup>nd</sup> and 3 <sup>rd</sup> Rank
5	Weight Lifting	00	02	00	00	Uni 1 <sup>st</sup> and 2 <sup>nd</sup> Rank
6	Athletics	02	00	02	00	Dist. 1500,100,400-1 <sup>st</sup> rank and 3000,800 - 2 <sup>nd</sup> Rank
8	Hand Ball	12	12	09	02	Dist. Champion
9	Cycling	04	02	02	06	Dist. and State Champion and Runners Up Uni. Runners Up and 3 <sup>rd</sup> rank
10	Basket Ball	12	12	08	01	Dist. Champion

### Cultural Achievements:

- Ms. Divya Savlani stood first in Elocution Competiton in the Youth Festival in 2013.

### Major Student Achievements (2014-15)

#### 1. Co-curricular & Extracurricular Achievements

#### Sports:

- Following students participated in university and inter-university level:

No.	Game	No. of Players Participated at Dis. Level	No. of Players Participated at Uni. Level	No. of players participated at state level	No of players participated at national level	Achievements
1	Hand Ball	12	10	05	01	Dist. Runners up
2	Chess	00	02	00	00	-
3	Kho Kho	00	12	00	01	-
4	Basket Ball	12	12	07	01	Dist. Champion
5	Soft Ball	00	12	00	05	Uni. Champion
6	Table Tennis	00	02	00	00	-
7	Athletics	00	03	00	00	-
8	Base Ball	00	00	01	01	-
9	Cycling	03	04	01	02	Dist. and Uni. Champion and 4 <sup>th</sup> Rank

#### Other Achievements:

- Ms. Heena Vaghela stood first in Photography Competition in the Youth Festival.

#### Major Student Achievements (2015-16)

##### 1. Co-curricular & Extracurricular Achievements



**Sports:**

- Following students participated in university and inter-university level:

No.	Game	No. of Players Participated at Dis. Level	No. of Players Participated at Uni. Level	No. of players participated at state level	No of players participated at national level	Achievements
1	Hand Ball	12	12	07	01	Dist. Champion
2	Judo	03	03	03	05	State Level 44,48 and 52 - 1 <sup>st</sup> Rank Uni. Level 44 and 52 1 <sup>st</sup> Rank, 48 – 2 <sup>nd</sup> Rank
3	Kho Kho	00	12	00	01	-
4	Basket Ball	12	12	07	01	Dist. Champion
5	Soft Ball	00	12	00	03	Uni. Runners up
6	Power Lifting	00	02	00	00	Uni. 1 <sup>st</sup> and 3 <sup>rd</sup> Rank
7	Weight Lifting	00	02	00	00	Uni. 1 <sup>st</sup> and 2 <sup>nd</sup> Rank
8	Chess	00	02	00	00	-
9	Badminton	00	02	00	01	Uni. 3 <sup>rd</sup> Rank
10	Karate	00	00	01	01	State 1 <sup>st</sup> and 2 <sup>nd</sup> Rank

**Cultural Achievements:**

- Ms. Shobhna Dangar participated in the Youth Festival and stood first in Halarda Competition.

**Other Achievements:**

- Ms. Sobhna Chavda took part in the Quiz Competition in Youth Festival held in 2015 and stood first.
- Ms Sobhna Chavda also appeared in General Knowledge Test organized by Vikas Vartul Bhavnagar. She obtained the first rank in it.
- In the exam held by SUCEAT, Ms. Sobhna Chavda got the first rant at the college level.
- Ms. Kiran Chavda stood first in the district level examination organized by CCDC Saurashtra University.

**Major Student Achievements (2016-17)****1. Co-curricular & Extracurricular Achievements****Sports:**

- Following students participated in university and inter-university level:

No.	Game	No. of Players Participated at Dis. Level	No. of Players Participated at Uni. Level	No. of players participated at state level	No of players participated at national level	Achievements
1	Karate	00	00	01	00	State 1 <sup>st</sup> Rank
2	Wrestling	00	04	00	01	Uni. 48kg 1 <sup>st</sup> Rank and 53kg 2 <sup>nd</sup> Rank
3	Kho Kho	00	12	00	00	-
4	Basket Ball	00	12	00	00	-

5	Soft Ball	00	12	00	03	Uni. Champion
6	Chess	00	02	00	01	Uni. 4 <sup>th</sup> Rank
7	Weight Lifting	00	01	00	00	Uni. 1 <sup>st</sup> Rank
8	Power Lifting	00	01	00	00	Uni. 2 <sup>nd</sup> Rank
9	Cycling	05	02	03	03	Dist. and State Champion and Runners Up, Uni. Champion, all India 5 <sup>th</sup> Rank
10	Judo	03	04	03	04	State – 44 & 48 kg 1 <sup>st</sup> Rank, 52 kg 3 <sup>rd</sup> Rank, Uni. Level 44,& 48 kg 1 <sup>st</sup> Rank

**Cultural Achievements:**

- Ms Shobhna Dangar participated in the Youth Festival and stood first in Halarda Competition.

**5. Problems encountered & Resources Required**

- College has to manage all the expenditure incurred on the training and providing facilities to the students. It does not get any support from government or state federations and associations on regular basis in some cases.

- It requires regular grant from the state agencies for the smooth conduct of its programmes.

#### **6. Note optional:**

- The college enjoys the rare honour of having the scholars of state and national level in the departments like Arts, Commerce and Computer Science.
- The faculty members of the college are frequently invited as resource persons in their respective fields.
- The college has made tremendous contribution to university sports, by providing excellent players in games like weight lifting, power lifting and cycling.

#### **Best Practice : 1**

##### **1. Title of the Practice :**

#### **English Language Training**

##### **2. Goal**

Along with the goal of academic excellence, the college aims at developing the communication skills among them. In contemporary times of communication and technology, there is a growing demand of communication skills in the industry. As in academics, here too, the college strives to provide opportunities to the students and trains them with world class facilities.

##### **3. The context**

The purpose of education is to develop skilled human resources by increasing capacity of individuals to achieve core competencies in their selected fields. Hence, the college provides good opportunities to the students by way of training them in the field of soft skills. Ultimately the mission is to give the nation excellent candidates to the industry and contribute towards building good human resource of the nation.

##### **4. The Practice**

The English Language Training Center of the college has an affiliation with SCOPE (Society for Creating Opportunities through Proficiency in English). All the courses of

SCOPE are certified by Cambridge ESOL. Hence, the students get the certification of international standard. The centre runs following courses:

- Soft Skills – Basics
- Functional English
- Business English

## **5. Evidence of Success**

Every year a good number of students get enrolled for the above mentioned courses and get the certification of Cambridge ESOL. More than one thousand five hundred students have been trained so far. Ours is acclaimed as the centre having the largest number of enrolment. Moreover, the centre holds the honour of getting 100% result in all exams conducted by Cambridge ESOL.

## **Best Practice: 2**

### **1. Title of the Practice :**

University Exams Papers Collection and Distribution Center.

### **2. Goal**

Saurashtra University Rajkot conducts all university semester exams district wise where in our college has been deputed as University Exams Papers Collection and Distribution Center in Junagadh district. The goal of this center is to conduct the exams of B.Com. B.A., M.A., M.Com., B.C.A., etc in the most peaceful and transparent manner.

### **3. The context**

The college has its own Examination Committee with the Principal as the chair person and the committee conducts all exams semester wise across Junagadh district. The college manages to collect the question papers from the university and distribute the same to all seven colleges in Junagadh city and other six colleges in the remote rural colleges in the district.

### **4. The Practice**

The centre conducts the semester exams of the following programmes:

- B.A.
- B.Com.
- B.C.A.
- M.A.
- M.Com.

### **5. Evidence of Success**

Every year more than 5500 students have been appearing in different exams. Following the suggestions made by our centre, university has made the CCTV camera mandatory in the examination halls. This has improved the quality, accuracy and transparency during exams.

**E: EVALUATIVE REPORTS  
OF  
THE DEPARTMENTS**

**E: Evaluative Reports of the Departments****COMMERCE & ACCOUNTANCY**

1. **Name of the Department :** Accountancy
2. **Year of Establishment :** 1983
3. **Names of Programmes / Courses offered :** UG and PG
4. **Names of Interdisciplinary courses and the Departments/Units involve :** HRM,  
Banking, Business Management
5. **Annual/ semester/choice based credit system  
(programme wise) :** Semester System and  
CBCS in UG and PG
6. **Participation of the department in the  
courses offered by other departments:** Computer Science
7. **Courses in collaboration with other  
Universities, industries, foreign institutions, etc.:** None
8. **Details of courses/programmes  
discontinued (if any) with reasons:** None
9. **Number of Teaching posts**

	<b>Sanctioned</b>	<b>Filled</b>
<b>Professors</b>	00	00
<b>Associate Professors</b>	02	02
<b>Assistant Professors</b>	02	02
<b>Visiting Professors</b>	03	03



**10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Mr. Ramesh Vachhani	M.Com.	Asso. Prof.	Costing	34	00
Mr. Pravin Radadiya	M.Com.	Asso. Prof.	Costing	22	00
Dr. Neeta Dhadhus	M.Com. M.Phil., GSET, Ph.D.	Asst. Prof.	Costing	05	00
Mr. Vanrajgar Aparnathi	M.Com., M. Phil., GSET, NET	Asst. Prof.	Accountancy	04	00
Mrs. Zankhana Bhindora	M.Com. M.B.A.	Visiting Faculty	Finance	17	00
Ms. Kavita Gardhariya	M.Com.	Visiting Faculty	Accountancy	05	00
Ms. Shruti Gotecha	M.B.A.	Visiting Faculty	Finance & Marketing	01	00

**11. List of senior visiting faculty:** 01

**12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:**

18 per week

**13. Student -Teacher Ratio (programme wise):** 212:1

**14. Number of academic support staff (technical)**

**and administrative staff; sanctioned and filled:** NA

**15. Qualifications of teaching faculty with**

**D.Sc/ D.Lit. / Ph.D / MPhil /PG:**

No.	NAME	QUALIFICATIONS
1	Prof. Ramesh Vachhani	M.Com.
2	Prof. Pravin Radadiya	M.Com.
3	Dr. Neeta Dhatus	M.Com. M. Phil., GSET, Ph.D.
4	Prof. Vanrajgar Aparnathi	M.Com., M. Phil., GSET, NET
5	Prof. Zankhna Bhindora	M.Com. M.B.A.
6	Prof. Kavita Gardhariya	M.Com.
7	Prof. Shruti Gotecha	M.B.A.

**16. Number of faculty with ongoing projects from**

**a) National b) International funding agencies and grants received :** Nil

**17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: Nil****18. Research Centre /facility recognized by the University: None****19. Publications per Faculty during last Five years:**

Name of the Faculty	Papers in Journals	Chapters in Books	Books Edited	Books with ISBN
Prof. Ramesh Vachhani	00	00	00	00

Prof. Pravin Radadiya	06	00	00	03
Dr. Neeta Dhadhus	08	01	00	06
Prof. Vanrajgar Aparnathi	06	00	00	00
Prof. Zankhna Bhindora	00	00	00	00
Prof. Kavita Gardhariya	02	00	00	00
Prof. Shruti Gotecha	01	00	00	00
<b>TOTAL</b>	<b>23</b>	<b>01</b>	<b>00</b>	<b>09</b>

**20. Areas of consultancy and income generated:** NIL

**21. Faculty as members in**

**a) National committees:** NIL

**b) International Committees:** NIL

**c) Editorial Boards:** NIL

**22. Student projects**

**a) Percentage of students who have done in-house**

**projects including inter departmental/programme:** 25% students approximately every year

**b) Percentage of students placed for projects in**

**organizations outside the institution i.e.in Research**

**laboratories/Industry/other agencies:** 20% students approximately every year

**23. Awards/ Recognitions received by faculty and students:** NIL

**List of eminent academicians and scientists/ visitors to the department:**

- Following eminent academicians and scholars are regularly invited to the department

No.	NAME OF SCHOLAR	SPECIALIZATION
1	Prof. Dr. Vijay Patel	Accountancy
2	Prof. N. N. Parmar	Business Management
3	Prof. Dr. Urvashiba Zala	Accountancy
4	Prof. Dr. Snehal Kotak	Human Resource Development

#### 24. Seminars/ Conferences/Workshops organized

& the source of funding

a) National: NIL

b) International : NIL

#### 25. Student profile programme/course wise (2014-15):

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			Male	Female	
Semester-I & II	472	472	000	472	77.00
Semester-III & IV	545	545	000	545	47.00
Semester V & VI	504	504	000	504	78.00
M. Com. Sem- I	40	40	000	40	97.50
M. Com. Sem- II	60	58	000	58	82.76

#### 26. Diversity of Students

:

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Bachelor of Commerce	100 %	00	00

#### 27. How many students have cleared national and

state competitive examinations such as NET,

SLET, GATE, Civil services, Defence services, etc.: 04

**28. Student progression**

:

<b>Student progression</b>	<b>Against % enrolled</b>
<b>UG to PG</b>	45
<b>PG to M.Phil.</b>	5
<b>PG to Ph.D.</b>	01
<b>Ph.D. to Post-Doctoral</b>	--
<b>Employed</b>	
• <b>Campus selection</b>	00
• <b>Other than campus recruitment</b>	30
<b>Entrepreneurship/Self-employment</b>	

**29. Details of Infrastructural facilities:**a) **Library : Yes**b) **Internet facilities for Staff & Students : Yes**c) **Class rooms with ICT facility : Yes**d) **Laboratories : Yes (computer lab)****30. Number of students receiving financial**

assistance from college, university,

government or other agencies:

<b>Years</b>	<b>Category</b>	<b>No.of student</b>	<b>Amount in Rs.</b>
2014-15	SC	33	147620
2015-16	SC	52	166900
2014-15	ST	04	20040
2015-16	ST	03	13890
2014-15	OBC	338	1115715
2015-16	OBC	457	1358158

2014-15	PH	01	2500
2015-16	PH	01	2500

**31. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts:**

1. Experts & scholars from around the district are invited to deliver the lectures and chair the sessions in classroom seminars
2. Workshop & Seminars are organized
3. Industrial Visits are conducted

**32. Teaching methods adopted to improve students learning.**

1. One to one students teaching
2. Interactive Learning
3. Group Discussion / Seminars /Quiz /Debate

**33. Participation in Institutional Social Activities Responsibility (ISR) and Extension Activities**

Following activities are held

No.	NAME OF ISR & EXTENSION ACTIVITY
1	Visit to Swabhiman Welfare & Awareness Society
2	Visit to Blind Training Center
3	Distribution of snakes to House of Orphans
4	Fund collection for blind people
5	Blood Donation, Blood Grouping, Thelesemia & other medical Check up Camp
6	Collaborative Social Activities with Blessing Charitable Trust
7	Students Legal Literacy Awareness Programme
8	Voters' Awareness Programme
9	Safai Abhiyan
10	Drug Prohibition Programme
11	Tree Plantation

**SWOC Analysis of the Department and Future Plans****STRENGTH**

- Experienced Profeciency and supported staff
- Examination result ratio is always higher than the university results.
- A well built structure with facility of modern technology.
- Primary goal is to be focused on girl's education and empowerment.
- Students development has been focused by the teachers and teachers development has been focused by the principal

**WEAKNESS**

Sometimes due to overload of students, classroom arrangement has been disturbed.

Inadequate facilities of library for providing study oriented books to each and every students.

**OPPORTUNITIES**

- Job opportunities in finance sector, banking, teaching institutes.
- Inspired for challenging enterprise and to become self-depended
- Scope for C.A., C.S., M.B.A. and further study.

**CHALLENGES**

- Graduates should realize that there is a difference between their too high expectations and reality in the field of due jobs.
- Comparison of students enrollment between science and technology and commerce is not satisfied.

**FUTURE PLANS:**

- To start PG center in Marketing and Finance.

- To organize a campus placement for the graduates and post graduates.
- To organize a national and international level seminar.
- To design and offer new vocational course.



## COMPUTER SCIENCE

1. **Name of the Department:** Computer Science
2. **Year of Establishment:** 1994
3. **Names of Programmes/  
Courses offered (UG, Pg, M. Phil., Ph.D.,  
Integrated Masters: Integrated Ph.D., etc.):** UG(B.C.A.) &  
B.Com.(Computer Science)
4. **Names of interdisciplinary courses and the  
Departments/units involved:** Banking,  
Commerce & Accountancy
5. **Annual/semester/choice based credit system  
(programme wise):** Semester System and CBCS
6. **Participation of the department in the  
Courses offered by the department:** Commerce
7. **Courses in the collaboration with other  
Universities, industries, foreign institution etc.:** None
8. **Details of courses /programmes  
Discontinued (if any) with reasons:** D.C.S. (Because of less strength)
9. **Number of teaching posts:**

	<b>Sanctioned</b>	<b>Filled</b>
Professors	00	00
Associate Professors	00	00
Asst. Professors	11	11

**10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./M.Phil. etc.)**

Teaching Staff						
No	Name	Qualifications	Designation	Specialization	No. of Yr. of Exp.	No. of Ph. D. Stud. Guided by For the last 4 years.
1	Dr. Raksha K. Bathani	B.Sc.(Physics) M.C.A., Ph. D.	Asst. Prof.	RDBMS, OOPS,Web Programming	16	-
2	Dr. Jagruti P. Jadav	B.B.A., D.C.S., P.G.D.C.A., A.D.C.A., M.C.A., Ph.D., LL.B.	Asst. Prof.	RDBMS, Network Security	11	
3	Prof. Sweety R. Dhabaliya	B.E.(I.T.), M.Sc.(IT)	Asst. Prof.	OOPS	10	-
4	Dr. Hiren K. Thakor	B.Sc., P.G.D.C.A., M.C.A., Ph.D.	Asst. Prof.	RDBMS,3D Image visualization	10	
5	Prof. Mayuri M. Rajpara	B.com, P.G.D.C.A., M.Sc.(IT&CA)	Asst. Prof.	RDBMS,Web Programming	07	
6	Prof. Khushboo H. Trivedi	B.A.(English),B. Ed., P.G.D.C.A., M.Sc.(IT&CA)	Asst. Prof.	Web Programming RDBMS	07	
7	Prof. Nisha M.Vyas	B.Sc.(IT&CA), M.Sc.(IT&CA)	Asst. Prof.	Search Engine Optimization	07	
8	Prof. Prashant B. Doshi	B.Com, B.Ed., P.G.D.C.A., M.Sc.(IT&CA)	Asst. Prof.	Web Programming	06	
9	Prof. Jyoti J. Rayja	B.C.A.,	Asst. Prof.	Web	06	

		M.Sc.(IT&CA)		Programming		
10	Prof. Bhavisha M. Viramgama	B.C.A., P.G.D.C.A., M.C.A.	Lecturer	Programming Language	04	
11	Prof. Komal M. Makawana	B.C.A., P.G.D.C.A., M.C.A.	Programmer Lecturer	Programming Language	04	
Non Teaching Staff						
1	Mr. Rajesh M. Makawana	B.E. Computer , M.Sc.(I.T.)	Lab Assistant Sr. Programmer	Networking, Hardware, RDBMS	16	
2	Ms. Vibhuti V. Vala	B.C.A., P.G.D.C.A., M.C.A.	Programmer	Android	05	
3	Ms. Sarika R. Odiya	B.C.A., P.G.D.C.A., M.C.A.	Programmer	C#.net	04	
4	Ms. Jignasha R. Kharecha	B.C.A., M.C.A.	Programmer	PHP	06	
5	Mr. Mukesh R. Bhatt	B.Com., P.G.D.C.A.	Technician	--	11	

**11. List of senior visiting faculty:**

4

**12. Percentage of lectures delivered and**

**Practical classes handled (programmes wise)**

**by temporary faculty:**

None

**13. Student –Teacher Ratio (programmes wise):**

B.C.A. - 29.45:1

B.Com - 182.75:1

**14. Number of academic support staff (technical)**

**And administrative staff; sanctioned and filled:** Not applicable

**15. Qualifications of teaching faculty with D.sc./D.Litt./Ph.D./M.Phil./PG etc.,**

Teaching Staff						
No	Name	Qualification-tions	Designa-tion	Specializa-tion	No. of Yr. of Exp.	No. of Ph. D. Stud. Guide d by For the last 4 years.
1	Dr. Raksha K. Bathani	B.Sc.(Physics) M.C.A., Ph.D.	Asst. Prof.	RDBMS, OOPS, Web Programming	16	-
2	Dr. Jagruti P. Jadav	B.B.A., D.C.S., P.G.D.C.A., A.D.C.A., M.C.A., Ph.D., LL.B.	Asst. Prof.	RDBMS, Network Security	11	
3	Prof. Sweety R. Dhabaliya	B.E.(I.T.), M.Sc.(IT)	Asst. Prof.	OOPS	10	-
4	Dr. Hiren K. Thakor	B.Sc., P.G.D.C.A., M.C.A., Ph.D.	Asst. Prof.	RDBMS, 3D Image visualization	10	
5	Prof. Mayuri M. Rajpara	B.com, P.G.D.C.A., M.Sc.(IT&CA)	Asst. Prof.	RDBMS, Web Programming	7	
6	Prof. Khushboo H. Trivedi	B.A.(English), B.Ed., P.G.D.C.A., M.Sc.(IT&CA)	Asst. Prof.	Web Programming RDBMS	7	
7	Prof. Nisha M. Vyas	B.Sc.(IT&CA), M.Sc.(IT&CA)	Asst. Prof.	Search Engine Optimization	7	

8	Prof. Prashant B. Doshi	B.Com, B.Ed., P.G.D.C.A., M.Sc.(IT&CA)	Asst. Prof.	Web Programming	6	
9	Prof. Jyoti J. Rayja	B.C.A., M.Sc.(IT&CA)	Asst. Prof.	Web Programming	6	
10	Prof. Bhavisha M. Viramgama	B.C.A., P.G.D.C.A., M.C.A.	Lecturer	Programming Language	4 5	
11	Prof. Komal M. Makawana	B.C.A., P.G.D.C.A., M.C.A.	Programmer Lecturer	Programming Language	3.5 6	
Non Teaching Staff						
1	Mr. Rajesh M. Makawana	B.E. Computer , M.Sc.(I.T.)	Lab Assistant Sr. Programmer	Networking, Hardware, RDBMS	16	
2	Ms. Vibhuti V. Vala	B.C.A., P.G.D.C.A., M.C.A.	Programmer	Android	05	
3	Ms. Sarika R. Odiya	B.C.A., P.G.D.C.A., M.C.A.	Programmer	C#.net	04	
4	Ms. Jignasha R. Kharecha	B.C.A., M.C.A.	Programmer	PHP	06	
5	Mr. Mukesh R. Bhatt	B.Com., P.G.D.C.A.	Technician	--	11	

**16. Number of faculty with ongoing projects from**

**a) National b) international funding**

**Agencies and grants received:**

None

**17. Departmental projects funded by**

**DST-FIST; UGC, DBT, ICSSR,**

**etc. and total grants received:**

NIL

**18. Research Center / Facility Recognized by****the University:**

None

**19. Publications per faculty during last five years:**

<b>Name of the Faculty</b>	<b>Papers in journals</b>	<b>Chapters in Books</b>	<b>Books Edited</b>	<b>Books with ISBN</b>
Dr.Raksha K. Bathani	04	00	00	06
Dr. Jagruti P. Jadav	07	00	00	01
Dr.Hiren K. Thakor	04	00	00	00
Prof. Sweety Dhabeliya	02	00	00	00
Prof. Mayuri Rajpara	02	00	00	00
Prof. Khushbu Trivedi	01	00	00	00
Prof. Prshanat Doshi	01	00	00	00
Prof.Bhavisha Viramgama	02	00	00	00
Shri Vibhuti vala	01	00	00	00
Shri Komal Makwana	01	00	00	00
<b>Total</b>	<b>25</b>	<b>00</b>	<b>00</b>	<b>00</b>

**20. Areas of consultancy and income generated:** NIL**21. Faculty as members in**

- a) **National committees:** NIL
- b) **International Committees:** NIL
- c) **Editorial Boards:** NIL

**22. Student projects**

- a) **Percentage of students who have done in-house projects Including inter departmental/ programme :** B.C.A. sem 5 & sem 6 students
- Involved in In-House Projects every year

**b) Percentage of students placed for projects in  
Organizations outside the institution i.e. Research**

**Laboratories/ Industry/other agencies:** NIL

**23. Awards/ Recognitions received by**

**Faculty and students:** Karena Aarti (2015-16)  
(Saurashtra Uni. 7<sup>th</sup> Rank)

**24. List of eminent academicians and scientists/visitors to the department :**

**Following eminent academicians and scholars are regularly invited to the department**

NO	Name of scholar	Specialization
1	Dr. Nirav Bhatt (R.K. Uni. - Rajkot)	Android, I-Phone
2	Prof. Dishek Mankad (P.K.M.Tech - Junagadh)	Mongo Db

**25. Seminars/ Conference/ Workshops organized & the source of funding.**

**a) National:** NIL

**b) International:** NIL

**26. Students profile programme/course wise(2014-15):**

Name of the Coerces/Programme (refer question no. 4)	Applications Received	Selected	Enrolled Students	Pass percentage
B.C.A. Sem.- 1	120	120	120	95.00%
B.C.A. Sem.- 3	91	91	91	91.81%
B.C.A. Sem.- 5	113	113	113	99.12%

**27. Diversity of students:**

Name of the course	% of students from the same state	% of students from other States	% of students from abroad
B.C.A.	100%	00	00
B.Com.	100%	00	00

**28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, CIVIL Services, Defense Services, etc.? : 5**

**29. Students progression**

Students progression	Against % enrolled
UG to PG	70
PG to M. Phil.	-
PG to Ph. D.	-
Ph. D. to Post-Doctoral	-

Students Progression	Against % enrolled
<b>Employed</b>	
• Campus selection	: NIL
• Other than campus recruitment	: 30%
<b>Entrepreneurship/Self-employment</b>	NIL

**Details of Infrastructural facilities:**

- a) **Library:** Yes
- b) **Internet facilities for staff & students:** Yes
- c) **Class rooms with ICT facility:** Yes
- d) **Laboratories with LAN:** Yes



**30. Number of students receiving financial**

Assistance from college, university,

Government or other agencies:

Department wise information  
not available

<b>Years</b>	<b>category</b>	<b>No.of student</b>	<b>Amount in Rs.</b>
2014-15	SC	03	60430
2015-16	SC	04	77760
2014-15	ST	01	20040
2015-16	ST	02	37580
2014-15	OBC	02	7992
2015-16	OBC	10	50017
2014-15	PH	01	2500
2015-16	PH	00	00

**31. Details on students enrichment programmes**

(Special lectures/ workshop/ seminar)

**With external experts:**

1. Experts & Scholars from around the district are invited to deliver lectures and chair the sessions in classroom seminars
2. Workshop & Seminars are organized
3. Industrial Visits
4. Hardware Exhibition
5. Poster Presentation
6. Elocution Competition

**32. Teaching methods adopted to improve****Students learning**

1. One to one students teaching
2. Interactive Learning,  
Case Study
3. Group Discussion / Seminar

**33. Participation in institutional social activities responsibility (ISR) and Extension Activities.**

Following activities are held:

No.	Name of ISR & Extension Activity
1	NSS Camp
2	Safai Abhiyan

**SWOC analysis of the department and future plans****STRENGTH**

- ICT enabled computer labs
- Practical training
- Separate classes for slow learners
- IIT Bombay spoken tutorial programme for students and staff
- Provide job placements by TCS Ignite

**WEAKNESS**

- Fluency of English is poor in students.

**OPPORTUNITIES**

- Job opportunities in corporate sectors
- Scope for M.C.A., B.SC. I.T., M.SC. I.T.

**CHALLENGES**

- Tough competition for getting due jobs.
- To increase the strength of students.

**FUTURE PLANS**

- To organize national level seminar.
- To design and offer new vocational courses.
- To start PG courses like M.Sc. I.T. & P.G.D.C.A
- To start UG courses like B.Sc. IT.

**ENGLISH**

1. **Name of the department** : English
2. **Year of Establishment** : 2012
3. **Names of Programmes / Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):** Under Graduate
4. **Names of Interdisciplinary courses and the departments/units involved:** Arts, Commerce and BCA
5. **Annual/ semester/choice based credit system (programme wise) :** UG (Semester System and CBCS)
6. **Participation of the department in the courses offered by other departments:** Psychology, Gujarati, Sociology, Economics, Sanskrit
7. **Courses in collaboration with other universities, industries, foreign institutions, etc. :** SCOPE/Tally
8. **Details of courses/programmes Discontinued (if any) with reasons:** None

**9. Number of Teaching posts:**

	<b>Sanctioned</b>	<b>Filled</b>
<b>Professors</b>	00	00
<b>Associate Professors</b>	00	00
<b>Asst. Professors</b>	02	01

**10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Prof. Khyati Dodiya	M.A.,GSET, Ph.D. (pursuing)	Asst. Prof.	English Literature	1.5 years	0
Prof.Maitri Jani	M.A.	Visiting Faculty	English Literature	05 years	0
Prof. Ranjan Pandya	M.A.	Visiting Faculty	Indian Writing in English	05 years	0
Prof.Anu Parekh	M.A.	Visiting Faculty	English Literature	04 years	0

**11. List of senior visiting faculty** : None

**12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty** : 18 lectures per week

**13. Student -Teacher Ratio (programme wise)** : 1 : 26

**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled** : Not applicable

**15. Qualifications of teaching faculty with D.Sc./ D.Litt./ Ph.D./ MPhil./PG.** : Ph.D.(01), M. Phil.(02)

No.	NAME	QUALIFICATIONS
1	Prof. Khyati Dodiya	M.A., GSET, Ph.D. (pursuing).
2	Prof. Maitri Jani	M.A.
3	Prof. Ranjan Pandya	M.A.
4	Prof. Anu Parekh	M.A.

**16. Number of faculty with ongoing projects from****a) National b) International funding****agencies and grants received : NIL****17. Departmental projects funded by****DST-FIST, UGC, DBT, ICSSR,****etc. and total grants received : NIL****18. Research Centre /facility recognized by the University: None****19. Publications per Faculty during last Five years:**

Name of the Faculty	Papers in Journals	Chapters in Books	Books Edited	Books with ISBN
Prof. Khyati Dodiya	03	00	00	00
Prof. Maitri Jani	01	00	00	00
Prof. Ranjan Pandya	02	00	06	00
Prof. Anu Parekh	01	00	00	00
<b>Total</b>	<b>07</b>	<b>00</b>	<b>06</b>	<b>00</b>

**20. Areas of consultancy and income generated: English Language Lab****21. Faculty as members in****a) National committees: NIL****b) International Committees: NIL****c) Editorial Boards: NIL****22. Student projects****a) Percentage of students who have done in-house projects including inter departmental/programme : NIL****b) Percentage of students placed for projects in organizations****outside the institution i.e.in Research laboratories/****Industry/other agencies: NIL****Awards/ Recognitions received by faculty and students: NIL**

**23. List of eminent academicians and Scientists/ visitors to the department :**

No.	NAME OF SCHOLAR	SPECIALIZATION
1	Prof. Dr. Jaydeepsinh Dodia	Indian Writing in English
2	Prof. Dr. Ketan Vyas	Phonetics
3	Prof. Dr. Dilip Barad	English Literature

**24. Seminars/Conferences/Workshops organized & the source of funding**

**a) National: NIL    b) International: NIL**

**25. Student profile programme/course wise (2014-15):**

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			Male	Female	
Semester-I & II	48	48	-	48	
Semester-III & IV	38	38	-	38	
Semester V & VI	45	45	-	45	

**26. Diversity of Students**

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Bachelor of Arts	100 %	00	00

**27. How many students have cleared national and**

**State competitive examinations such as NET,**

**SLET, GATE, Civil services, Defence services, etc.?: 23**

**28. Student progression**

Student progression	Against % enrolled
UG to PG	45
PG to M.Phil.	--
PG to Ph.D.	--
Ph.D. to Post-Doctoral	--

Student progression	Against % enrolled
Employed	
<ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	
Entrepreneurship/Self-employment	

## 29. Details of Infrastructural facilities:

- a) Library : **Yes**
- b) Internet facilities for Staff & Students : **Yes**
- c) Class rooms with ICT facility: **Yes**
- d) Laboratories: **Yes (English language)**

## 30. Number of students receiving financial

assistance from college, university,

government or other agencies:

**Note : The below information is common for all arts departments.**

Years	category	No.of student	Amount in Rs.
2014-15	SC	52	250540
2015-16	SC	52	168525
2014-15	ST	04	21240
2015-16	ST	03	12290
2014-15	OBC	127	419345
2015-16	OBC	140	420764
2014-15	PH	02	5000
2015-16	PH	01	2500



**31. Details on student enrichment programmes****(special lectures / workshops / seminar)****with external experts:**

Experts & scholars from around the district are invited to deliver lectures and chair the sessions in classroom seminars

**32. Teaching methods adopted to improve :****student learning**

1. Lecturing & distributing notes
2. ICT Enabled Teaching
3. Movie, Drama, and Debate
4. Interactive Learning
5. Group Discussion / Seminars / Quiz

**33. Participation in Institutional Social Responsibility (ISR) and Extension Activities**

No.	NAME OF ISR & EXTENSION ACTIVITY
1	Literacy Programme
2	Celebration of English Awareness Week
3	Women Empowerment Programme
4	Safai Abhiyan

**SWOC analysis of the department and Future plans****STRENGTH**

- Extra classes are being held for slow learners.
- Apart from teaching, the teachers assist the college administration a lot.

- Skill oriented courses are offered like SCOPE/DELL
- Helping hand for all the staff members
- Research has been emphasized

#### **WEAKNESS**

- Students are very poor in basic knowledge of English
- English is not offered as Core Compulsory subject.
- Fear of learning a foreign language can cease students' development.

#### **OPPORTUNITIES**

- More skill oriented courses can be offered.
- Knowledge of English can be helped in competitive examination.
- Provides background for students who want to study international courses.
- It is a world language which can be useful in internet learning.

#### **CHALLENGES**

- To make student understand the importance of English in today's scenario because most of them are coming from rural background.
- Without having basic knowledge it is very difficult to lead them in the field of literature.
- Well qualified teachers in English are hard to get.

#### **FUTURE PLANS:**

- To enrich the central library with the latest books & journals of English.
- To train the staff with basic English Language Skills..
- To encourage students and non teaching staff about use of ICT.

**GUJARATI**

1. **Name of the department:** Gujarati
2. **Year of Establishment:** 1983
3. **Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):** Under Graduate
4. **Names of Interdisciplinary courses and the departments/units involved:** NIL
5. **Annual/ semester/choice based credit system (programme wise) :** Semester System and CBCS
6. **Participation of the department in the courses offered by other departments:** Psychology, Sociology, Economics, Hindi
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.:** None
8. **Details of courses/programmes discontinued (if any) with reasons:** None
9. **Number of Teaching posts:**

	<b>Sanctioned</b>	<b>Filled</b>
Professors	00	00
Associate Professors	02	02
Asst. Professors	00	00

**10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)**

Sr. No.	Name	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
1.	Dr. R. A. Sagathiya	Asso. professor	Santwani	26	0
2.	Dr. R. M. Gunjariya	Asso. Professor	Jawerchand Meghani na sarjanatmak sahityama nari nirupan	26	0

**11. List of senior visiting faculty:** None

**12. Percentage of lectures delivered and practical classes handled(programme wise)**

**by temporary faculty:** 18 lectures per week

**13. Student -Teacher Ratio (programme wise):** 30:1

**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled:** Not applicable

**15. Qualifications of teaching faculty with D.Sc./ D.Litt./ Ph.D./ M.Phil./P.G.:**

No.	NAME	QUALIFICATIONS
1	Prof. Dr. R. A. Sagathiya	M.A., Ph.D.
2	Prof. Dr. R. M. Gunjariya	M.A., B.Ed., Ph.D.

**16. Number of faculty with ongoing projects from:** NIL

**a) National**

**b) International funding**

**agencies and grants received: Applied for Minor Research Project**

No.	NAME	RESEARCH PROJECT
1	Dr.R.A. Sagathiya	Santwani ma manavmulyo
2.	Dr.R.M. Gunjariya	Bhaktisahityma manavmulyo

**17. Departmental projects funded by DST-FIST;**

**UGC, DBT, ICSSR, etc. and total grants received:** NIL

**18. Research Centre /facility recognized by the University:** NIL

**19. Publications per Faculty during last Five years:**

Name of the Faculty	Papers in Journals	Chapters in Books	Books Edited	Books with ISBN
Dr. R. A. Sagathiya	07	00	01	05
Dr. R. M. Gunjariya	07	00	-	03
<b>Total</b>	<b>14</b>	<b>00</b>	<b>01</b>	<b>08</b>

**20. Areas of consultancy and income generated:** NIL

**21. Faculty as members in**

**a) National committees:** NIL

**b) International Committees:** NIL

**c) Editorial Boards:** NIL

**22. Student projects**

**a) Percentage of students who have done in-house**

**projects including inter departmental/programme: 15%**

**b) Percentage of students placed for projects in organizations**

**outside the institution i.e.in Research laboratories/**

**Industry/other agencies: 15%**

**23. Awards/ Recognitions received by faculty and students :**

Ms. Leena Patodiya stood second in the Essay Writing at State Level

**24. List of eminent academicians and****scientists/ visitors to the department:****Dr. Labhshankar Purohit & Dr.  
Kishorbhai Dave**

No.	NAME OF SCHOLAR	SPECIALIZATION
1	Dr. Nathalal Gohil	Thoughts of Gandhiji
2.	Poet Govind Gadhvi	Kavi ni kefiyat
2	Prof. Jayant Koradiya	Gazal Form
4.	Dr. Naresh Magara	Loksahitya
5.	Dr. Chetna Paneri	Meghani: Life and Literature

**25. Seminars/ Conferences/Workshops organized****& the source of funding****a) National:**

NIL

**b) International:**

NIL

**26. Student profile programme/course wise (2014-15):**

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			Male	Female	
Semester-I & II	19	19	-	19	100
Semester-III & IV	31	31	-	31	100
Semester V & VI	22	22	-	22	100

**27. Diversity of Students**

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Bachelor of Arts	100 %	00	00

**28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.?:** **00**

**29. Student progression**

<b>Student progression</b>	<b>Against % enrolled</b>
UG to PG	70
PG to M.Phil.	--
PG to Ph.D.	--
Ph.D. to Post-Doctoral	--
Employed	
<ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	
Entrepreneurship/Self-employment	

**Details of Infrastructural facilities:**a) **Library : yes**b) **Internet facilities for Staff & Students : yes**c) **Class rooms with ICT facility : yes****30. Number of students receiving financial****assistance from college, university,****government or other agencies:**

This information is same as given by English department.

**31. Details on student enrichment programmes****(special lectures / workshops / seminar)****with external experts:**

Experts &amp; scholars from around the district are invited to deliver lectures and chair the sessions in classroom seminars.

**32. Teaching methods adopted to improve :****student learning**

1. Lecturing &amp; distributing notes

2. Interactive Learning

3. Group Discussion/Seminars/Quiz

**33. Participation in Institutional Social Activities Responsibility (ISR) and Extension**

Following activities are held

No.	NAME OF ISR & EXTENSION ACTIVITY
1	Classroom cleaning
2	Social services like NSS activities
3	Blood Donation

**SWOC analysis of the department and Future plans****STRENGTH**

- Students are motivated towards research.

**WEAKNESS**

- Students tend to choose other subjects than Gujarati.
- Less number of students opt for Gujarati as their main subject.
- Students are not well versed with technology.

**OPPORTUNITIES**

- Teaching in high schools and colleges.
- Help to shape their career in folk literature.

**CHALLENGES**

- Less job opportunities.
- Five other colleges in Junagadh city offer the same subject at UG level.

**FUTURE PLANS:**

- To enrich the central library with the latest books & journals of Gujarati.



- To organize a state level seminar.
- We plan to establish Gujarati Sahitya Forum.
- To encourage students about use of ICT.

**HINDI**

1. **Name of the department:** Hindi
2. **Year of Establishment:** 1983
3. **Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):** Under Graduate
4. **Names of Interdisciplinary courses and the departments/units involved:** English, Gujarati, Sanskrit
5. **Annual/ semester/choice based credit system (programme wise):** Semester System and CBCS
6. **Participation of the department in the courses offered by other departments:** English, Gujarati, Sanskrit
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.:** None
8. **Details of courses/programmes discontinued (if any) with reasons:** None
9. **Number of Teaching posts:**

	<b>Sanctioned</b>	<b>Filled</b>
Professors	00	00
Associate Professors	01	01
Asst. Professors	00	00

**10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Prof. N.A. Desai	M.A.	Asso.Prof.& Head	Hindi Poetry	26 years	00

**11. List of senior visiting faculty** : None

**12. Percentage of lectures delivered and practical classes**

**handled(programme wise) by temporary faculty** : 21 lectures per week

**13. Student -Teacher Ratio (programme wise)** : 80:1

**14. Number of academic support staff (technical)**

**and administrative staff; sanctioned and filled** : Not applicable

**15. Qualifications of teaching faculty with D.Sc/ D.Litt/ Ph.D/ MPhil/PG. :**

No.	NAME	QUALIFICATIONS
1	Prof. N. A. Desai	M.A.

**16. Number of faculty with ongoing projects from**

**a) National b) International funding**

**agencies and grants received:** N/A

**17. Departmental projects funded by DST-FIST,**

**UGC, DBT, ICSSR, etc. and total grants received:** NIL

**18. Research Centre /facility recognized by the University:** Yes

**19. Publications per Faculty during last Five years:** No

**20. Areas of consultancy and income generated:** NIL

**21. Faculty as members in**

- a) National committees: No
- b) International Committees: No
- c) Editorial Boards: No

**22. Student projects****a) Percentage of students who have done in-house projects**

including inter departmental/programme: NIL

**b) Percentage of students placed for projects in organizations**

outside the institution i.e.in Research laboratories/Industry/

other agencies: NIL

- 23. Awards/ Recognitions received by faculty :** Secretary, SMES Library,  
and students Junagadh

**24. List of eminent academicians and**

scientists/ visitors to the department: NIL

**25. Seminars/ Conferences/Workshops organized & the source of funding**

- a) National: NIL                      b) International: NIL

**26. Student profile programme/course wise (2014-15):**

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			Male	Female	
Semester-I & II	46	46	-	46	100
Semester-III & IV	NA	NA	-	NA	NA
Semester V & VI	NA	NA		NA	NA

**27. Diversity of Students**

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Bachelor of Arts	100 %	00	00

**28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.? : 06**

**29. Student progression**

<b>Student progression</b>	<b>Against % enrolled</b>
UG to PG	10
PG to M.Phil.	--
PG to Ph.D.	--
Ph.D. to Post-Doctoral	--
Employed <ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	
Entrepreneurship/Self-employment	

**30. Details of Infrastructural facilities**

a) **Library : yes**

b) **Internet facilities for Staff & Students : Yes**

c) **Class rooms with ICT facility : Yes**

**31. Number of students receiving financial**

**assistance from college, university,**

**government or other agencies:** This information is same as given by English department.

**32. Details on student enrichment programmes**

**(special lectures / workshops / seminar)**

**with external experts:**

1.Experts & scholars from

around the district are invited

to deliver lectures and chair

the sessions in classroom

seminars

2. Workshop & Seminars are

organized

**33. Teaching methods adopted to improve :  
student learning**

1. One to one students teaching

2. Interactive Learning

3. Group Discussion / Seminars /

Quiz

**34. Participation in Institutional Social Activities Responsibility (ISR) and Extension:**

Following activities are held

No.	NAME OF ISR & EXTENSION ACTIVITY
1	Blood Donation Camp
2	Celebration of Hindu Divas
3	Women Empowerment Programme
4	Safai Abhiyan

**SWOC analysis of the department and Future plans**

**STRENGTH**

- Faculty development has been focused.

- Students are motivated towards research

**WEAKNESS**

- Students tend to choose other subjects than Hindi .
- Less number of students opt for Hindi as their main subject.
- Students are not well versed with technology.

**OPPORTUNITIES**

- Teaching in high schools and colleges.

**CHALLENGES**

- Less job opportunities.
- To maintain strength of students.

**FUTURE PLANS:**

- To increase the strength of students.
- To organize a state level seminar.
- To establish Hindi Sahitya Forum
- To encourage students to learn the uses of technology

**SANSKRIT**

1. **Name of the department:** Sanskrit
2. **Year of Establishment:** 1983
3. **Names of Programmes / Courses offered**  
(UG, PG, M.Phil., Ph.D., Integrated Masters, Integrated Ph.D., etc.): Under Graduate (Compulsory)
4. **Names of Interdisciplinary courses and the Departments /units involved:** NA
5. **Annual/ semester/choice based credit system (Programme wise) :** Semester System and CBCS
6. **Participation of the department in the courses offered by other departments :** NA
7. **Courses in collaboration with other universities, industries, foreign institutions, etc. :** None
8. **Details of courses/programmes discontinued (if any) with reasons :** None
9. **Number of Teaching posts :**

	<b>Sanctioned</b>	<b>Filled</b>
Professors	00	00
Associate Professors	00	00
Asst. Professors	01	01



**10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Prof. Dr. Jyotiben Bhatt	M.A, Ph.D.	Asst. Professor	Sanskrit Literature	20	-

**11. List of senior visiting faculty:** None

**12. Percentage of lectures delivered and practical classes**

**handled(programme wise) by temporary faculty:** 9 lectures per week

**13. Student -Teacher Ratio (programme wise):** 294:1

**14. Number of academic support staff (technical)**

**and administrative staff; sanctioned and filled:** Not applicable

**15. Qualifications of teaching faculty with D.Sc./ D.Litt./ Ph.D./ MPhil./PG. :**

No.	NAME	QUALIFICATIONS
1	Prof. Dr. Jyotiben Bhatt	M.A, Ph. D.

**16. Number of faculty with ongoing projects from**

**a) National b) International funding**

**agencies and grants received :** NIL

**17. Departmental projects funded by DST-FIST, UGC, DBT, ICSSR, etc. and total grants received :** NIL

**18. Research Centre /facility recognized by the University:** NIL

**19. Publications per Faculty during last Five years:**

Name of the Faculty	Papers in Journals	Chapters in Books	Books Edited	Books with ISBN
Dr. Jyotiben Bhatt	05	03	03	03
<b>Total</b>	<b>05</b>	<b>03</b>	<b>03</b>	<b>03</b>

20. Areas of consultancy and income generated: NIL

21. Faculty as members in

a) National committees: NIL

b) International Committees: NIL

c) Editorial Boards: NIL

22. Student projects

a) Percentage of students who have done in-house projects

including inter departmental/programme: NIL

b) Percentage of students placed for projects in organizations

outside the institution i.e.in Research

laboratories/Industry/other agencies: NIL

23. Awards/ Recognitions received by faculty and students: NIL

24. List of eminent academicians and scientists/ visitors to the department

Following eminent academicians and scholars are regularly invited to the department.

25. Seminars/ Conferences/Workshops organized & the source of funding

a)National: NIL

b)International:

NIL

26. Student profile programme/course wise (2016-17):

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			Male	Female	
Semester-I & II	185	145	-	145	95
Semester-III & IV	NA	NA	-	NA	NA
Semester V & VI	NA	NA	-	NA	NA

**27. Diversity of Students**

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Bachelor of Arts	100 %	00	00

**28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.? : 11**

**29. Student progression**

Student progression	Against % enrolled
UG to PG	NA
PG to M.Phil.	--
PG to Ph.D.	--
Ph.D. to Post-Doctoral	--
Employed	NA
• Campus selection	
• Other than campus recruitment	
Entrepreneurship/Self-employment	

**30. Details of Infrastructural facilities :**

a) **Library : yes**

b) **Internet facilities for Staff & Students : yes**

c) **Class rooms with ICT facility : yes**

**31. Number of students receiving financial**

**assistance from college, university,**

**government or other agencies:**

This information is same as given by English department.

**32. Details on student enrichment programmes****(special lectures / workshops / seminar)****with external experts:**

Experts & scholars from around the district are invited to deliver lectures and chair the sessions in classroom seminars

**33. Teaching methods adopted to improve:****student learning**

1. Lecturing & distributing notes
2. Interactive Learning
3. Group Discussion / Seminars / Quiz

**34. Participation in Institutional Social Responsibility (ISR) and Extension Activities**

No.	NAME OF ISR & EXTENSION ACTIVITY
1	Janchetna Shibir
2	Celebration of Kalidas Jayanti
3	Celebration of Gita Jayanti
4	Safai Abhiyan

**SWOC analysis of the department and Future plans****STRENGTH**

- Extra classes are being held for slow learners.
- Students are trained to speak in Sanskrit language.
- Students are motivated towards research.

**WEAKNESS**

- Students tend to choose other subjects than Sanskrit.

- Less number of students opt for Sanskrit as their main subject.

**OPPORTUNITIES**

- Teaching in high schools and colleges.
- As a sanskrit news reader

**CHALLENGES**

- To make student understand the importance of Sanskrit in recent scenario.
- To make student critic.
- Less job opportunities.

**FUTURE PLANS:**

- To enrich the central library with the latest books & journals related to sanskrit.
- We plan to organize a district level Sanskrit Sambhashan Shibir next year.
- We plan to establish a Sanskrit Kendra.
- To encourage students about use of ICT.

**PSYCHOLOGY**

1. **Name of the department** : Psychology
2. **Year of Establishment** : 1983
3. **Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters, Integrated Ph.D., etc.)** : Under Graduate
4. **Names of Interdisciplinary courses and the Departments/units involved** : English & Sociology
5. **Annual/ semester/choice based credit system (programme wise)** : Semester System and CBCS
6. **Participation of the department in the courses offered by other departments** : English & Sociology
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.** : None
8. **Details of courses/programmes discontinued (if any) with reasons** : None
9. **Number of Teaching posts** :

	<b>Sanctioned</b>	<b>Filled</b>
<b>Professors</b>	00	00
<b>Associate Professors</b>	01	01
<b>Asst. Professors</b>	01	00

**10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr.D.A.Dadhania	M.A., M.Phil, Ph.D.	Principal	Psychology	24	11
Prof. Ami Benani	M.A , Ph.D. (persuing)	Visiting lecturer	Psychology	04	00

**11. List of senior visiting faculty** : None

**12. Percentage of lectures delivered and**

**practical classes handled(programme wise)**

**by temporary faculty** : 18 lectures per week

**13. Student -Teacher Ratio (programme wise)** : 100 : 1

**14. Number of academic support staff (technical)**

**and administrative staff; sanctioned and filled** : Not applicable

**15. Qualifications of teaching faculty with**

**D.Sc./ D.Litt./ Ph.D./ MPhil./PG.** :

No.	NAME	QUALIFICATIONS
1	Dr.Dinesh Dadhania	M.A., M.phil, Ph.D.
2	Prof. Ami Benani	M.A, Ph.D.(persuing)

**16. Number of faculty with ongoing projects from**

**a) National b) International funding**

**agencies and grants received** :One Minor Research Project

No.	NAME	RESEARCH PROJECT
1	Dr. Dinesh Dadhanian	A Psychological study of suicidal Tendency found among students of H.S.C.

**17. Departmental projects funded by DST-FIST; UGC,**

**DBT, ICSSR, etc. and total grants received :** NIL

**18. Research Centre /facility recognized by the University :** NIL

**19. Publications per Faculty during last Five years:**

Name of the Faculty	Papers in Journals	Chapters in Books	Books Edited	Books with ISBN
Dr.Dinesh Dadhaniya	14	00	03	15
Prof. Ami Benani	05	00	00	
<b>Total</b>	<b>19</b>	<b>00</b>	<b>00</b>	<b>15</b>

**20. Areas of consultancy and income generated :** Mental Health Center

No.	NAME	CONSULTANCY
1	Dr. Dinesh Dadhanian	Approved by UGC

**21. Faculty as members in**

**a) National committees:** NIL

**b) International Committees:** NIL

**c) Editorial Boards....** Yes

**22. Student projects**

**a) Percentage of students who have done in-house projects**

**including inter departmental/programme :** One

**b) Percentage of students placed for projects in organizations**

**outside the institution i.e.in Research laboratories/**

**Industry/other agencies :** Two

**23. Awards/ Recognitions received by faculty and students:** NIL



**24. List of eminent academicians and****scientists/ visitors to the department****: Dr. Ramesh Rambhve,****Dr. Rajesh Kumar**

No.	NAME OF SCHOLAR	SPECIALIZATION
1	Dr. Ramesh Rambhva	Mental Disorders
2	Dr. Rajesh Kumar	Child Psychology

**25. Seminars/ Conferences/Workshops organized****& the source of funding****a)National: Two****b)International: NIL****26. Student profile programme/course wise (2014-15):**

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			Male	Female	
Semester-I & II	105 (EL-2)	105(EL-2)	-	105	96
Semester-III & IV	107(EL-2)	107(EL-2)	-	107	90
Semester V & VI	NA	NA	NA	NA	NA

**27. Diversity of Students**

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Bachelor of Arts	100 %	00	00

**28. How many students have cleared national and****state competitive examinations such as NET,****SLET, GATE, Civil services, Defence services, etc.? : 15**

**29. Student progression**

<b>Student progression</b>	<b>Against % enrolled</b>
UG to PG	70
PG to M.Phil.	--
PG to Ph.D.	--
Ph.D. to Post-Doctoral	--
Employed <ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	
Entrepreneurship/Self-employment	

**30. Details of Infrastructural facilities**

a) **Library : yes**

b) **Internet facilities for Staff & Students : yes**

c) **Class rooms with ICT facility : yes**

d) **Laboratories : yes**

**31. Number of students receiving financial**

**assistance from college, university,**

**government or other agencies :**

This information is same as given by English department.

**32. Details on student enrichment programmes**

**(special lectures / workshops / seminar)**

**with external experts :**

Experts & scholars from around the district are invited to deliver lectures and chair the sessions in classroom seminars

- 33. Teaching methods adopted to improve:**
- student learning**
1. Lecturing & distributing notes
  2. Interactive Learning
  3. Group Discussion / Seminars / Quiz
  4. Practicals
  5. Exhibition

**34. Participation in Institutional Social Responsibility (ISR) and Extension Activities**

Following activities are held

No.	NAME OF ISR & EXTENSION ACTIVITY
1	Visit to Mental Health Center
2	Mental Retired Center
3	Visit of Industries
4	Safai Abhiyan

**SWOC analysis of the department and Future plans**

**STRENGTH**

- Extra classes are being held for slow learners.
- Students are motivated towards research

**WEAKNESS**

- Students tend to choose other subjects than Psychology.
- As most of the students belong to rural areas, they do not get frequent transport facilities.

**OPPORTUNITIES**

- Teaching in high schools and colleges.

**CHALLENGES**

- Two other colleges offer Psychology as main subject. Hence we have to compete with them.
- Less job opportunities.

**FUTURE PLANS:**

- To enrich the central library with the latest books & journals of Psychology.
- We plan to organize an international seminar next year.
- To encourage students about use of ICT.

**SOCIOLOGY**

1. **Name of the department** :Sociology
2. **Year of Establishment** : 1983
3. **Names of Programmes / Courses offered**  
(UG, PG, M.Phil., Ph.D., Integrated Masters;  
Integrated Ph.D., etc.) : Under Graduate
4. **Names of Interdisciplinary courses and the departments/units involved** : Psychology, Economics,
5. **Annual/ semester/choice based credit system (programme wise)** :Semester System and CBCS
6. **Participation of the department in the courses offered by other departments** : Psychology
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.** : None
8. **Details of courses/programmes discontinued (if any) with reasons** : None
9. **Number of Teaching posts** :

	<b>Sanctioned</b>	<b>Filled</b>
<b>Professors</b>	00	00
<b>Associate Professors</b>	03	03
<b>Asst. Professors</b>	00	00

**10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr.J.K. Joshi	M.A., B.ED., Ph.D.	Asso.Prof	Sociology	34	08
Dr.P.G. Bheda	M.A., Ph.D.	Asso.Prof	Sociology	24	-
Dr.B.B. Vasava	M.A., Ph.D., GSET	Asso.Prof	Sociology	23	06

- 11. List of senior visiting faculty:** None
- 12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty:** 18 lectures per week
- 13. Student -Teacher Ratio (programme wise):** 130 : 1
- 14. Number of academic support staff (technical) and administrative staff; sanctioned and filled:** Not applicable
- 15. Qualifications of teaching faculty with D.Sc./ D.Litt./ Ph.D./ MPhil./PG.:** None
- 16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:** None
- 17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received:** NIL
- 18. Research Centre /facility recognized by the University:** NIL

**19. Publications per Faculty during last Five years:**

Name of the Faculty	Papers in Journals	Chapters in Books	Books Edited and Published	Books with ISBN
Dr. J. K. Joshi	05	02	01	05
Dr. P.G. Bheda	09	02	02	00
Dr. B. B. Vasava	08	03	02	00
<b>Total</b>	<b>22</b>	<b>07</b>	<b>05</b>	<b>05</b>

**20. Areas of consultancy and income generated :****21. Faculty as members in**

a) National committees: NIL

b) International Committees: NIL

c) Editorial Boards: NIL

**22. Student projects**

a) Percentage of students who have done in-house projects

including inter departmental/programme: NIL

b) Percentage of students placed for projects in organizations

outside the institution i.e.in Research laboratories/Industry/

other agencies: NIL

**23. Awards/ Recognitions received by faculty and students: NIL****24. List of eminent academicians and scientists/ visitors to the department:**

Following eminent academicians and scholars are regularly invited to the department

No.	NAME OF SCHOLAR	SPECIALIZATION
1	Dr. Hitesh Pandya	Social Services
2	Dr. Kajalben Pandya	Social Services

**25. Seminars/ Conferences/Workshops organized & the source of funding**

a)National: NIL

b)International: NIL

**26. Student profile programme/course wise (2014-15):**

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			Male	Female	
Semester-I & II	62	62	00	62	100
Semester-III & IV	59	59	00	59	100
Semester V & VI	43	43	00	43	100

**27. Diversity of Students**

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Bachelor of Arts	100 %	00	00

**28. How many students have cleared national and state Competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.:** 26**29. Student progression**

Student progression	Against % enrolled
UG to PG	15
PG to M.Phil.	--
PG to Ph.D.	--
Ph.D. to Post-Doctoral	--
Employed	
<ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	
Entrepreneurship/Self-employment	

**30. Details of Infrastructural facilities:**

a) Library: yes

b) Internet facilities for Staff &amp; Students: yes

c) Class rooms with ICT facility: yes

d) Laboratories: yes



**31. Number of students receiving financial assistance**

**from college, university, government or other**

**agencies:**

This information is same as given by English department.

**32. Details on student enrichment programmes**

**(special lectures / workshops / seminar)**

**with external experts:**

Experts & scholars from around the district are invited to deliver lectures and chair the sessions in classroom seminars

**33. Teaching methods adopted to improve :**

**student learning**

1. Lecturing & distributing notes
2. Interactive Learning
3. Group Discussion / Seminars / Quiz

**34. Participation in Institutional Social Responsibility (ISR) and Extension Activities**

Following activities are held:

No.	NAME OF ISR & EXTENSION ACTIVITY
1	Visits to Old Men's Home
2	Visit to Blind People's Home, Slums, Hospitals etc.
3	Collection of clothes and medicines for the needy people
4	Safai Abhiyan

**SWOC analysis of the department and Future plans****STRENGTH**

- Extra classes are being held for slow learners.

- The department has the highest number of enrollment ratio in comparison to other colleges in the city

**WEAKNESS**

- Lack of enough teaching staff.
- As most of the students belong to rural areas, they do not get frequent transport facilities.

**OPPORTUNITIES**

- Teaching in high schools and colleges.
- M.S.W.
- NGOs

**CHALLENGES**

- Students are not well versed with technology.
- Less job opportunities.

**FUTURE PLANS:**

- To invite more experts from across the state to interact with the students.
- We plan to organize a state level seminar next year.
- To encourage students about use of ICT.

**ECONOMICS**

1. **Name of the department:** Economics
2. **Year of Establishment:** 1983
3. **Names of Programmes /**  
**Courses offered (UG, PG, M.Phil., Ph.D.,**  
**Integrated Masters; Integrated Ph.D., etc.):** Under Graduate
4. **Names of Interdisciplinary courses and the**  
**departments/units involved:** NIL
5. **Annual/ semester/choice based credit system**  
**(programme wise) :** Semester System and CBCS
6. **Participation of the department in the**  
**courses offered by other departments :** Psychology & Sociology
7. **Courses in collaboration with other**  
**universities, industries, foreign institutions, etc. :** None
8. **Details of courses/programmes**  
**discontinued (if any) with reasons:** None

**9. Number of Teaching posts:**

	<b>Sanctioned</b>	<b>Filled</b>
Professors	00	00
Associate Professors	03	03
Asst. Professors	01	01

**10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Prof.B.L. Trivedi	M.A.	Asso.Prof.	Economics	33	-
Dr.J.K. Bhuva	M.A. Ph.D.	Asso.Prof.	Economics	32	-
Prof.D.B. Dabhi	M.A.	Asso.Prof.	Economics	25	-
Dr.P.B. Kanjiya	M.A. Ph.D.	Asst.Prof.	Economics	05	-

**11. List of senior visiting faculty:** None

**12. Percentage of lectures delivered and practical classes**

**handled(programme wise) by temporary faculty:** 18 lectures per week

**13. Student -Teacher Ratio (programme wise):** 80:1

**14. Number of academic support staff (technical)**

**and administrative staff; sanctioned and filled:** Not applicable

**15. Qualifications of teaching faculty with D.Sc./ D.Litt./ Ph.D./ MPhil./PG. :**

No.	NAME	QUALIFICATIONS
1	Prof. B.L.Trivedi	M.A.
2	Dr.J.K.Bhuva	M.A. Ph.D.
3	Prof. D.B.Dabhi	M.A.
4	Dr.P.B.Kanjiya	M.A. Ph.D.

**16. Number of faculty with ongoing projects from**

**a) National b) International funding**

**agencies and grants received:** NIL



**26. Student profile programme/course wise (2014-15):**

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			Male	Female	
Semester-I & II	14	14	00	14	100
Semester-III & IV	17	17	00	17	100
Semester V & VI	19	19	00	19	100

**27. Diversity of Students**

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Bachelor of Arts	100 %	00	00

**28. How many students have cleared national and**

state competitive examinations such as NET,

SLET, GATE, Civil services, Defence services, etc.? : Nil

**29. Student progression**

Student progression	Against % enrolled
UG to PG	45
PG to M.Phil.	--
PG to Ph.D.	--
Ph.D. to Post-Doctoral	--
Employed	
<ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	
Entrepreneurship/Self-employment	

**30. Details of Infrastructural facilities:**

a) Library: Yes

b) Internet facilities for Staff & Students: Yes

c) Class rooms with ICT facility: Yes

d) Laboratories: Yes

**31. Number of students receiving financial****assistance from college, university,****government or other agencies:**

This information is same as given by English department.

**32. Details on student enrichment programmes****(special lectures / workshops / seminar)****with external experts:**

Experts & scholars from around the district are invited to deliver lectures and chair the sessions in classroom seminars

**33. Teaching methods adopted to improve :****student learning**

1. Lecturing & distributing notes
2. Interactive Learning
3. Group Discussion / Seminars / Quiz

**34. Participation in Institutional Social Activities Responsibility (ISR) and Extension Activities**

No.	NAME OF ISR & EXTENSION ACTIVITY
1	Classroom cleaning
2	Social services
3	Blood Donation

**SWOC analysis of the department and Future plans****STRENGTH**

- Students are motivated towards research.
- Research centre is made available in the department.
- Summer camps.

**WEAKNESS**

- Students belong to rural areas hence due to lack of suitable transport facilities they remain absent in summer camps and other events.
- Students are not well versed with technology.

**OPPORTUNITIES**

- Teaching in high schools and colleges.
- Jobs in industry across the district.

**CHALLENGES**

- Four other colleges in Junagadh city offer the same subject at UG level.

**FUTURE PLANS:**

- To organize a state level seminar.



## **F: POST-ACCREDITATION INITIATIVES**

**F: POST-ACCREDITATION INITIATIVES**

**If the college has already undergone the accreditation process by NAAC, please highlight the significant quality sustenance and enhancement measures undertaken during the last four years. The narrative may not exceed five pages.**

Details of the significant quality sustenance and enhancement measures undertaken during the last five years are given below criterion wise. The first paragraph describes the quality sustenance while the second paragraph describes quality enhancement in each criterion. Sometimes, comparative analysis is given.

**Criterion I: CURRICULAR ASPECTS**

The college publishes its updated prospectus every year with all necessary details. The college has a fine tradition in which the senior students of the college organize welcome for the new comers. On this occasion the college Principal explains vision and mission, goals and objectives as well as rules and regulations of the institution to the students. Welcome function helps create cordial & healthy atmosphere at the college campus. Head of the Departments of the institution take part in the meetings of the Boards of Studies of the university and put forth their suggestions, ideas for designing or revising the curriculum at the time of meeting. The institution gets feedback from students and alumni on the academic programmes. These responses are analyzed by the institution and the report of the exercise is transmitted to the Registrar of the Saurashtra University.

Two college teachers are nominated as the syllabus framing committee of Saurashtra University. Many professors' text books are in force in the syllabus of B.Com. Semester-I, III & VI. CBCS is adopted by the college. Continuous Comprehensive Assessment Scheme (CCAS) is implemented from 2013-14.

**Criterion II: TEACHING, LEARNING AND EVALUATION**

Faculty members provide extra coaching to those who do not come up to mark. The institution provides learner centered education through different methodologies in order to make teaching and learning effective. The institution has good academic planning. It prepares its Annual Academic Calendar and implements it effectively. The principal of the College oversees implementation of various academic programmes. Three faculty members had

obtained Ph.D. degree and 07 had undertaken Ph.D. research work in cycle one. Participation of faculty members in Seminars/ Conferences/ Workshops was also in considerable number. The institution also felicitates one faculty member every year by conferring the Best Teacher and one Best Administrative Staff Awards of the year. Performance of faculty members is evaluated by the Head of the Institution as well as the students. The institution also promotes Self- appraisal of teachers now in the form of API. The feedback from the students is carefully analyzed and used for improvement of teaching - learning by the institution. For monitoring the performance of the students the institution conducts, on its own, periodical class tests and preliminary examination.

Remedial Coaching is organized for various subjects. The management has constructed new spacious college library building with more than 51000 books with e Zone, Xerox machine, computer, printer, internet and reading blocks. There are 12 faculty members holds Ph.D. degree, and 7 are pursuing. 1 faculty members have completed their Minor Research Projects sanctioned by UGC and 5 members prepar are pursuing the same. The institute introduced MCQ Tests, Student Presentations, Assignments etc from 2010-11. 111 research articles by faculty members in various journals and books as well as 29 books are published by them so far.

### **Criterion III: RESEARCH, CONSULTANCY, EXTENSION**

Participation of faculty members in research activities of the institution was limited. Three faculty members were Ph. D. holders in cycle-1. One faculty member was doing minor research project. The institution has its active Research Committee. Publication output of the faculty members of the institution was satisfactory. There are 111 published papers to their credit. The institution had one National Service Scheme unit which organizes several outreach programmes. The NSS unit of the institution had so far organized eight programmes.

There are eleven Ph.D. holders and 7 are pursuing. It means 49.44 % of faculty members are Ph.D. holders and 27 % are pursuing Ph.D. Publication output of the faculty members of the institution is praiseworthy. There are 65 training course attended by faculty members and 136 research articles by faculty members in various journals and books as well as 35 books are published and 23 books published with co-authors by them so far. Also 35 chapters in books

written by faculty members. Four Minor Research Project Proposals are ongoing during the second cycle.

#### **CRITERION- IV: INFRASTRUCTURE AND LEARNING RESOURCES.**

It had 3120 Sq. Mt. of built up area in a campus of only 4.32 acre. Main building had 23 classrooms with a common staff room, one small room for administrative office, one room for management office and a Principal's Chamber. Library had a carpet area of 340 sq. ft. in which reading room facility for 30 students was available. The facility of computers, Internet, Printer and Photocopy machine are available in the library. The trust maintains the college building. The library is managed through a Library Advisory Committee. It had 4164 books in the first cycle. To enhance the library facilities 4532 books of Rs. 442989 were purchased and added in last two years from college funds. Besides some other books were added in the year 2015 out of UGC grant under 10th plan. Library has an open access system. Library has got one Library Management Software which is used in the library. The College had only 4 computers but there was no computer lab as such. Internet facility was available with the Library only.

The management has extended the existing building on the first floor. Now total built up area is 4105.74 sq.m. Main building has 23 classrooms with a spacious staff room, two rooms for administrative office, one room for management office and a furnished Principal's Chamber. Library has a carpet area of 4633Sq.Ftinwhich reading room facility for 120 students is available. It has more than 51000 books. The College has purchased179 computers, one Digital Education and Learning Laboratory consisting of computers and Computer Laboratory consisting of 120 computers.

#### **CRITERION- V: STUDENT SUPPORT AND PROGRESSION**

The college publishes its updated prospectus annually. The college provided scholarships to the eligible SC/ST and OBC students as per Government Rules. The college has a Career Counseling and Personality Development Cell which has started its efforts for the personal and academic counseling to the students and guiding them for employment. Students have represented the college in Youth festival at inter-collegiate and inter university west zone level. There was no ranker in the first cycle.

The college has set up UDISHA Club and collaborated it with Career Counselling and Placement Cell, Saurashtra University, Rajkot.

#### **CRITERION- VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT**

Different committees consisting of faculty members are constituted to look after various aspects for the development of the college, viz Career Counselling and Placement Cell, Cultural Programme Committee, Internal Quality Assurance Cell, Campus Development Committee, Library Advisory Committee, Research Guidance Committee etc. Meetings of all the committees were held once in a year to frame policies, and plans for the institutional development in the first cycle.

The College is maintaining the academic profile of the teachers which contains self – appraisal, now API, to evaluate the performance on the basis of points earned for participation in research activities, publication of articles, and participation in various activities. On this basis of evaluation, "The Best Teacher Award" is given. The institute has been conducting some faculty development programmes for teaching and non-teaching staff, especially for computer awareness. A qualified and registered chartered accountant is appointed for external audit. The accounts of the college are being audited regularly and there is no audit objection in last years.

The institute is organizing Faculty Development Programmes for teaching staff to develop their computer skills as well as research skills. Programmes for development of computer skills for non-teaching staff are also arranged.

#### **CRITERION VII: INNOVATIONS AND BEST PRACTICES**

The Internal Quality Assurance Cell and Feedback Mechanism are sustained to check the quality of teaching and learning. In the second cycle, we have developed the following innovations and best practices during cycle-2:

- More committees are formed for curricular, extra-curricular activities and other matters for the betterment of students.
- Career Oriented programmes were organized

- Faculty development programmes are conducted to incorporate latest technology and innovative methods in teaching and learning.
- Lectures are being held using ICT tools.
- Installing inter active whiteboard with internet connectivity for ICT enabled teaching learning.
- Installing Information Desk in the form of touch screen computer which was placed on the entrance of the institution. This touch screen computer has all the information whether it is pertaining to admission, results or college activities.

### **Preparation of the Self-Study Report**

With the governing goal of self-improvement and quality certification of the institution, the task of the preparation of the SAR was set off officially in a meeting of the teaching staff held in Sept. 2014. The Principal of the college chalked out blueprint of preparation of SAR and assigned duties to the staff members to document the institutional developments with reference to three aspects, namely, quality initiatives, quality sustenance and quality enhancement. To streamline the process of the preparation of the Self- Study Report, a Steering Committee of the members of the faculty with the Principal as its Head was formed.

The process of Collection of Input commenced with the Self-Appraisal Proforma/ Personal Profiles of the Individual teachers which has been a yearly exercise of the college for the last many years. Departmental Meetings were held with the Principal as the Chairperson. The Heads of the various departments were assigned the duty of collecting & providing the Departmental Inputs for the SSR. Dr. Neeta Dhadhus, Dr. Ramesh Sagathia, Prof. Vasava and Prof. Raxa coordinated & consolidated this Departmental Input Section which provided the basis for Institutional analysis under the Seven Criteria and Dr. Kanjiya and Dr. Nishtha Desai input for different criteria.

This exercise proved to be a vitalizing voyage of self-discovery resulting into zeal for a continuous reform process aimed at internalization and institutionalization of quality for serving our students. The entire exercise was the culmination of whole-hearted teamwork of teaching and non-teaching staff. The process involved a blend of both records and reminiscences of the plethora of activities they have been doing in the college from time to

time. The college acknowledges the contribution of all the teaching & non-teaching staff in particular the Departmental Input Committee and Dr. Neeta Dhadhus, Coordinator of IQAC.

### Steering Committee

1. Principal Dr. Dinesh Dadhania – Chairperson
2. Dr. Neeta Dhadhus – Coordinator
3. Dr. Ramesh Sagathiya - Member
4. Prof. Nishtha Desai –Member
5. Prof. K. R. Dodiya -Member
6. Dr. P. B. Kanjiya -Member
7. Mr. Ashwin Bhalodiya -Member
8. Mr.Jasmin Trambadiya - Member

### Departmental Input Committee

Sr.	Department/Office	Members
1.	English	Prof. Khyati R.Dodiya
2.	Gujarati	Dr. Ramesh A.Sagathiya
3.	Hindi	Dr. Nishtha Desai
4.	Sanskrit	Dr. J. K. Bhatt
5.	Psychology	Dr. Dinesh A. Dadhania
6.	Sociology	Dr. B. B. Vasava, Dr. P.G.Bheda
7.	Economics	Dr.J K. Bhuva, Dr.P. B. Kanjia
10.	Commerce	Prof.R.T.Vachhani, Prof.Vanraj Aparnathi
11.	Accountancy	Prof.Radadiya, Dr.Neeta Dhadus
13.	Computer Science	Dr. R.K. Bathani

**G: DECLARATION**

**BY**

**THE HEAD OF THE INSTITUTION**



**G. Declaration by the Head of the Institution**

I certify that that the data included in this Self-Study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the institution after internal discussions, and no part there of has been outsourced.

I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.

Signature of the Head of the institution

with seal:

Place: Junagadh

Date:

## **H: ENCLOSURES**

**H. ENCLOSURE I (2f)**

3-5

DEPARTMENT OF HIGHER EDUCATION  
GOVERNMENT OF GUJARAT  
RAJKOT

No.F.8-125/91 ( CPT-I )

Rajkot, Guj

The Director  
College Development Council  
Saurashtra University  
Rajkot-360005.

18 MAR 1993

Subject: List of Colleges proposed under Section 2(f) of the UGC Act, 1956.  
Inclusion of New Colleges.

Sir,

I am directed to refer to your letter No.UBC/10/10/10/91 dated 28th February, 1991 on the above subject and to say that the name of the following college has been included in the above list under heading, Colleges teaching upto Bachelor's degree :-

<u>Name of the College</u>	<u>Year of Start</u>	<u>Remarks</u>
M.M.Chodawara Mahila Arts & Commerce College, Junagadh (Prct. M.S. Bha Jodha)	1985	The College is eligible to receive Grant-in-aid also in terms of the rules framed under Section 2(f) of the UGC Act, 1956.

The Indenture Bond and other documents in respect of the above college have been accepted by the Government.

Yours faithfully,

( R. J. BONDHE )  
UNDER SECRETARY

Copy forwarded to :-

1. The Principal, M.M.Chodawara Mahila Arts & Commerce College, Junagadh.
2. The Secretary, Govt. of India, Ministry of Human Resource Development (Deptt. of Education), T-1, Pochon, New Delhi.
3. All Officers/Sections in the UGC office.
4. S.O., FD-II / CD-II UGC office.
5. Incharge Computer Cell UGC.
6. Guard file.

( D. D. BIRKA )  
SENIOR OFFICER

Handwritten notes and signatures at the bottom of the page, including a date stamp: 23/3/93.

**ENCLOSURE II (12B)**

198	2(f) and 12(B)	M.D. Science College	Porbandar, Dist. Porbandar	Gujarat	1984	Permanent	Bachelor's	Saurashtra University, Rajkot
199	2(f) and 12(B)	M.M. Ghodasara Mahila Arts and Commerce College	Junagadh, Dist. Junagadh	Gujarat	1986	Permanent	Bachelor's	Saurashtra University, Rajkot
200	2(f) and 12(B)	M.P. Shah Arts and Science College	Surendranagar, Dist. Surendranagar	Gujarat	1956	Permanent	Bachelor's	Saurashtra University, Rajkot
201	2(f) and 12(B)	M.P. Shah Commerce College	Surendranagar, Dist. Surendranagar	Gujarat	1963	Permanent	Bachelor's	Saurashtra University, Rajkot
202	2(f) and 12(B)	M.P. Shah Medical College	Jamnagar, Dist. Jamnagar	Gujarat	1955	Permanent	Bachelor's	Saurashtra University, Rajkot
203	2(f) and 12(B)	Smt. K.S.N. Kansagra Mahila College	Rajkot, Dist. Rajkot	Gujarat	1974	Permanent	Bachelor's	Saurashtra University, Rajkot
204	2(f) and 12(B)	Smt. M.M. Shah College of Education	Wadhwan City, Dist. Surendranagar	Gujarat	1973	Permanent	Bachelor's	Saurashtra University, Rajkot
205	2(f) and 12(B)	Smt. R.P. Bhalodia Mahila Arts and Commerce & Home Science College	Upleta, Dist. Rajkot	Gujarat	1987	Permanent	Bachelor's	Saurashtra University, Rajkot
206	2(f) and 12(B)	Smt. R.R. Patel Mahila Arts and Commerce College	Rajkot, Dist. Rajkot	Gujarat	1992	Permanent	Bachelor's	Saurashtra University, Rajkot
207	2(f) and 12(B)	Smt. S.S. Ajmera Municipal Law College	Gondal, Dist. Rajkot	Gujarat	1971	Permanent	Bachelor's	Saurashtra University, Rajkot
208	2(f) and 12(B)	Smt. Sadguru C.U. Shah Mahila Home Science, Arts & Commerce College	Wadhwan City, Dist. Surendranagar	Gujarat	1986	Permanent	Bachelor's	Saurashtra University, Rajkot

Source: [http://www.ugc.ac.in/wro/pdf/WROcolleges\\_list.pdf](http://www.ugc.ac.in/wro/pdf/WROcolleges_list.pdf)

**ENCLOSURE III (NAAC Certification of Accreditation Cycle I)**



**राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद**  
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान  
**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**  
An Autonomous Institution of the University Grants Commission  
2007: Year of promoting Internal Quality Assurance Systems

**प्रो. वी.एस. प्रसाद**  
निदेशक  
**Prof. V.S. Prasad**  
Director

NAAC/A&AOC/EC-43/3/2007/ December 22, 2007

The Principal  
Shri. M. M. Ghodasara Mahila Arts & Commerce College  
P.O. Box No. 63, Opp. Moti Baug  
Junagadh - 362001  
Gujarat

Dear Principal,

Greetings of Quality from NAAC.

I am glad to inform you that the outcome of the Assessment and Accreditation exercise of your institution has been processed and approved by the Executive Committee of NAAC and your institution has been *Accredited* for a period of five years with a CGPA of 2.10 on a four point scale at *B Grade* valid from 22/12/2007. The certificate of accreditation with the quality profile will be sent to you shortly. I am sure the detailed peer team report given to you already by the peer team will enable the institution to initiate further quality enhancement measures.

With best wishes,

Yours sincerely,  
  
(V. S. Prasad)

M. M. G. Mahila College - Junagadh  
In. No. 54/2007/1  
Dt. 29/12/07 Sign. B. B.

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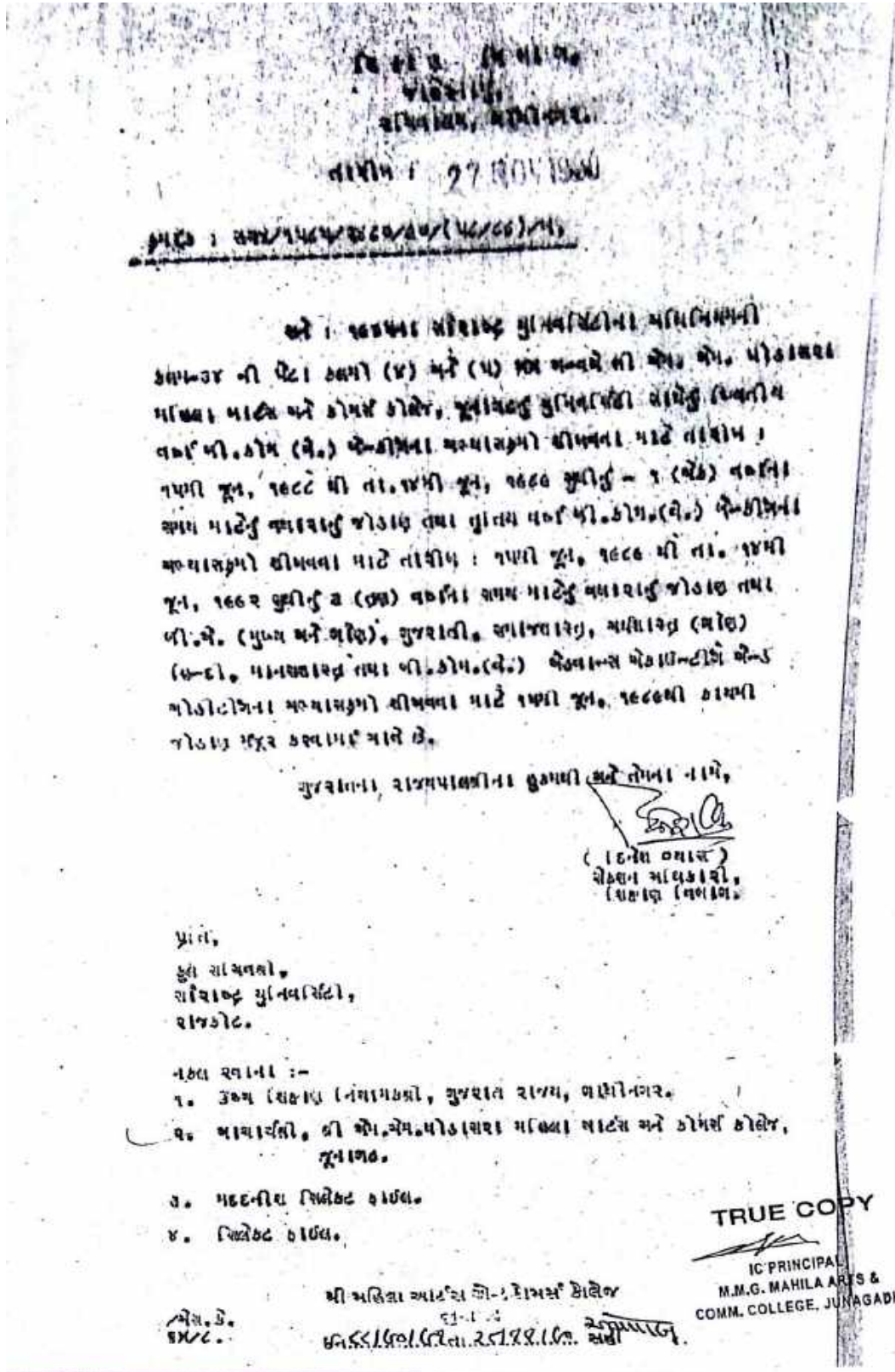
***Shri. M. M. Ghodasara Mahila Arts and Commerce College***  
*Junagadh affiliated to Saurashtra University, Gujarat as*  
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*with a CGPA of 2.10 on four point scale*  
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*Date: December 22, 2007*

  
Director

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ગુજરાત સરકાર  
શિક્ષણ વિભાગ  
જાહેરનામા ક્રમાંક:સપજ/૧૫૮૫/૩૧૧૧૫/પાર્ટ-૩/ખ.૧  
સચિવાલય, ગાંધીનગર  
તારીખ: 2 NOV 2013

જાહેરનામું :-

સને ૧૯૬૫ના સૌરાષ્ટ્ર યુનિવર્સિટીના અધિનિયમની કલમ-૩૪ની પેટા કલમો-૪ અને ૫ અન્વયે શ્રી પટેલ કેળવણી મંડળ સંચાલીત એમ.એમ. ધોડાસરા મહિલા આર્ટ્સ એન્ડ કોમર્સ કોલેજ-જૂનાગઢને સૌરાષ્ટ્ર યુનિવર્સિટી સાથેનું નીચે દર્શાવેલ અભ્યાસક્રમનું જોડાણ કાયમી સ્વનિર્ભરતાના ધોરણે મંજૂર કરવામાં આવે છે.

વિદ્યાશાખા અને અભ્યાસક્રમ	જોડાણનો પ્રકાર	સમયગાળો
વિનયન વિદ્યાશાખા:- બી.એ. (મુખ્ય) અંગ્રેજી	નવું	તા. ૧૫/૬/૨૦૧૨ થી તા. ૧૪/૬/૨૦૧૩ સુધી

૨. યુનિવર્સિટીએ પ્રસ્તુત જોડાણો માટે કરેલ દરખાસ્ત સંદર્ભમાં યુનિવર્સિટીની સિન્ડીકેટ મુકેલ તમામ શરતોનું સંસ્થા ધ્વારા યથાર્થપણે પાલન કરવામાં આવે અને તેની ચકાસણી યુનિવર્સિટી ધ્વારા કરવામાં આવે તે શરતે ઉક્ત જોડાણો મંજૂર કરવામાં આવે છે.

ગુજરાતના રાજ્યપાલશ્રીના હુકમથી અને તેમના નામે,

*Jewel*  
( ટી.એસ. પટેલ )  
સેક્શન અધિકારી  
શિક્ષણ વિભાગ

પ્રતિ  
કુલ સચિવશ્રી, સૌરાષ્ટ્ર યુનિવર્સિટી, યુનિવર્સિટી કેમ્પસ, રાજકોટ-૩૬૦ ૦૦૫

નકલ રવાના:-

- માન. મંત્રીશ્રી (શિક્ષણ)ના અંગત સચિવશ્રી, સચિવાલય, ગાંધીનગર
- માન. રાજ્યકક્ષા મંત્રીશ્રી (શિક્ષણ)ના અંગત સચિવશ્રી, સચિવાલય, ગાંધીનગર
- ઉચ્ચ શિક્ષણ કમિશનરશ્રી, ગુજરાત રાજ્ય, બ્લોક નં. ૧૨, ડા. જીવરાજ મહેતા ભવન, ગાંધીનગર
- આચાર્યશ્રી/ટ્રસ્ટીશ્રી, શ્રી પટેલ કેળવણી મંડળ સંચાલીત એમ.એમ. ધોડાસરા મહિલા આર્ટ્સ એન્ડ કોમર્સ કોલેજ, મોતીબાગ સામે, જૂનાગઢ ( રજિ.પો.એડી.થી. )
- સીલેક્ટ ફાઈલ
- નાયબ સેક્શન અધિકારી સીલેક્ટ ફાઈલ

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*[Signature]*  
IC PRINCIPAL  
M.M.G. MAHILA ARTS &  
COMM. COLLEGE, JUNAGADH