

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

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

## Part – A

### I. Details of the Institution

1.1 Name of the Institution	M.J. College of Commerce
1.2 Address Line 1	Mahatma Gandhi Campus
Address Line 2	Vidhyanagar
City/Town	Bhavnagar
State	Gujarat
Pin Code	364001
Institution e-mail address	mjcc_bvn@yahoo.com
Contact Nos.	R: 0278-2569595
Name of the Head of the Institution:	Dr. K.S. Vataliya
Tel. No. with STD Code:	O: 0278-2424137
Mobile:	M: 09328217105
	Dr. H. D. Vyas

Name of the IQAC Co-ordinator:

Mobile:

09426920569

IQAC e-mail address:

mjcc\_bvn@yahoo.com

1.3 NAAC Track ID(For ex. MHCOGN 18879)

GJCOGN13776

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)

EC/47/A&A/72 dated 29-01-2009

1.5 Website address:

www.mjccbhavnagar.org

Web-link of the AQAR:

<http://www.mjccbhavnagar.org/project/IQAC.pdf>

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	2.89	29 January, 2009	5 years
2	2 <sup>nd</sup> Cycle	B++	290	07 February 2017	8 years
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

15-06-2008

1.8 AQAR for the year (for example 2010-11)

2016-17

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

- i. AQAR 2009-10 submitted to NAAC on (04/12/2014)
- ii. AQAR 2010-11 submitted to NAAC on (04/12/2014)
- iii. AQAR 2011-12 submitted to NAAC on (04/12/2014)
- iv. AQAR 2012-13 submitted to NAAC on (04/12/2014)
- v. AQAR 2013-14 submitted to NAAC on (04/12/2014)
- vi. AQAR 2014-15 submitted to NAAC on (05/08/2016)
- vii. AQAR 2015-16 submitted to NAAC on (29/03/2019)

1.10 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

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

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

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

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

1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

1.12 Name of the Affiliating University (*for the Colleges*) Maharaja Krushankumarsinhji Bhavnagar University, Bhavnagar

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme  DST-FIST

UGC-Innovative PG programmes  ther (*Specify*)

UGC-COP Programmes

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No.  Faculty

Non-Teaching Staff  Students  Alumni  Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Career Guidance and Placement Cell strengthened
- Enhanced employability by introducing additional interdisciplinary programmes
- Implemented personality development programs, value added lectures/talks.
- Strengthened the Entrepreneurship Development through subjective orientation.
- Upgraded library by subscription to e-journals (EBSCO) and INFLIBNET, SOLL SOFTWARE.
- More avenues for students to engage in community services through NSS, NCC and Swami Vivekanand Seva Prakashan.
- Sensitizing students to ecological and environmental issues through NSS, NCC and Swami Vivekanand Seva Prakashan.
- Seminars, conferences and invited talks arranged
- Empowering lady staff and students with life skills through Women Development Cell/Uddisha Activities.
- Conduction of Faculty development programme through guest lectures.
- Governing council meeting held on a regular basis with members of the committee as a part of Academic Review activity

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
Annexure I attached	

\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body      Yes       No

Management       Syndicate       Any other body

Provide the details of the action taken (Annexure I)

To upgrades the teaching learning and enhance teaching environment more ICT based teaching begins.

To explore research activities teachers are motivated to participated in various seminars, conferences etc.

More facilities are been available to the students in terms of the library books, students' welfare book bank, career counselling and guidance book bank etc.

A well-equipped computer lab is available to students who are studying the computer related subjects.

4G Tablet distribution to every first semester of B Com students for their soft skill and use of I T enabled learning enhancement.

Free WI-FI campus for the students for their internet-based learning....

Sports, Cultural, Social, Personality development etc. related various activities are available to students.

## Part - B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	04	00	00	00
PG	01	00	01	00
UG	02	00	01	00
PG Diploma	01	00	01	00
Advanced Diploma	00	00	00	00
Diploma	00	00	00	00
Certificate	00	00	00	00
Others	00	00	00	00
<b>Total</b>	08	00	03	00
Interdisciplinary	01	00	00	00
Innovative	00	00	00	00

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

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	04
Trimester	00
Annual	02

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
*(On all aspects)*

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

*\*Please provide an analysis of the feedback in the Annexure*

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

UGC's approach for the CBSC and State Governments' instructions for it, become mandatory for the M K Bhavnagar University to introduce CBSC in Semester system, so from 2016-17 CBSC semester system has been administered instead of annual pattern by M K Bhavnagar University. Moreover, revision/update of regulation or syllabi is decided by the M K Bhavnagar University and as a constituent college, such decisions like it are followed.

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

No new Department/Centre introduced during the year

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
11	01	10	-	-

2.2 No. of permanent faculty with Ph.D.

05
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2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	-	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

00	24	14
----	----	----

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	3	21	4
Presented papers	3	21	-
Resource Persons	-	-	-

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

- Institute has introduced case study-based learning in M Com and MHRD and role play, GD etc. to explore inner skills of students and to clarify concept.
- Compiled articles and conference proceedings published in the various international, national, and state level journals and books by the faculty members of the college in their disciplines.
- Conducted various debates, elocution, quiz, group discussion competitions.
- Conducted study tours for giving the pupils first-hand experience in their respective disciplines.
- Using talks/presentation/ICT base teaching to enhance communicative skills.
- ICT enabled teaching-learning process.
- Additional Skill Acquisition Programme benefitted students to acquire self-confidence and better communicative skill to pursue a bright career.
- 4G Tablet distribution to every first semester of B Com students for their soft skill and use of I T enabled learning enhancement.
- Free WI-FI campus for the students for their internet-based learning....



2.7 Total No. of actual teaching days during this academic year 199

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

Three Mock round of BBA student were organized to improve university result.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 10 - -

**All the permanent faculties are part of curriculum structuring/revision/syllabus development as member of respective Board of Study/Syllabus Reform Committees**

2.10 Average percentage of attendance of students 80%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	
April-May 2016						
F. Y. B.COM	804	-	008	167	418	
S. Y. B.COM	684	-	030	141	262	
T. Y. B.COM	499	-	094	201	076	
BBA Sem-6	57	00	06	20	31	
M Com Sem 2	24	00	00	10	11	

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

Department level monitoring committee submits reports to the college level monitoring committee and remedial measures are taken accordingly. Feedback from the students, parents and others are obtained at regular intervals and later IQAC meets to resolve the problems stated if any.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-

Staff training conducted by the university	-
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	-
Others	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	14	16	00	04
Technical Staff	-	-	-	07

## Criterion – III

### 3. Research, Consultancy and Extension

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

- Action research was done by faculty members for the various problems and issues of institute.
- Faculty members are encouraged to publish research papers in journals.

#### 3.2 Details regarding major projects

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

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	00	01	01
Outlay in Rs. Lakhs	00	00	0.65	0.45

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	01	07	00
Non-Peer Review Journals	00	05	02
e-Journals	02	00	00
Conference proceedings	00	02	00

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	00	00	00	00
Minor Projects	02	01	65000	00
Interdisciplinary Projects	00	00	00	00
Industry sponsored	00	00	00	00
Projects sponsored by the University/ College	00	00	00	00
Students research projects <i>(other than compulsory by the University)</i>	00	00	00	00
Any other(Specify)	00	00	00	00
Total	00	00	00	00

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges  
Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	01
Sponsoring agencies	-	-	-	-	Gujarat Government

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College   
Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	00
	Granted	00
International	Applied	00
	Granted	00
Commercialised	Applied	00
	Granted	00

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

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

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

04

06

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

00

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

JRF 00      SRF 00      Project Fellows 00      Any other 00

3.21 No. of students Participated in NSS events:

University level 62      State level 05  
National level      International level 00

3.22 No. Of students participated in NCC events:

University level 35      State level 14  
National level      International level 10

3.23 No. of Awards won in NSS:

University level 03      State level 00  
National level      International level 00

3.24 No. of Awards won in NCC:

University level 08      State level 03  
National level      International level 03

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text"/>	
NCC	<input type="text" value="02"/>	NSS	<input type="text" value="19"/>	Any other <input type="text"/>

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

- 4G Tablet distribution to every first semester of B Com students for their soft skill and use of I T enabled learning enhancement.
- Free WI-FI campus for the students for their internet-based learning....
- Blood donation camp organized every year with the ABVP, Rotary and Sir T Hospital's Blood Bank
- NCC camps were conducted to foster social responsibility amongst students.
- NCC cadets were selected to be sent to various state level and national level camps.
- Educational Rights Awareness Programme.
- Participation in Rakhi Selling of Ankur Institution Programme.
- Fund raising for National Blind Day.

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	4.65 Acers	-	-	-
Class rooms	4	-	-	4
Laboratories	1	1	SF	2
Seminar Halls	3	1	-	4
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	6	-	-	6
Value of the equipment purchased during the year (Rs. in Lakhs)	7335175	-	-	7335175
Others - New Library Building	-	2493.56 sq. mt. (Appendix - 1)	SF	36058619

#### 4.2 Computerization of administration and library

- Yes, Student data management software is used for admission entry and fee collection and library system is manual.
- A new server room was built with state-of-the-art facilities.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	47882	4652984 (after dep.)	196	33700	48078	4686684 (before dep.)
Reference Books	4323	679458	161	-	4484	679458
e-Books	-	-	-	-		
Journals	35	12000	12	1800	47	13800
e-Journals	-	-	-	-		
Digital Database	-	-	-	-		
CD & Video	65	4511	-	-	65	4511
Others (specify)	-	-	-	-	-	-

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	39	1	1+1	5	5	1	4	-
Added	1	-	-	1	-	-	-	-
Total	40	1	1+1	6	5	1	4	-

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

- State-of-the-art automation software has immensely improved the quality of the documentation process.
- ICT enable teaching learning process
- All computers in B Com & BBA Administrative office are connected by LAN and have Internet Access.
- All computers are protected by anti virus.

#### 4.6 Amount spent on maintenance in lakhs :

I. ICT	255828
II. Campus Infrastructure and facilities	1.61705
III. Equipments	1.51950
IV. Others	1.31600
<b>Total:</b>	<b>671083</b>



# Appendix – I

## M.J. COMMERCE COLLEGE BHAVNAGAR UNIVERSITY LIBRARY & AUDITORIUM BUILDING

GROUND FLOOR LVL. CARPET AREA IN SQ.MT				
NO.	DESCRIPTION	AREA	NOS.	TOTAL AREA
01	OTTA	52.85	2	105.70
02	ENTRANCE AREA	65.75	1	65.75
03	GIRL'S READING ROOM	57.55	1	57.55
04	BOY'S READING ROOM	57.55	1	57.55
05	FACULTY'S READING ROOM	107.48	1	107.48
06	LIBRARY STACK AREA	334.03	1	334.03
07	STORE ROOM	35.81	1	35.81
08	LADIES TOILET	10.47	1	10.47
09	GENTS TOILET	10.47	1	10.47
10	COOLER ROOM	2.12	2	4.24
11	CIRCLE AREA	13.07	2	26.14
12	ENTRANCE STAIR CASE	27.00	2	54.00
13	FOYER	9.45	2	18.90
14	C.I.S	30.26	2	60.52
15	STAIR CASE + LIFT	53.62	2	107.24
16	DUCT-1	3.00	2	6.00
17	DUCT-2	15.25	2	30.50
GRAND TOTAL				1035.79

FIRST FLOOR LVL. CARPET AREA IN SQ.MT				
NO.	DESCRIPTION	AREA	NOS.	TOTAL AREA
01	FOYER NEAR ALCHORUM HALL	34.41	2	68.82
02	STAIR CASE + LIFT	25.42	2	50.84
03	ALCHORUM HALL	248.26	1	248.26
04	GREEN ROOM FOR BOYS	19.33	1	19.33
05	GENTS TOILET (GREEN ROOM)	18.80	1	18.80
06	GUEST ROOM	25.68	1	25.68
07	LADIES GENTLEMEN TOILET	5.60	1	5.60
08	GENTS TOILET	2.29	1	2.29
09	GREEN ROOM FOR LADIES	19.33	1	19.33
10	LADIES TOILET (GREEN ROOM)	18.80	1	18.80
11	EQUIPMENT ROOM	10.84	1	10.84
12	ELECTRIC ROOM	26.68	1	26.68
13	FOYER NEAR SEMINAR HALL	33.22	2	66.44
14	SEMINAR HALL	120.36	1	120.36
15	ELECTRIC ROOM	6.91	1	6.91
16	ROOM	4.55	1	4.55
17	GUEST ROOM	31.70	1	31.70
18	STORE ROOM	31.70	1	31.70
19	LADIES TOILET	10.47	1	10.47
20	GENTS TOILET	10.47	1	10.47
21	COOLER ROOM	2.12	2	4.24
22	ENTRANCE STAIR CASE	27.00	2	54.00
GRAND TOTAL				657.11

SECOND FLOOR LVL. CARPET AREA IN SQ.MT				
NO.	DESCRIPTION	AREA	NOS.	TOTAL AREA
01	STAIR CASE + LIFT STAIR CABIN	26.42	2	52.84
02	OPEN TERRACE	118.12	2	236.24
03	ROOM-1	57.55	1	57.55
04	ROOM-2	57.55	1	57.55
05	FOYER & MULTIPLE PURPOSE HALL	73.65	1	73.65
06	PROJECTION UNIT	11.88	1	11.88
07	LADIES TOILET	10.47	1	10.47
08	GENTS TOILET	10.47	1	10.47
09	COOLER ROOM	2.12	2	4.24
10	ENTRANCE STAIR CASE	27.00	2	54.00
GRAND TOTAL				568.89

LIFT & STAIR CABIN LVL. CARPET AREA IN SQ.MT				
NO.	DESCRIPTION	AREA	NOS.	TOTAL AREA
01	LIFT MACHINE ROOM	15.40	2	30.80
02	ENTRANCE STAIR CABIN	27.00	2	54.00
03	OPEN TERRACE ON SEMINAR HALL	345.34	1	345.34
04	OPEN TERRACE ON AUDIT. HALL	211.19	1	211.19
GRAND TOTAL				641.33

PROPOSED LIBRARY & AUDITORIUM BUILDING OF M.J. COMMERCE COLLEGE,  
BHAVNAGAR.



devdutt pandya & associates  
Architects & Interiors Designers  
Off - 10, Near (Bhavnagar, Kothad) Bhavnagar - 364 002  
Phone : (079) 2509070 - Fax: (079) 2509080  
E-mail : d.pandya@devdutt.com

## Criterion – V

### 5. Student Support and Progression

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

- Letters • SMS • Notice boards • Press notes • Facebook posts • Website uploading
- WhatsApp • Online facilities etc.

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

Parents meeting and Alumni association to have at least one meeting in an academic year

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2029	024	06	00

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

00

state

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

00

Programme	Last Year 2015-16							This Year 2016-17						Total
	General	SC	ST	OBC	Ph	Min	Total	General	SC	ST	OBC	Ph	Min	
B.Com	543	125	19	1140	04	01	1832	565	123	09	1312	03	01	2012
B.B.A	90	29	0	102	01	-	222	061	002	00	015	00	-	0088
M.COM.	00	00	00	000	00	-	000	027	000	00	008	00	-	035
P.G.D.C.A	000	00	00	000	00	-	000	000	000	00	000	00	-	000

Programme	Men	%	Women	%
B.Com	1768	88	244	12
B.B.A	066	75	12	25
M.COM.	27	77	08	23
P.G.D.C.A	00	00	00	00
Total	1861	87	264	

Demand ratio - 100%

Dropout % -

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

- Coaching classes for different services in state government conducted by the Career Counselling Cell.
- A general IQ Test conducted by Department of Commerce in collaboration of Vikas Vartul Trust Bhavnagar.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET  JLET  GA  CAT    
 IAS/IPS etc  State PSC  UPSC  Others

5.6 Details of student counseling and career guidance

- Student’s participation in SSC Exam, Bank Exam, General Knowledge Test, PSI Exam, High Court Exams, Revenue Talati Mantri Exam.
- Guest lectures are arranged for students counselling and guidance for various competitive Exams.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01 (TCS)	165	09	00

5.8 Details of gender sensitization programmes

- Women’s Day was celebrated under the guidance and supervision of the Women’s Cell of the College.
- A mass rally was conducted on ‘Women’s Right’.
- A guest lecture on Women’s day.
- Beauty grooming and confidence workshop for girls by HUL Company.
- Beauty Parlour Course for the purpose of equal opportunity and self development for girls.
- Thelesamia Test done through NSS.
- Organize Yuvati Vikas Shibir for girls.
- Organized Career counselling for students under Uddisha Activity.

## 5.9 Students Activities

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

State/ University level  National level  International level

### No. of students participated in cultural events

State/ University level  National level  International level

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

Sports: State/ University level  National level  International level

Cultural: State/ University level  National level  International level

## 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	00	000
Financial support from government	767	3574841
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: \_\_\_\_\_

## Criterion – VI

### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

❖ **Vision of the institute:**

To promote and impart commerce and management education that enlighten, make students independent and foster within them the quality for global competence with cultural inheritance and ethical values.

❖ **Mission statement of the institute:**

To inspire the academic environment for the promotion of quality teaching – learning in the college along with the faculty improvement. The institute will strive to impart and imbibe effective skills amongst students so they flourish optimistically in life, comprehend independently and contribute in the construction of knowledge industry.

6.2 Does the Institution has a management Information System

Yes

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

6.3.1 Curriculum Development

All the regular faculty members are in Board of studies at University Level and they actively participate in the process of curriculum development.

6.3.2 Teaching and Learning

- ICT enable teaching.
- Demo based teaching.
- Coaching classes conducted to sharpen up the communicative skills of the students.
- Suggestion for the development of the institution invites in a regular meeting with Principle, the NAAC Coordinator, and the coordinator IQAC.
- As the coordinator is in live contact with each department, teacher and student, he/she is able to analyse and understand the needs of institution, teachers and students.

6.3.3 Examination and Evaluation

- Assignment and projects.
- Internal Terminal and Preliminary examinations.

#### 6.3.4 Research and Development

- Published a compilation of research articles and conference proceedings of the teachers belonging to various disciplines.
- Classes are engaged with the help of smart class room, multi-media classroom and audio-visual theatre.
- Automation software implemented to augment academic audit.
- Teachers are encouraged to write in national and international journals and books.
- Teachers are encouraged to pursue research degrees.

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- New Library building has been Completed, local authority's BUC is awaited.
- Existing Library will be upgraded with RFID and more facilities.

#### 6.3.6 Human Resource Management

All faculty members are involved in different activities.

#### 6.3.7 Faculty and Staff recruitment

- Depends on university.
- But principal recruits visiting faculty as per demand.

#### 6.3.8 Industry Interaction / Collaboration

Yes

#### 6.3.9 Admission of Students

- Online Merit list for new admission has been uploaded on college website.
- Admission conducted as per the University norms and government orders.
- Admission to Management and Community seats are also done as per the University norms.
- Strict transparency and admission rules are adhered to by the College.

6.4 Welfare schemes for

Teaching	Credit society run at Uni. Level.
Non teaching	Credit society run at Uni. Level.
Students	A students welfare book bank is working

6.5 Total corpus fund generated

NIL

6.6 Whether annual financial audit has been done

Yes  No

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

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

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

For UG Programmes Yes  No

For PG Programmes Yes  No

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

Examinations are conducted as per the University norms and regulations.

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

As per the Government rules and as the College is University Managed constituent institute, University allows to function in shift for the academic work. It also allows to decide for such matters in regards to the academic interest.

#### 6.11 Activities and support from the Alumni Association

- A Meeting organized Annually.

#### 6.12 Activities and support from the Parent – Teacher Association

- One Parent-Teachers' Meeting per Semester/term conducted.
- Suggestions are incorporated by day to day suggestions

#### 6.13 Development programmes for support staff

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

- Green clean campus drive is continuing to make the campus eco-friendly.
- Approximately 300 plants have been planted in various years and has care been taken well by NSS and forth class employees from institute.



## Criterion – VII

### 7. Innovations and Best Practices

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

- Online Merit list for new admission has been uploaded on college website.
- 34 cameras monitors building and campus of the college 24/7.
- Motivation of the facilities to complete their doctorate degree.
- Encourage faculties for minor and major research projects of UGC and other funding agencies.
- Use of ICT culture should percolate into the system.
- Innovation in teaching methodology.
- New academic programme initiated UG and PG.
- The teaching staffs regularly attend Seminars and Workshops as either

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

- To improve the quality of learning and teaching and make the courses learner centric.
- To encourage teachers to go on training programmes so that they are equipped to handle the semester system
- To increase the number of remedial programmes to facilitate better student performance in the examination.
- To encourage staff and students to take up research projects
- To procure more books and journals to the library and motivate students to make use of the library.
- Counselling the fresh aspirants and their parents regarding the selection of course as well as curricular Programmes.
- To motivate departments to start departmental libraries
- To encourage students to start wall magazines and other literary activities.

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

- Physical exercise done by the students every Wednesday.
- Karate and judo training arranged every Wednesday.

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

7.4 Contribution to environmental awareness / protection

- The college possesses a Plant conservatory to ensure the protection of the local plant bio-diversity.
- NSS unit regularly organize tree plantation and care one day camp.
- Awareness programmes are conducted regarding social forestry.
- Conducted a programme titled “Save Energy” in connection with World Earth Day.
- Institute organizes awareness campaign every year for the spreading awareness among the nearby people residing in neighbouring areas regarding environment and its protection from the various types of pollutions. Campus

7.5 Whether environmental audit was conducted?    Yes     No

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

**Strength**

- Oldest and reputed College in the region.
- Large base of Alumni spread in different walks of life.
- Senior teaching faculties with vast teaching experience.
- Large campus of 4.65 acres in the midst of the city.
- 40% of the classrooms fitted with multimedia speakers and digital Wi-Fi projectors for ICT based teaching.
- A modern and state of art Library and auditorium under construction.
- Large environment of OBC/SC/ST and minority students.
- Faculties in important bodies of decision making like BOS; Senate Cultural Board, faculty.
- Subsidized fee structure due to grant in aid institution.

**Weakness:**

- Very fewer permanent faculties. (09 faculties as against sanctioned setup of 32)
- Similarity very less non-teaching staff to cater to a large mass of students.
- Have to depend on visiting faculties for teaching purpose.
- Old and outdated furniture for staff and students.

**Opportunity**

- Continuous rise in demand for environment.
- More demand for admission due to subsidized govt. fee structure.
- Enhancement or research activities.
- Opening of PG centre in commerce faculty and short duration skills-based courses.

**Threats:**

- The winning edge of experienced teaching faculties can erode if immediate induction of permanent staff is not done.
- The college needs more computers for its students.
- The office needs a good MIS for easy storage and retrieval of data.
- The technical staff needs up gradation of their technical skills.
- To accommodate increased strengths under new CBSC system.

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

- The College will promote the widespread use of ICT tools by staff and students. Required training sessions will be organized to create awareness.
- Feedback will be provided to individual teachers in order to help them improve their performance.
- Infrastructural facilities will be upgraded to ensure a more conducive learning atmosphere.
- Up gradation of equipment will be carried out in the laboratories on regular basis.
- The teaching staff will be encouraged to take up minor research projects in greater number.
- The extent of inter-disciplinary activities will be increased.
- Day celebrations for students.
- To develop computerised new library.
- To develop the more facilities for students.
- Planning for renovation of common room for boys and girls.
- To extent corporate contacts for student's placement.
- More industry and social collaboration increased.

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**(Dr. Hitesh D. Vyas)**  
*Coordinator, IQAC*

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**(Dr. K. S. Vataliya)**  
*Chairperson, IQAC*

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