



To, Ref. No. :

Date : 29th Dec, 2018

The Director,  
National Assessment Accreditation Council,  
Post Box No:-1075, Nagar Bhavi,  
Bangalore-560010.

**Subject:-Submission of AQAR for the year 2015-16**

Respected Sir,

We are pleased to submit Annual Quality Assurance Report of our college for the year 2015-16.

Kindly accept and acknowledge it.

Thank you.



Yours sincerely,

(Dr. Dinesh Patel)  
Principal  
S. S. Mehta Arts & M. M. Patel  
Commerce College,  
Himatnagar (S.K.)

Date:-28<sup>th</sup> December, 2018

**The Annual Quality Assurance Report (AQAR) of the IQAC  
2015-16**

**Part – A**

**1. Details of the Institution**

1.1 Name of the Institution

S.S.MEHTA ARTS & M.M.PATEL COMMERCE COLLEGE  
HIMATNAGAR

1.2 Address Line 1

College Campus, N. H. No. 08

Address Line 2

Motipura

City/Town

Himatnagar

State

Gujarat

Pin Code

383001

Institution e-mail address

achmt@rediffmail.com

Contact Nos.

(02772) 229336

Name of the Head of the Institution:

Dr. Dinesh P. Patel

Tel. No. with STD Code:

(02772) 229336

Mobile:

9825021704

Name of the IQAC Co-ordinator:

Dr. Prakash M. Joshi

Mobile:

9998266589

IQAC e-mail address:

achmt@rediffmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

OR

1.4 NAAC Executive Committee No. &amp; Date:

EC / 130 / A &amp; A / 2007

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

1.5 Website address:

www.anchmt.org

Web-link of the AQAR:

[http://anchmt.org/upload/naac/AQAR\\_Report\\_Himatnagar15-16.pdf](http://anchmt.org/upload/naac/AQAR_Report_Himatnagar15-16.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 +	773/1000 77.30	2007	05 Years 2007-2012
2	2 <sup>nd</sup> Cycle	--	--	--	--
3	3 <sup>rd</sup> Cycle	--	--	--	--
4	4 <sup>th</sup> Cycle	--	--	--	--

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

21/06/2007

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

2015-16

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\_2007-08 \_Submitted to NAAC on 23/11/2007
- ii. AQAR\_2008-09 \_Submitted to NAAC on 12/09/2010
- iii. AQAR\_2009-10 \_Submitted to NAAC on 23/11/2011
- iv. AQAR\_2010-11 \_Submitted to NAAC on 20/12/2018
- v. AQAR\_2011-12 \_Submitted to NAAC on 21/12/2018
- vi. AQAR\_2012-13 \_Submitted to NAAC on 21/12/2018
- vii. AQAR\_2013-14 \_Submitted to NAAC on 26/12/2018
- viii. AQAR\_2014-15 \_Submitted to NAAC on 29/12/2018

1.10 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

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

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

Financial Status

Grant-in-aid

UGC 2(f)

UGC 12B

Grant-in-aid + Self Financing

Totally Self-financing

## 1.10 Type of Faculty/Programme

Arts 

Science

Commerce 

Law

PEI (Phys Edu)

TEI (Edu)

Engineering

Health Science

Management

Others (Specify)

- There is D.E.L.L. in the college where the students are offered English speaking courses in regular batch as well as under Only Assessment Scheme.

1.11 Name of the Affiliating University  
(for the Colleges)

Hemchandracharya North Gujarat University, Patan

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (Specify)

UGC-COP Programmes

**2. IQAC Composition and Activities**

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni	<input type="text" value="02"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="02"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="02"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="21"/>

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders:

Total No.  Faculty  Non-Teaching Staff

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

- Faculty members were encouraged for Research and Publication activity
- Departments were encouraged to organise seminars, workshops and guest lecturers.
- A National level Seminar was organised by the Department of Gujarati.
- Blood Donation Camp, organized in the college and N.S.S. volunteers and college teachers donated blood.
- Thalassemia Test Programme was organized in the college.
- The Fund collection for the blind, done on the World Flag Day.
- Celebrated the first International Yoga Day in the college campus.

## 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
Formation of committee	-28 committees were retained with minor changes by the Principal
Student Support Programmes	-Students were taken for a field visit at Mehsana where they visited Ganpat Uni. and Vimal Oil Industries. Thereby, they had personal experience with oil industries and related business.
Department Programmes	-All the departments were asked to conduct at least one programme during the academic year.

	-Department of Gujarati organised a National Seminar
Research, consultancy & extension	<p>-Dr. K.S. Bhatt, Department of English, participated and chaired the session (as a chair person) in a U.G.C. sponsored National Seminar at G.D.Modi Arts College, Palanpur on September 22, 2015.</p> <p>-Dr. K.S. Bhatt, Department of English, was invited as a Resource person in a District level Seminar by SPIPA, District Centre, Himatnagar.</p> <p>-Dr. P.M. Joshi, Department of English, participated and chaired the session (as a chair person) in a U.G.C. sponsored National Seminar at Adivasi Arts &amp; Commerce College Bhiloda, on September 26, 2015.</p> <p>-07 students of M.A. Deptt. of Economics prepared Dissertation as a part of Research Methodology paper.</p> <p>-Two N.S.S. units have been functioning actively under the supervision of N.S.S. Programme Officers Prof. A. K. Patel, Dept. of Economics and Prof. B. G. Parmar, Dept. of Gujarati.</p> <p>A National level Seminar was organised by the Department of Gujarati. Dr. U.R. Patel extended his services as a Coordinator of the Seminar. Dr. D.B. Pateliya, Dr. B.G.Parmar &amp; Dr. R.K. Bhatt participated and chaired the sessions in the seminar</p>
Teaching Learning Evaluation	-Eminent academicians are invited from different institutes for delivering fruitful lectures in the interest of the students

*\* The Academic Calendar of the year attached as Annexure I.*

2.16 Whether the AQAR was placed in statutory body: Yes  No

Management  Syndicate  Any other body

Provide the details of the action taken.

The AQAR of the year 2015-16 was placed in the meeting with the Management and it was approved.

## Part – B

### Criterion – I

#### 1. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	----	----	----	----
PG	05	----	05	----
UG	07	----	----	----
PG Diploma	----	----	----	----
Advanced Diploma	----	----	----	----
Diploma	----	----	----	----
Certificate	----	----	----	----
Others	----	----	----	----
<b>Total</b>	12	----	05	----
Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

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

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

Pattern	Number of programmes
Semester	UG 12; PG 05
Trimester	--
Annual	--

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

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

*\*The feedback Report of students, Alumni and Parents attached as Annexure ii, iii & iv.*

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

No, there isn't any updation in syllabi during the academic year

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

**Criterion – II****2. Teaching, Learning and Evaluation**

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
31	06	22	----	03

2.2 No. of permanent faculty with Ph.D.

13

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
05	02	---	---	---	---	---	---	05	02

2.4 No. of Guest and Visiting faculty and Temporary/ Part-Time faculty

---

05

03

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	18	66	20
Presented	17	52	09
Resource Persons	—	—	02

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

- Some topics of teaching are taught with the help of Video clips and films on projector.
- Interactive teaching method is applied in the classroom, where the students remain active in the classroom.
- The students are sometimes taken on Industrial visit and thereby they have experience of having the practical knowledge of the study topics related to industry.
- Student Presentation method is applied periodically, where students present whatever they have prepared related to concerned study topics.

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

224

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

- Internal and external examinations are conducted following the affiliating university guideline.

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

09

2.10 Average percentage of attendance of students

78%

2.11 Course/Programme wise distribution of pass percentage:

U.G. Programmes:

Title of the Programme	Total no. of students appeared	Division						
		Distinction	I	II	III	Reserve & W. 0103	Fail & cancel	Pass %
1. B.A. English	193	08	63	01	01	36	84	56.47%
2. B.A. Gujarati	191	02	21	11	01	121	35	81.67%
3. B.A. Sanskrit	66	---	07	03	-----	31	25	62.12%
4. B.A. Economics	88	---	10	03	-----	24	51	42.04%
5. B.A. Psychology	74	04	05	----	-----	17	48	35.13%
<b>Total</b>	<b>612</b>	<b>14</b>	<b>106</b>	<b>18</b>	<b>02</b>	<b>229</b>	<b>243</b>	<b>60.29%</b>
6. B.Com.	431	49	107	08	-----	114	153	64.50%
<b>Total</b>	<b>431</b>	<b>49</b>	<b>107</b>	<b>08</b>	<b>-----</b>	<b>114</b>	<b>153</b>	<b>64.50%</b>

## P.G. Programmes:

Title of the Programme	Total no. of students appeared	Division						
		Distinction	I	II	III	Reserve & W. 0103	Fail & cancel	Pass %
1. M.A. English	111	01	56	31	06	14	03	97.29%
2. M.A. Gujarati	101	57	38	----	02	01	03	97.02%
3. M.A. Sanskrit	69	26	31	02	03	02	05	92.75%
4. M.A. Economics	44	13	27	02	01	01	--	100%
<b>Total</b>	<b>325</b>	<b>97</b>	<b>152</b>	<b>35</b>	<b>12</b>	<b>18</b>	<b>11</b>	<b>96.61%</b>
5. M.Com.	104	22	38	02	----	05	37	64.42%
<b>Total</b>	<b>104</b>	<b>22</b>	<b>38</b>	<b>02</b>	<b>----</b>	<b>05</b>	<b>37</b>	<b>64.42%</b>

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

1. IQAC conducts meetings to enhance teacher effectiveness
2. Insists on the enhancement of teaching quality in the institute
3. Encourages publications in state level/ national/ international level Journals.
4. Encourages faculty to attend seminars, conferences and Faculty Development Programmes to update their knowledge in their respective research field.

## 2.13 Initiatives undertaken towards faculty development:

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	02
HRD programmes	--
Orientation programmes	--
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	06
Others	06

## 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	08	14	---	13
Technical Staff	01	----	---	---

### Criterion – III

#### 3. Research, Consultancy and Extension

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

- All the faculty members encouraged to present papers in seminars/conferences
- All the faculty members encouraged to publish research articles in journals
- Faculty members encouraged to pursue research

##### 3.2 Details regarding major projects

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

##### 3.3 Details regarding minor projects

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

##### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	07	01	02
Non-Peer Review Journals	--	06	02
e-Journals	--	--	--
Conference proceedings	--	03	01

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

Range  Average  h-index  Nos. in SCOPUS

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

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

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: **01**

Level	International	National	State	University	College
Number		01			
Sponsoring agencies		Gujarat Sahitya Akademy Gandhinagar			

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	District	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides

and students registered under them

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level	<input type="text" value="200"/>	State level	<input type="text" value="02"/>
National level	<input type="text" value="---"/>	International level	<input type="text" value="---"/>

3.22 No. of students participated in NCC events:

University level	<input type="text" value="55"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="100"/>	State level	<input type="text" value="---"/>
National level	<input type="text" value="---"/>	International level	<input type="text" value="---"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="-"/>	State level	<input type="text" value="45"/>
National level	<input type="text" value="32"/>	International level	<input type="text" value=""/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="05"/>	College forum	<input type="text" value="15"/>	
NCC	<input type="text" value="04"/>	NSS	<input type="text" value="05"/>	Any other <input type="text" value="03"/>

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

- International Yoga Day was Celebrated on June 21, 2015 in the college campus, in which H.K.M. managed all the colleges joined.
- Tree Plantation Programme was arranged in the college campus on August 16, 2015. 221 volunteers from the college participated and new 71 plants were sown during the programme.
- The Fund collection for the blind was done on the World Blind Day by N.S.S. volunteers.
- Blood Donation Camp was organized in the college on December 12, 2015. N.S.S. volunteers from the college donated blood and 29 bottles of blood was collected.
- Thalesamia Test Programme was organized in the college on December 21, 2015. Total beneficiaries were 240 students of Semester I who remained present for Thalesamia Test.

## 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	15.24 acre	-	Donators	15.24 acre
Class rooms	23		Donators	23
Laboratories	03		U.G.C. Guj. Govt. Donators	03
Seminar Halls	01		U.G.C.	01
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	56280	-	U.G.C.-	56280
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	-	-	-

#### 4.2 Computerization of administration and library

- Students' Fees collection, Enrolment, Examination forms, Scholarship claims, information regarding sports activity, Salary Bill, Administrative works and so on. Some student related works are done manually too.
- The process of entering the data of some of the library books in the computer has been done. The library registration of students data is done in both the manners- manual as well as computerized.

## 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	51870	5253660	465	70664	52335	5324324
Reference Books	51892	4775355	1212	460847	53104	5236202
e-Books			--	--		
Journals	333	112788	27	19210	360	131998
e-Journals	--	--	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	50	free	--	--	50	free
Others (specify)	--	--	--	--	--	--

## 4.4 Technology up gradation (overall):

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Admin Office	Departments	Others
Existing	57 + 19 (Laptops)	15	yes	--	--	07	04 Exam Departments 01 LIBRARY 01 N.S.S. 01 N.C.C 01 NAAC 01 UDISHA	25 DELL

							01 SPORTS 19 Laptops to Faculties	
Added	--	--	--	--	--	--	--	--
Total	57 + 19 (Laptops)	15	yes	--	--	07	10 Computers 19 Laptops	25

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

- Some of the faculties display video clips of study topics on Projector for effective teaching.
- Some of the faculties of several Departments are invited by SANDHAN initiated by State Government to deliver live lectures.

4.6 Amount spent on maintenance in lakhs:

i) ICT	—
ii) Campus Infrastructure and facilities	7,02,440
iii) Equipments (Furniture)	63,904
iv) Others	48,000
<b>Total :</b>	<b>8,14,344</b>

**Criterion – V****5. Student Support and Progression**

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

- Every new entrant is given the prospectus of the college which itself displays the student support services.
- Orientation conducted on the first day for the new entrants to make them familiar with the college academic activities and the facilities available in the campus.
- IQAC with the help of non teaching staff members explains to the students the online as well as off line process of getting Govt. scholarships.

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

- Class teachers provide counseling to the students regarding academic and non-academic matters when they approach them for any help.
- Class Teachers observe the performance of the students, discuss all the study topics in the classroom and then provide them written material.
- A healthy teacher-student relationship is maintained which helps the students to improve their academics.

## 5.3 (a) Total Number of students

U.G.	P.G.	Ph. D.	<u>Others</u> M.A. /M.Com. External students	Babasaheb Amedkar Open University Students
3816	912	06	1872	404

(b) No. of students outside the state

-

(c) No. of international students

-



**P.G. Programmes:**

Last Year (2014-15)						
	General	SC	ST	OBC	Physically Challenged	Total
Boys	120	44	25	142	{ 02 }	331
Girls	234	73	100	171	{ 02 }	<u>578</u> <b>909</b>
This Year (2015-16)						
	General	SC	ST	OBC	Physically Challenged	Total
Boys	101	42	22	114	{ 03 }	279
Girls	268	75	94	196	{ 02 }	<u>633</u> <b>912</b>

**Dropout & Demand ratio:**Arts: 2015-16:

Name of the Course	Subject	Application Received	Enrolled	Drop out	Drop out Ratio	Demand Ratio
B.A.	English	202	202	10	1: 0.0495	1:1
B.A.	Gujarati	201	201	10	1: 0.0479	1:1
B.A.	Sanskrit	78	78	12	1: 0.1538	1:1
B.A.	Economics	100	100	12	1: 0.12	1:1
B.A.	Psychology	78	78	04	1: 0.0512	1:1
M.A.	English	132	132	02	1: 0.0151	1:1
M.A.	Gujarati	114	114	01	1: 0.0087	1:1
M.A.	Sanskrit	62	62	-	-	1:1
M.A.	Economics	50	50	-	-	1:1

Commerce: 2015-16

Name of the Course	Subject	Application Received	Enrolled	Drop out	Drop out Ratio	Demand Ratio
B.Com. Guj. Medium	Accountancy	318	318	12	0.0377	1:1
B.Com. Eng. Medium	Accountancy	125	125	-	-	1:1
M.Com. Guj. Medium	Accountancy	118	118	-	-	1:1

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

- UDISHA – Placement Cell arranges career guidance lectures for students at regular interval.

No. of students beneficiaries

23

## 5.5 No. of students qualified in these examinations

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

\*The students usually leave the college after graduation and they do not remain in touch with college, so the college has no record of the successful students.

## 6. Details of student counselling and career guidance

- There is a career counselling cell- UDISHA in the institute. The Cell aims to increase the efficiency of the students studying in higher education and thereby make their all round development.
- UDISHA often invites Company officials for Campus placement. The cell also makes a list of students interested in getting jobs. The cell often invites experts and scholars to guide the students for their career options.
- The Cell organizes a programme in the beginning of the First Term for the students of B.A./B.Com. about several job opportunities after their graduation.
- The Cell also organizes a motivating programme at the end of the Second Term for the students of Final year of B.A./B.Com. about several job opportunities and Competitive examinations after their graduation.
- The Cell sent 18 students of B.A./B.Com. to participate in the Personality Development Camp at Ganpat University Kherva.

No. of students benefitted

2300

## 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
--	--	--	23

### 5.8 Details of gender sensitization programmes

- Women Cell is formed with as many as ten faculty members from different departments and administrative office in the college. Women Cell is active to prevent any kind of sexual harassment to the girls of the college.
- The Cell also provides counseling to the girls off and on and guides them about women health, women's awareness regarding the laws and how to face any adverse situation.
- The Cell also recommends the students to listen the discussions on T.V. Channels and read newspapers regarding women's safety, women empowerment etc.
- Women Cell in the beginning of the term, provided counseling to the fresher girls about the activities of the cell.
- Women Cell invited Dr. A.M. Dholakia, a retired Professor to deliver an expert lecture to the girls students.
- Women Cell celebrated 8<sup>th</sup> March as World Woman Day, in which more than 50 girl students participated.

### 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

No. of students participated in Slogan Competition on Teacher's Day Celebration Programme:

*\* The detail of students' participation & achievement in Sports is attached as Annexure v.*

## 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 to the students from institution	23	13,000
Financial support to the students from government	2226	44,05,650
Financial support to the students 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:

Discipline is maintained in the college campus. If the requirement arises, strict actions are also taken for maintaining discipline. College students' complaints regarding the issues of disciplines are also solved by the Discipline Committee constituted with Principal as Convener, and ten faculty members from different departments as members.

## Criterion – VI

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

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

**Vision of the Institution is:**

- To provide quality education to all, especially to lower strata of society and having less privileged background with a view to improving the society
- To prepare a community of responsible youths with higher education and thereby build up healthy society and nation
- To motivate the students towards bright career building and work towards a harmonious social order.
- To equip the students to face challenges with courage and commitment.

**Mission of the institution is:**

- S.S. Mehta Arts & M.M. Patel Commerce College was established in the Year 1965 with a mission to become an Institution of Academic excellence.
- To impart knowledge which is empowering and value based in nature
- To increase self confidence of the students and lead them towards their development and advancement
- To create a vibrant academic atmosphere which focuses on teaching, learning, and research programmes

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

Yes, the institute tries to implement the use of ICT in most of the spheres.

The administrative work in the office is computerized.

The library is partially computerized.

One hall i.e. Seminar Hall has the facility of projector and other devices.

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

6.3.1 Curriculum Development

- As an Affiliated college the curriculum designed by Hemchandracharya North Gujarat University Patan is followed. Of course, around 09 teachers from our college are appointed as the member of Board of Studies.

6.3.2 Teaching and Learning

-Assignment submission, Paper Presentation, Viva voce etc. are arranged for the students at the end of the term.

-Guest lectures are arranged besides written tests to evaluate students' performance. This helps to improve their creativity, originality and analytical thinking.

-Through an effective system of student evaluation, a meaningful teaching and learning is assured.

-Field trips and Industrial visits are arranged to enable the students to get experience of particular fields.

- Interactive technique is adopted by way of question – answer sessions and group discussions.

-Students are guided to use library and several reference books while preparing their assignments.

-Teachers are sent for S.T.C. like Faculty Development Programmes to update their knowledge in their respective fields.

6.3.3 Examination and Evaluation

-Internal assessment as per University norms.

-Model examinations conducted by internal examination committee.

-The teachers make an analysis of the performance of students after every internal test and external examination in classroom.

-Slow learners are identified and are given extra coaching

#### 6.3.4 Research and Development

- The staffs are encouraged to submit proposals for minor projects and major projects.
- All the staff members are motivate to publish their research findings in reputed National and International journals.
- Enhancement of infrastructure facilities.

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

- Day-to-day assistance is provided to the students, teachers for searching database by the library staff whenever required.
- The college campus has been facilitated Wi-Fi connections along with CCTV surveillance.
- Goddess Saraswati Temple is established in the Campus

#### 6.3.6 Human Resource Management

- The staff Representatives take care of the requirements of the staff by discussion with Principal.
- The Management interacts with Principal at frequent intervals of time and reviews the existing positions.

#### 6.3.7 Faculty and Staff recruitment

- New five faculty members appointed for various disciplines on Merit based selection criteria by Interview Panel as per U.G.C. and Govt. of Gujarat

#### 6.3.8 Industry Interaction / Collaboration

- Students were taken for a field visit at Mehsana where they visited Ganpat Uni. and Vimal Oil Industries. Thereby, they had personal experience with oil industries and related business.

## 6.3.9 Admission of Students

- Students of all the Communities are admitted based on the Government regulated policies of reservation.
- Admission committee monitors and executes the admissions.
- Admission procedure is computerized.

## 6.4 Welfare schemes for

Teaching	-Tuition Fees concession to the Children of staff - Loan facilities through credit society
Non teaching	-Tuition Fees concession to the Children of staff - Loan facilities through credit society
Students	-Book Bank -Student Counseling centre -Scholarship to ST/SC/OBC/Minority students as per the Govt. rules -Health Centre for the treatment of students' illness -Well come programme for the fresher students -Thallemia Test for the B.A./B.Com. Semester I students

## 6.5 Total corpus fund generated

4,26,915

## 6.6 Whether annual financial audit has been done

Yes



No



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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	-	-	-	-
Administrative	Yes	P. P. Patel & Brothers	-	-

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

For UG Programmes      Yes       No

For PG Programmes      Yes       No

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

-Sitting Observer team appointed by the University in addition to flying squad to keep the watch over examination and to keep the daily account of answer sheets, and recording of any irregularities including malpractice cases.  
-Central Assessment is held for healthy evaluation process and quick declaration of results

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

-There isn't any provision for providing autonomy to the affiliated colleges in H.N.G. University Patan. Of course the faculty members of our college are in various bodies of the University, and thereby the institute has its indirect role in framing the syllabi and examination patterns.

6.11 Activities and support from the Alumni Association

- The alumni association holds meetings with their members twice a year and gives suggestions.
- The alumni association arranged two meetings and provided their feedback.

6.12 Activities and support from the Parent – Teacher Association

- The Parents association holds meetings twice a year, discusses the issues with the Principal, analyses the progress of their wards and gives suggestions.
- The Parents association held two meetings and provided their feedback.

## 6.13 Development programmes for support staff

-The Supportive staff members are counseled and guided by the Principal related to the code of conduct activities and decorum to be maintained in the academic institution.

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

-N.S.S and N.C.C. Units of the college arrange Tree-plantation programmes and cleanliness drive in the college campus.  
-The filtered water is supplied to the entire college through the R.O. plant of the college.

## 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.

- Focus on quality education
- Providing Wi-Fi facility to the entire campus

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

- Several committees organized extracurricular activities at regular interval during the year.
- Student Orientation programme was organized for B.Com. freshers.
- B.Com. final year students were taken for a field visit at Mehsana where they visited Ganpat Uni. and Vimal Oil Industries. Thereby, they had personal experience with oil industries and related business.
- Department of Gujarati organised a National level.
- Dr. B.M. Jani from Saurashtra University Rajkot delivered an expert lecture on 'Evaluation of 12<sup>th</sup> Five Year Plan'.

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

#### **Yoga Shibir:**

-The College conducted Yoga Shibir of seven days in the college campus which had a positive impact in the minds of the students and they developed the concept of yoga and its relevance in their life. They became more conscious of their health and vowed to help people by explaining them several yogic exercises.

#### **Spoken English Course:**

-The institute offers graduation and post graduation degree programme in English. The institute always tries to cater to the needs of the students. The chief aim of this course was to satisfy the demand of the college students who wanted to improve their communication skills.

*\* The details of the best practices are attached as annexure vi & vii*

## 7.4 Contribution to environmental awareness / protection

-Petrol saving Day is celebrated every year. The Teaching staff, Non-teaching staff and the students come to the college without vehicles on that day.

-Cleanliness is observed in the campus. Dustbins are placed at different places in the campus, so everybody can use them.

-Tree Plantation Programme was arranged in the college campus in which new 71 plants were sown during the programme.

7.5 Whether environmental audit was conducted?

Yes

No

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

**STRENGTHS:**

- -Well maintained campus with external facilities and infrastructure
- -Environment -friendly measures undertaken
- -Well known college in Sabarkantha Area of H.N.G. University Patan
- -Highly qualified faculty, committed to student welfare
- -Support programmes for slow learners
- -A large number of scholarships disbursed to students from marginalized and economically deprived section
- -Counselling system well planned
- -Well-equipped labs
- -Internet Facility, Wi-Fi Connections.
- -Excellent collection of books, journals in library.

**WEAKNESS:**

- All the students of the college do not participate in college activities as many students commute from nearby villages who are seen always in hurry to catch their buses and reach home.
- The weak communicative and linguistic competence of students is a major obstacle in their development.
- Weak English language proficiency of the administrative and temporary staff.
- Only one room i.e. seminar Hall is well equipped with ICT.
- Insufficiency of faculty and administrative staff.

**OPPORTUNITIES:**

- To open new Post Graduate course especially M.Com English Medium.
- Permanently affiliated to Hemchandracharya North Gujarat University Patan.
- Promoting the sense of social responsibility and instilling the national spirit among the students of the area can bring about an improvement in the social and community set up of the area.

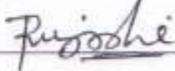
**THREATS:**

- Unavailability of better job opportunities after graduation.
- The students with good academic record prefer other job orientated courses to B.A. and B.Com. Degree course.
- Increasing number of Self Finance and Government colleges in neighboring centers.

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

- To ensure efficient and effective performance at academic and administrative level
- To encouraging Faculty members for Research and Publication
- To upgrade library by subscription to more journals and magazines
- To Organize Student Support Programmes.
- To invite experts with a view to updating the knowledge of the students
- To strengthen Career Guidance and Placement Cell

Name: Dr. Prakash Joshi



Signature of the Coordinator, IQAC  
Co-Ordinator

Internal Quality Assurance Cell (IQAC)  
S.S.Mehta arts & M.M.Patel Comm.Collage  
Himmatnagar-383001  
Dist.Sabarkantha,Gujarat

Name Dr. Dinesh Patel



Signature of the Chairperson, IQAC  
Principal

S. S.mehta Arts & M.M.Patel  
Commarce College,  
Himmatnagar (S.K.)



**Annexure I**  
**Academic Calendar Year : 2015-2016**

**June: 2015**

- The beginning of the Term : June15, 2015
- Meeting of The Staff members with Principal: June16, 2015
- Welcome day for the first year students June18, 2015
- The beginning of the Teaching work U.G. June19, 2015
- Celebration of Yoga Day : June 21, 2015

**July: 2015**

- The beginning of the teaching work P.G. July 02, 2015
- The Selection for Sports
- The Recruitment of the N.S.S. Volunteers
- The Recruitment of the N.C.C. Cadets

**August: 2015**

- Tree Plantation by NSS volunteers and NCC cadets August 16, 2015
- The Selection for the cultural Activities August 20, 2015

**September : 2015**

- The Teacher's Day Celebration in the form of slogan competition : September 05,2015
- The Fund collection for the blind on the World Blind Day by N.S.S. :
- 27<sup>th</sup> University Youth Festival September 14-16, 2015
- Meeting of The Staff members with Principal & IQAC and discussion on Internal Examination September 23,2015
- Internal Examination September 24-30,2015

**October : 2015**

- Internal Examination continue
- Oct./Dec. Examination by University

**November : 2015**

- Oct./Dec. Examination by University continue
- The End of the First Term : November 07, 2015
- The Diwali Vacation : November 09, 2015 to November 22, 2015

- The beginning of the Second Term : November 23, 2015

**December : 2015**

- Various day's Celebration
- Blood Donation Programme December 12, 2015
- Educational tour
- Motivational Lecture organized for students
- Thalesamia Check-up for the students of first semester B.A./B.Com. December 21, 2015

**January : 2016**

- A weekly Camp/ Shibir by N.S.S. at Khedawada, Dhareshwar from January 15 to January 21, 2016.
- Republic day Celebration January 26, 2016

**February : 2016**

- One Day National Seminar by Gujarati Department February 18, 2016
- Meeting of The Staff members with Principal & IQAC and arrangement of Internal Examination February 26, 2016
- The beginning of Internal Examination February 29, 2016

**March :2016**

- Internal Test (continue) March 1 2016 to March 22, 2016
- An analysis of Budget-2016 by Prof. A.P.Doshi, Department of Commerce

**April : 2016**

- University Examination
- End Of the Academic Year April 26, 2016
- Summer Vacation: April 27, 2016 to June 14, 2016.

## Annexure:ii

## Executive summary of students' feedback for the year 2015-16

As an institution, we believe that the feedback from students on various aspects of education provided by the college, is one of the best tools for academic performance measurement and performance management. For the academic year 2015-16, we have collected students' feedback on various aspects related to education and allied educational services provided by our college. Samples were taken from both the faculties and all the subjects were included in the survey. Samples were selected on Random basis. Students were given full freedom to express their opinions. Ballet paper style was applied and no concern teacher was present at the time of opinion poll. Entire survey was administered by the persons not directly connected with students, to avoid any type of undue influence. Five scale system was adopted.

Following broad areas were included. Satisfaction level is indicated against each area/criteria.

Sr. No.	Criteria	Level of satisfaction (%)
1	Quality of Curriculum	99.5
2	Completion of syllabi	97.3
3	Facility of Library	97.3
4	Office Administration	98.2
5	Guidance provided by Teachers	100
6	Physical facility	97.3
7	Examination system	98.2
8	Total Administration	97.3
9	Do you suggest other for admission in this college(Yes)	85.5
10	Overall rating 3 or more out of 5 (more than or equal to 60%)	98
	Overall rating 5 out of 5	45

<b>Student feedback for the year 2015-16</b>
--

**Quality of Curriculum**

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	Excellent	102	46.2	46.2	46.2
	Very Good	90	40.7	40.7	86.9
	Good	28	12.7	12.7	99.5
	Poor	1	.5	.5	100.0
	Total	221	100.0	100.0	

**Completion of syllabi**

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	Excellent	131	59.3	59.3	59.3
	Very Good	70	31.7	31.7	91.0
	Good	14	6.3	6.3	97.3
	Poor	6	2.7	2.7	100.0
	Total	221	100.0	100.0	

**Facility of Library**

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	Excellent	71	32.1	32.1	32.1
	Very Good	100	45.2	45.2	77.4
	Good	44	19.9	19.9	97.3
	Poor	6	2.7	2.7	100.0
	Total	221	100.0	100.0	

**Office Administration**

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	Excellent	86	38.9	38.9	38.9
	Very Good	101	45.7	45.7	84.6
	Good	30	13.6	13.6	98.2
	Poor	4	1.8	1.8	100.0
	Total	221	100.0	100.0	

## Guidance provided by Teachers

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	Excellent	128	57.9	57.9	57.9
	Very Good	72	32.6	32.6	90.5
	Good	21	9.5	9.5	100.0
	Total	221	100.0	100.0	

## Physical facility

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	Excellent	55	24.9	24.9	24.9
	Very Good	112	50.7	50.7	75.6
	Good	48	21.7	21.7	97.3
	Poor	6	2.7	2.7	100.0
	Total	221	100.0	100.0	

## Examination system

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	Excellent	98	44.3	44.3	44.3
	Very Good	98	44.3	44.3	88.7
	Good	21	9.5	9.5	98.2
	Poor	4	1.8	1.8	100.0
	Total	221	100.0	100.0	

## Total Administration

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	Excellent	96	43.4	43.4	43.4
	Very Good	90	40.7	40.7	84.2
	Good	29	13.1	13.1	97.3
	Poor	6	2.7	2.7	100.0
	Total	221	100.0	100.0	

## Do you suggest other for admission in this college

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	Yes	189	85.5	85.5	85.5
	No	32	14.5	14.5	100.0
	Total	221	100.0	100.0	

## Your overall rating of the college out of 5

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	1 out of 5	3	1.4	1.4	1.4
	2 out of 5	1	.5	.5	1.8
	3 out of 5	40	18.1	18.1	19.9
	4 out of 4	76	34.4	34.4	54.3
	5 out of 5	101	45.7	45.7	100.0
	Total	221	100.0	100.0	

### Annexure : III

#### Executive summary of feedback from Parents for the year 2015-16

Feedback from various stakeholders proves fruitful to decide the reputation of the institution. It is one of the best tools to measure academic performance, management, governance and facilities provided to the students in the institution.

We collected feedback from Parents manually on various aspects of the institution. We tried to collect information on institution itself and various services offered to their ward during their studies. The feedback form was circulated to 126 parents and they were free to answer the questions of the feedback form without any watch over them. The survey was conducted in an unbiased way and the analysis of the feedback was made with SPSS software. Four scale system was adopted for it.

The findings of the feedback from Parents was as below.

<b>Sr.No</b>	<b>Criteria</b>	<b>Level of satisfaction %</b>
1	<b>Admission process</b>	<b>83.3</b>
2	<b>Library facilities of college</b>	<b>88.9</b>
3	<b>Academic environment</b>	<b>84.9</b>
4	<b>Sports &amp; Cultural activities of the college</b>	<b>92.1</b>
5	<b>Curriculum of your ward</b>	<b>89.7</b>
6	<b>Counseling &amp; Guidance by the teachers</b>	<b>81.7</b>
7	<b>Existing examination system</b>	<b>81.7</b>
8	<b>Discipline in the college</b>	<b>77.0</b>
9	<b>Activities of the Placement Cell</b>	<b>88.1</b>
10	<b>General impression of the college</b>	<b>85.7</b>

## Frequencies

### 1.How is the academic atmosphere in the college ?

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	EXCELLENT	11	8.7	8.7	8.7
	VERY GOOD	65	51.6	51.6	60.3
	GOOD	29	23.0	23.0	83.3
	POOR	21	16.7	16.7	100.0
	Total	126	100.0	100.0	

### 2.How is the admission process in the college ?

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	EXCELLENT	3	2.4	2.4	2.4
	VERY GOOD	44	34.9	34.9	37.3
	GOOD	65	51.6	51.6	88.9
	POOR	14	11.1	11.1	100.0
	Total	126	100.0	100.0	

### 3.What is your opinion about library facilities ?

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	EXCELLENT	20	15.9	15.9	15.9
	VERY GOOD	46	36.5	36.5	52.4
	GOOD	41	32.5	32.5	84.9
	POOR	19	15.1	15.1	100.0
	Total	126	100.0	100.0	

### 4.How will you judge sports& cultural activities in the college ?

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	EXCELLENT	22	17.5	17.5	17.5
	VERY GOOD	57	45.2	45.2	62.7
	GOOD	37	29.4	29.4	92.1
	POOR	10	7.9	7.9	100.0
	Total	126	100.0	100.0	

**5. Give your opinion about the curriculum of your ward ?**

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	EXCELLENT	5	4.0	4.0	4.0
	VERY GOOD	43	34.1	34.1	38.1
	GOOD	65	51.6	51.6	89.7
	POOR	13	10.3	10.3	100.0
	Total	126	100.0	100.0	

**6. Give your opinion about students' counseling & guidance by the teachers.**

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	EXCELLENT	6	4.8	4.8	4.8
	VERY GOOD	41	32.5	32.5	37.3
	GOOD	56	44.4	44.4	81.7
	POOR	23	18.3	18.3	100.0
	Total	126	100.0	100.0	

**7. What is your opinion about the examination system?**

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	EXCELLENT	12	9.5	9.5	9.5
	VERY GOOD	54	42.9	42.9	52.4
	GOOD	37	29.4	29.4	81.7
	POOR	23	18.3	18.3	100.0
	Total	126	100.0	100.0	

**8. How will you judge the atmosphere of discipline in the college?**

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	EXCELLENT	1	.8	.8	.8
	VERY GOOD	26	20.6	20.6	21.4
	GOOD	70	55.6	55.6	77.0
	POOR	29	23.0	23.0	100.0
	Total	126	100.0	100.0	

**9. Give your opinion about the activities of the Placement Cell in the college.**

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	EXCELLENT	5	4.0	4.0	4.0
	VERY GOOD	65	51.6	51.6	55.6
	GOOD	41	32.5	32.5	88.1
	POOR	15	11.9	11.9	100.0
	Total	126	100.0	100.0	

**10. What is the general impression of the college on you? How will you rate it?**

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	EXCELLENT	5	4.0	4.0	4.0
	VERY GOOD	50	39.7	39.7	43.7
	GOOD	53	42.1	42.1	85.7
	POOR	18	14.3	14.3	100.0
	Total	126	100.0	100.0	

### Annexure : IV

#### Executive summary of feedback from Alumni for the year 2015-16

Feedback from various stakeholders proves fruitful to decide the reputation of the institution .It is one of the best tools to measure academic performance, management, governance and facilities provided to the students in the institution.

We collected feedback from alumni students manually on various aspects of the institution. We tried to collect information on institution itself and various services offered to them during their studies. The feedback form was circulated to 130 students and they were free to answer the questions of the feedback form without any watch over them. The survey was conducted in an unbiased way and the analysis of the feedback was made with SPSS software. Four scale system was adopted for it.

The findings of the feedback from Alumni was as below.

<b>Sr.No</b>	<b>Criteria</b>	<b>Level of satisfaction %</b>
<b>1</b>	<b>Admission process</b>	<b>90.8</b>
<b>2</b>	<b>Academic environment</b>	<b>81.5</b>
<b>3</b>	<b>Facilities of the college</b>	<b>93.1</b>
<b>4</b>	<b>Library facilities provided to you</b>	<b>90.0</b>
<b>5</b>	<b>Teachers' preparation for lecture</b>	<b>93.1</b>
<b>6</b>	<b>Teachers' attitude</b>	<b>96.9</b>
<b>7</b>	<b>Overall impression of the college</b>	<b>91.5</b>
<b>8</b>	<b>Punctuality of teachers</b>	<b>95.4</b>
<b>9</b>	<b>Teachers' accessibility for guidance</b>	<b>75.4</b>
<b>10</b>	<b>Quality of feedback from</b>	<b>85.4</b>

**1.How was the adission process in the college ?**

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	EXCELLENT	31	23.8	23.8	23.8
	BEST	63	48.5	48.5	72.3
	GOOD	24	18.5	18.5	90.8
	AVERAGE	12	9.2	9.2	100.0
	Total	130	100.0	100.0	

**2.How was the academic atmosphere in the college ?**

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	EXCELLENT	22	16.9	16.9	16.9
	BEST	55	42.3	42.3	59.2
	GOOD	29	22.3	22.3	81.5
	AVERAGE	24	18.5	18.5	100.0
	Total	130	100.0	100.0	

**3.Give your opinion about the facilites of the college to the students ?**

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	EXCELLENT	22	16.9	16.9	16.9
	BEST	67	51.5	51.5	68.5
	GOOD	32	24.6	24.6	93.1
	AVERAGE	9	6.9	6.9	100.0
	Total	130	100.0	100.0	

**4.What is your opinion about library facilities ?**

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	EXCELLENT	28	21.5	21.5	21.5
	BEST	58	44.6	44.6	66.2
	GOOD	31	23.8	23.8	90.0
	AVERAGE	13	10.0	10.0	100.0
	Total	130	100.0	100.0	

**5.How was the teachers' preparation for lecture ?**

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	EXCELLENT	26	20.0	20.0	20.0
	BEST	69	53.1	53.1	73.1
	GOOD	26	20.0	20.0	93.1
	AVERAGE	9	6.9	6.9	100.0
	Total	130	100.0	100.0	

**6.How was the teachers' dealing with the students ?**

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	EXCELLENT	28	21.5	21.5	21.5
	BEST	70	53.8	53.8	75.4
	GOOD	28	21.5	21.5	96.9
	AVERAGE	4	3.1	3.1	100.0
	Total	130	100.0	100.0	

**7.What is your general evaluation of the college ?**

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	EXCELLENT	36	27.7	27.7	27.7
	BEST	51	39.2	39.2	66.9
	GOOD	32	24.6	24.6	91.5
	AVERAGE	11	8.5	8.5	100.0
	Total	130	100.0	100.0	

**8.Were the teacher easily accessible for guidance ?**

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	EXCELLENT	83	63.8	63.8	63.8
	BEST	18	13.8	13.8	77.7
	GOOD	23	17.7	17.7	95.4
	AVERAGE	6	4.6	4.6	100.0
	Total	130	100.0	100.0	

**9. Were your lectures taken regularly ?**

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	EXCELLENT	87	66.9	66.9	66.9
	BEST	11	8.5	8.5	75.4
	GOOD	32	24.6	24.6	100.0
	Total	130	100.0	100.0	

**10. Did you like this feedback form ? Rate it.**

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	EXCELLENT	7	5.4	5.4	5.4
	BEST	56	43.1	43.1	48.5
	GOOD	48	36.9	36.9	85.4
	AVERAGE	19	14.6	14.6	100.0
	Total	130	100.0	100.0	

**ANNEXURE-V****Sports Achievements for the year 2015-16****National level achievements by our students:**

----- Nil -----

**State level achievements by our students:**

----- Nil -----

**Selection in Uni./State/National Team:**

Total 26 students were selected in the inter-state team of Hemchandracharya North Gujarat University Patan in the academic year 2015-16, out of which 11 were male students and 15 were female students.

Total 173 students were selected at state level team as under:

<b>No.</b>	<b>Event Name</b>	<b>Male students</b>	<b>Female students</b>
1.	Table Tennis	02	02
2.	Volley Ball	12	12
3.	Basket Ball	12	01
4.	Foot Ball	16	16
5.	Cross country	05	05
6.	Kabaddi	12	12
7.	Badminton	03	03
8.	Cricket	15	15
9.	Wrestling	03	--

10.	Judo	03	--
11.	Cycling	06	06
12.	Athletics	06	06
<b>Total</b>	<b>All Events</b>	<b>95</b>	<b>78</b>

Total 29 students were selected at national level team as under:

No.	Event Name	Male students	Female students
1.	Table Tennis	--	01
2.	Volley Ball	--	03
3.	Basket Ball	05	01
4.	Foot Ball	01	02
5.	Kabaddi	02	01
6.	Badminton	--	01
7.	Cricket	02	02
8.	Cycling	03	05
<b>Total</b>	<b>All Events</b>	<b>13</b>	<b>16</b>

**Participation in several sports events organized by the University:**

Our College students participated in the following events:

1. Table Tennis: (Male & female students):

Female team: 3<sup>rd</sup> place ; 01 female student selected for inter university team

2. Volley Ball (Male & female students):

Female team – 3<sup>rd</sup> place; 03 female students selected for inter university team

3. Basket Ball: (Male & Female students)

Male team: Champion; 05 student selected for Inter University team

Female team: Direct Selection; 01 female student selected for inter university team

4. Foot Ball (Male & Female students)

01 male student selected for Inter University team

Female team – 3<sup>rd</sup> place; 02 female students selected for inter university team

5. Cross country (Male & Female students)

6. Kabaddi (Male & female students)

Male team: 4<sup>th</sup> place; 02 students selected for inter university team

7. Badminton (Male & female students)

Female team – 4<sup>th</sup> place in Singles; 01 female student selected for Inter University team

8. Cricket (Male & Female students)

02 students selected for inter university team

02 female students selected for inter university team

9. Judo (Male students)

10. Wrestling (Male students)

11. Cycling (Male & Female students)

Male team: 2<sup>nd</sup> place; 03 students selected for inter university team

Female team – Champion; as many as 05 female students selected for inter university team

**Participation in the events conducted by other institutions:**

----- Nil -----

**Tournaments conducted by our institution:**

- 1. Our institution organized Inter-college Basket Ball Tournament for Boys.**

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**Annexure-VI**  
**Best Practice - I**

**Title: Yoga Shibir**

**Goal:**

- To improve the health of students
- To get qualitative achievement in study
- To contribute the building of healthy nation
- To live a peaceful life with spiritual experience

**The Aim of the Practice:**

- To avoid stress and live healthy life
- To refrain students from anger, restlessness, boredom, frustration, excessive worry etc.
- To concentrate more on qualitative study
- To get physical as well as mental happiness and make the students free from stress and problems of life.

**The Context:**

Prof. B.G. Parmar, Department of Gujarati participated in Yoga Training Camp at Patanjali Yoga Vidyapith, Haridwar as a representative of Sabarkantha district in 2007-08. He took complete training under the supervision of Baba Ramdevjee. Principal Dr. V.N. Raval, keeping in mind the Yoga skills of Dr. B.G. Parmar and his interest in teaching Yoga to the students, framed a Yoga & Health Committee in the college with Dr. B.G. Parmar as Convener, and five faculty from different departments as members. The committee decided to give Yoga training to the college students. Thereby, the Yoga Shibir was organized during the Second Term; the college students were given the training for Yoga skills early in the morning from 7.00 a.m. to 8.00 a.m. for a week by the Yoga & Health Committee. Prior to Yoga Shibir, Yoga & Health Committee celebrated the very first International Yoga Day on 21<sup>st</sup> June 2015 in the open ground of college, in which all the in-campus colleges joined and thereby an awareness and interest towards yoga increased in the society.

**The Practice:**

The practice is unique as it motivates the students towards the health consciousness. As the yoga exercise is about health awareness, it generates healthy atmosphere among the students

as well as society. Along with practical training, using practice booklet for learning yogic skills increases confidence in them. Yoga & Health Committee invites well known doctors of the city in the shibir and thereby imparts health awareness to the students. Mr. Shishpaljee Rajput, the master trainer and state representative extends his services in guiding the students for yogic skills. Such practice helps them to initiate the process of teaching yoga to people in their area. It thus, focuses on the scope of social activity at various levels on the part of the students. Total participants were 412 in the academic year 2015-16.

#### **Evidence of Success:**

- The programme of Yoga encourages and motivates the students.
- The students participate actively in yoga programme and ready to extend the programme for more days.
- The students enjoy good health and mental peace.
- After getting the Yoga training successfully by the end of their college study, they teach yoga to different people in their nearby houses, streets and areas and thereby grab the opportunity to serve the community and get blessed.
- The Students and people have found this yoga awareness programmes very useful and informative for life, also a means of livelihood.
- Some of the students visited Patanjali Yoga Vidyapeeth Haridwar and got training and blessings of Swami Ramdevjee.
- The activity of Yoga has been appreciated by the college authority and college management. Moreover, all the news agencies took notice of this activity and made it a news into their news papers.

#### **Resources Required:**

- The students who are interested in Yoga exercise voluntarily
- Mike, mattress and Banner
- Convener and members of Yoga and Health committee as trainers

#### **Problems Encountered and Solutions:**

- In the beginning it was difficult to convince the students to spare extra time for such activity.

- The students commuting from villages faced difficulties in the beginning due to unavailability of S.T. buses early in the morning.
- Yoga activity was scheduled from 7.00 a.m. to 8.00 a.m. keeping in mind the students commuting from rural area.
- With the celebration of International Yoga Day on 21<sup>st</sup> June 2015, more awareness of Yoga came among students and they enthusiastically joined this activity.
- Yoga committee continuously tries its best to avert the difficulties of the students.

## **Annexure :VII**

### **Best Practice-II**

#### **Title: Spoken English Course for college students**

##### **Goal:**

- To enable the college students to talk in English
- To guide them to learn English language and communicate in it
- To enable them to develop accuracy and fluency in communication
- To make them free from psychological fear and develop confidence among them.

##### **The aim of the practice:**

Department of English is one of the most dynamic departments in the college. The institute offers graduation and post graduation degree programme in English. The Department of English consists of four full time lecturers. The institute always tries to cater to the need of the students. The chief aim of this course was to satisfy the demand of the students of final year of graduation who lacked proficiency in communication skills.

##### **The Context:**

The existing situation of the college as well as the town states the lack of proficiency of communicative skills among the students. As everyone knows good communicative skills are essential in today's competitive world for building career in any field. Of course, there are number of so called spoken English courses available in the market, but there also they fail to learn the basic skills of communication. So, the D.E.L.L. tries to cater to the needs of the college students. The SCOPE Only Assessment Scheme registration was kept open for all the students, who study in the college. The course was of two week duration i.e. from January 28 to February 10 2016.

##### **The Practice:**

- The practice is unique as the proficiency of communicative skills is the need of today.
- The course made them familiar with all the four basic language learning skills – Listening, Speaking, Reading and Writing.
- It made them free from psychological fear and other barriers.
- It helped them to feel self-assured and confident.

- The course helped them to get enough practice to appear in SCOPE examination and have Cambridge University Certificate.

**Evidence of Success:**

- The students who opt for only assessment scheme to appear in SCOPE examination have found this course very useful for their career and expected result in SCOPE examination.
- 30 students were registered for the course and all of them enthusiastically attended the class.
- It proved blessing for the students who belong to economically backward classes as it is not affordable for them to get admission in D.E.L.L. to study English language skills.
- All the students participated interestingly in the programme and are ever eager and enthusiastic to attend such more programmes.

**Resources required:**

- A group of language learners
- A class room and D.E.L.L.
- Enthusiastic and scholar teachers
- Projector, CDs, White Board etc.

**Problems Encountered and Solutions:**

- In the beginning the students felt awkward to spare extra time for such activity.
- All the students who joined the course of Spoken English have found it very useful.
- It is comparatively more important for the rural students as the lack of communicative skill often cause an obstacle in building their social and professional career.
- All of them participate keenly in such programmes and ready to attend such more programmes.

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