

Part – A

I. Details of the Institution

1.1 Name of the Institution

SMT.N.C. & B.V.GANDHI MAHILA
ARTS & COMMERCE COLLEGE

1.2 Address Line 1

883, DIMOND CHOWK

Address Line 2

BHAVNGAR

City/Town

BHAVNAGAR

State

GUJARAT

Pin Code

364001

Institution e-mail address

gandhimahilacollege@gmail.com

Contact Nos.

0278-2203180

Name of the Head of the Institution:

Dr.SHREEDEVI D DAVE

Tel. No. with STD Code:

0278-2203180

Mobile:

919427323056

Name of the IQAC Co-ordinator:

SHREE H.N.DEVLUK

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

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)

1.5 Website address:

Web-link of the AQAR:

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B ⁺⁺	81.55	2004	2009
2	2 nd Cycle	B	2.72	2009	2014
3	3 rd Cycle			2015	
4	4 th Cycle				

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

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

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 (09/01/2015)
- ii. AQAR 2010-11 submitted to NAAC on (09/01/2015)
- iii. AQAR 2011-12 submitted to NAAC on (09/01/2015)
- iv. AQAR 2012-13 submitted to NAAC on (09/01/2015)
- v. AQAR 2013-14 submitted to NAAC on (09/01/2015)

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)

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1.12 Name of the Affiliating University (for the Colleges)

S.N.D.T WOMEN'S UNIVERSITY, MUMBAI

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

Autonomy by State/Central Govt. / University	<input type="text" value="-"/>		
University with Potential for Excellence	<input type="text" value="-"/>	UGC-CPE	<input type="text" value="-"/>
DST Star Scheme	<input type="text" value="-"/>	UGC-CE	<input type="text" value="-"/>
UGC-Special Assistance Programme	<input type="text" value="-"/>	DST-FIST	<input type="text" value="-"/>
UGC-Innovative PG programmes	<input type="text" value="-"/>	Any other (<i>Specify</i>)	<input type="text" value="-"/>
UGC-COP Programmes	<input type="text" value="-"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="13"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02+02"/>
2.3 No. of students	<input type="text" value="02"/>
2.4 No. of Management representatives	<input type="text" value="02"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="-"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="09"/>
2.8 No. of other External Experts	<input type="text" value="-"/>
2.9 Total No. of members	<input type="text" value="31"/>
2.10 No. of IQAC meetings held:	<input type="text" value="4"/>

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

- Preparing the annual report for NAAC.
- To sustain quality education at UG and PG level.

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
1).To develops computer skill of students apart from their routine study. 2). To adopt inter disciplinary approach in classroom teaching 3).To encourages research work among students and teachers. 4).To promote co-curricular and sports activities for students	1). Computer courses introduced 2). Teachers adopted inter disciplinary approach 3). Guidance is given for research work to PG students 4). Students achieved prizes, ranks and medals in sports and other competitions 5). Batches of SCOPE were conducted.

5).To enhances English knowledge for the students.	
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* 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

- Suggestions given to the teachers to improve class-room teaching.
- Data collected from every criterion in-charge to prepare the annual report.

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				
PG			02	
UG	02		01	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				-
Others				
Total	02		03	-
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	√

Trimester	
Annual	

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

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

*Please provide an analysis of the feedback in the Annexure

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

M.A ,M.Com Syllabuses are changed

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
		18 + 1 Part Time		

2.2 No. of permanent faculty with Ph.D.

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
-	17	-						-	17

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended			
Presented papers			
Resource Persons			

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

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

180

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

Bar Coding, Valuation, Photocopy

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

03 -BOS		
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2.10 Average percentage of attendance of students

82%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A III Sem VI	176	3.41	32.95	46.02	4.55	-
B.COM.III Sem VI	179	10.06	39.11	29.05	8.38	-
BMS III SEM VI	38	26.32	52.63	15.79	-	-
M.COM II SEM IV	55	29.09	58.18	9.09	1.82	-
M.A II SEM IV	80	15.00	45.00	16.25	5.00	-

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

- The IQAC of the college not only sees whether the classes are conducted regularly or not but also gives suggestions to the teachers regarding their teaching. The IQAC tries to sustain quality education both at UG and PG level. Every year, teachers' appraisal forms are filled up.

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	-
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	09	12	-	12
Technical Staff	19	17	-	09 + 26

Criterion – III

3. Research, Consultancy and Extension

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

Teachers are encouraged to peruse and present research papers in national/international conferences for which on duty leave , travelling allowance are given .one of the teachers has submitted PhD . thesis to Saurashtra University and one visiting faculty is doing research for M.Phil.

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	-	-	10-Research Proposal Presented/Submitted in National /International conferences.
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	-	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

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

3.19 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 State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

- Two students of our college as NSS volunteers took part in Gujarat Government's KCG training at Ahmadabad.
- Parents- teachers meeting is held in every semester.
- Various programmes are organized by the alumni association of the college.

- Our two NSS volunteers participated in Adventure Camp and A week camp at Simla.

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	5993.01 Sqmt. (1.4809 Acres)	-	-	5993.01 Sqmt. (1.4809 Acres)
Class rooms	19	-	-	19
Laboratories	02	-	-	02
Seminar Halls	02	-	-	02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	01	UNION	01
Value of the equipment purchased during the year (Rs. in Lakhs)	-	114425	UNION	114425
Others	-	-	-	-

4.2 Computerization of administration and library

- At the initial stage, admission procedure is done manually but then the entire process of admission is completed through computer. All the details of the students are entered database into the computer. Software of fees has been prepared. Fees are taken from the students through computer. Various certificates are prepared through computer. Moreover, reports to be sent to the Management, University, and State Government have been computerized.
- All the works of administration is done through computer. Even when admissions are given to students, the computer is used optimally. Besides, examination is given to students by using computer to prepare question papers, results, mark sheets etc.
- We refer www.sndt.digitaluniversity.ac, www.egyan.org.in and www.ugc.ac.in for computerization in administration of the college.
- Computer searching Facility for faculty & All Student's in the library.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	75866	47,38,049	377	1,05,890	76243	48,439,39
Reference Books						
e-Books						
Journals	76	14569	08	3540	84	18109
e-Journals						
Digital Database	Soul Software					
CD & Video	644	47953	21	3759	665	51712
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	63	01	11	-	-	-	-	-
Added	27	01	10	-	-	-	-	-
Total	90	02	21	-	-	-	-	-

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

- We started using the latest software for the technology up-gradation as follows :
 - 1) Online PG papers from the University.
 - 2) E-return software for EPF in account department.
- Computer and internet access and training to teachers and student

Sr. No.	Work	No. of Student\Teacher
1	Project Presentation(B.com1-Vocational Student)	65
2	Website Presentation(B.com3-Vocational Student)	48
3	Computer Workshop	20
4	Computer Project Seminar	150
5	Computer Certificate Course	100

4.6 Amount spent on maintenance in lakhs:

i) ICT	-
ii) Campus Infrastructure and facilities	-
iii) Equipments	-
iv) Others	-
Total:	-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Notice is circulated in all class-rooms informing about all types of services available to students including scholarships, physical facilities, rights of the students, access to learning material from library, opportunities to participate in co-curricular activities, awards and prizes for rank holders etc.
- Besides, during the meetings with the students, they are informed about the facilities the college provides.

5.2 Efforts made by the institution for tracking the progression

- Development of various skills of students through Co-curricular activities.
- With the objective of youth development awareness cultivation, youth conference was organized by rearmament institute of Panchagani.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1187	326		

(b) No. of students outside the state

-

(c) No. of international students

-

No	%
-	

No	%
1513	100

Men

Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
978	63	39	467	05	1552	932	66	21	492	02	1513

Demand ratio

Dropout % : 19.51

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

- Various Courses of computer.
- SCOPE classes conducted.
- An Intellectual aptitude test organized.
- Kalpana Dave General Knowledge Competition arranged.
- By-sac Centre of the college gives advantage of the lectures of various subject experts to the students.

No. of students beneficiaries

209

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

- Latent potential of the students is extracted through counseling.
- Social problems of the students are also solved through counseling.
- Guidance is provided for the carrier building of the students.

No. of students benefitted

-

5.7 Details of campus placement: The College runs udisha placement cell for this purpose.

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
02	600	-	-

5.8 Details of gender sensitization programmes

- A seminar was organized on legal education introducing family laws.
- One Day Legal education camp was organized at Jalalpur.
- Anti Ragging committee and a committee against gender harassment are active in the college.

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 event

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 - Seva Samiti	24	28,100
Financial support from government- SC,ST,OBC	426	12,01,774

Financial support from other sources- Donor	36	54000
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

<p>Vision:-</p> <p>We are committed to provide world-class education to women for their economic, social, cultural and personal upliftment with an ultimate objective of improving their quality of life in totality.</p> <p>Mission:-</p> <p>We are striving to develop a model institute of higher studies for women in various fields. For this, we have</p> <ul style="list-style-type: none"> • To employ and retain dedicated and learned teachers of high morale; • To establish transparent administration; • To add continually new branches/subjects, vocational courses and promote various co-curricular activities. • To build adequate infrastructural facilities; • To establish world-class management system; • To comply related requirements in spirit; • To improve continually in all aspects

6.2 Does the Institution has a management Information System

<p>From time to time, the principal of the college meets the management and during the meetings, information about the progression of the college is given to the trustees and the members of the management. The Principal also informs the management the problems of the teachers as well as the students.</p>

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

6.3.1 Curriculum Development

S.N.D.T. University has introduced the semester system at B.A.-III/B.Com.-III level in 2011-12 and the new papers were added to every subject but new syllabus has not been introduced 2012-13.

In the year 2012-13, semester system was introduced at B.A.-III and B.Com.-III level. In B.A.-III Sociology and Economics sem-5, research methodology and in sem-6 statistic were introduced so that the students can be motivated to research work.

6.3.2 Teaching and Learning

In the year 2012-13 the new syllabus has been introduced at P.G. level in semester system in which oral test, project, assignment and seminar methods were included. In M.A. and M. Com., semester-4, research work and practical training were also included. BMS students prepare project in each semester as per their subject and thereby used the practical knowledge of their subject a part from their theory learning.

In order to know the basics of management and its principles, BMS students go outside the college for industrial visit. The list of the same is as follows.

Industrial visit in 2012-13

Sr. no.	Date	Name of the industries
1	09/06/2012	Havemore Ice-cream Pvt. Ltd., Ahmadabad
2	09/06/2012	Ganesh Masala Pvt. Ltd., Ahmadabad
3	23/07/2012	Balaji Vefers Pvt. Ltd., Rajkot
4	23/07/2012	Jyoti CNC Automobile Pvt. Ltd., Rajkot
5	12/12/2012	Baroda Dairy, Vadodara
6	20/12/2012	Steel Cast Pvt. Ltd.
7	23/12/2012	G.P. Manglani food Pvt. Ltd.

6.3.3 Examination and Evaluation

In the year 2012-13 University introduced new semester system 50 marks internal and 50 marks external in internal examination students external in internal examination students should work projects, assignment, viva and written test. So equal weight age given to internal evaluation as well as external evaluation.

6.3.4 Research and Development

- All our teachers give guidance for research work at Ph.D. and M.Phil level as a when needed to our alumni students. They guide for data collection data analysis and also descriptive note.
- Students doing M.B.A., B.B.A., M.C.A. & B.Ed. Are given guidance in their projects.
- In B.M.S. Department, Project work is compulsory and teachers give guidance in this same.

Sr. No.	Name of Teacher	Title of the Research Work
1	Dr.Smt. S.P.Parmar	Research paper submitted at college level on 'The Competition Commission of India'
2	Prof. Smt. Gitaben Acharya	Research paper send at Surat in national seminar on 'Reflection of society on cinema and literature' and research paper presented in the international seminar at Dhulia on 'jivi ek pranay Milan'
3	Prof.Smt.Ranjanben Gohil	Ph. D. on going on 'Political Participation on Women' in Panchayatiuraj with special reference to women sarpanch of Bhavnagar district. Selected as a recourse person after doing research on 'In Gujarati Literature after 1980 women sensitivity'
4	Prof. Smt. Lailaben Rajabali	Research paper sends at Surat in national seminar on 'Reflection of society on cinema and literature'.
5	Dr. Ku. Jagrutiben Pandya	Research paper presented in second Vishva Veda Meet at Ujjain on 'Nisarg Chikitsa in Atharva Veda'. Research paper presented in a national seminar at Palitana on 'Naidhama Kaha and Gita'
6	Dr.Dhayabhai Pandya	Ph. D. Conferred on 'Moral Lesions in Shorts Stores of Mohan Rakesh'
7	Smt. Shilpaben Bhhat	<ol style="list-style-type: none"> 1. Ph. D. thesis submitted to Bhavnagar University 2. Research paper presented in 65th all India commerce conference at Mumbai on 'Long Term Impact of Change of Pharmaceutical' 3. Research paper presented in international conference at Nirma University on 'Marketing of Unorganized Sector'. 4. Research paper published in ISBN-13020 Journal in IFRSA Business on 'Team Effectiveness'. 5. Research paper presented in international economy on Management on 'Organizational Health' at Udaipur. 6. Research paper presented on 'A Study on Private Bank's Employee of Bhavnagar'.
8	Shri Milanbhai Umarliya	Research continued on 'Consumer Behaviour' for M. Phil'

6.3.5 Library, ICT and physical infrastructure / instrumentation

- 1) Computer searching Facility for faculty & All Student's.
- 2) After 4 o'clock a general library open for B.M.S. and M.A./M.Com Student's
- 3) CD & DVD Provided for Student's & Staff.
- 4) BMS Student's provided for Facility BMS kit book.
- 5) Project Report Facility are Provided for Student's.
- 6) Exhibitions of Reference books CDs & DVD & Employment books were available so that students could use these books properly.

6.3.6 Human Resource Management

The institute organizes training and development programs for the teachers as well as office staff.

6.3.7 Faculty and Staff recruitment

Our teaching faculty and office staff are made of grant-in-aid and self-fiancé .The recruitment of the former is done as per government and UGC rules and regulations .However, no recruitment as been done for the last four years in grant-in-aid staff. The recruitment of the Self-Finance staff is done at the local level by the principal and the management.

6.3.8 Industry Interaction / Collaboration

Sr. No.	Name of the Institute	Local Level	State Level	National Level	International Level
1	Gujarat University , Ahmadabad	----	√	----	----
2	S.N.D.T. Women's University, Mumbai	----	----	√	----
3	Nirma University, Ahmadabad	----	√	----	----
4	Foram For Free Enterprise, Mumbai	----	----	√	----
5	I.N.F.L.I.B.N.I.T., Ahmadabad	----	√	----	----
6	Sarkari Medical College, Bhavnagar	√	----	----	----
7	Traffic Police Office, Bhavnagar	√	----	----	----
8	Bhavnagar District Jail, Bhavnagar	√	----	----	----
9	Sarkari Bagayat Office, Bhavnagar	√	----	----	----
10	ICDS Office,, Bhavnagar Municipal Corporation, Bhavnagar	√	----	----	----
11	Indian Red Cross Society, Bhavnagar & Ahmadabad	----	√	----	----
12	Knowledge Consortium of Gujarat, KCG, Ahmadabad		√		
13	Old Age Home, Bhavnagar	√			
14	Children Home, Bhavnagar	√			
15	Gram Daxina Murti School, Manar, Alang	√			
16	NCC 3 rd Gujarat Girls Battalion. Bhavnagar, Ahmadabad, Baroda, Lakhtar, Kapadvanj, Delhi, Ajmer, Punjab, Manali	√	√	√	
17	Vikas Vartul Trust, Bhavnagar	√			
18	Excel Industries, Bhavnagar	√			
19	Valiya College, Bhavnagar	√			
20	Sarkari Ayurvedic College, Bhavnagar	√			
21	Scope Cambridge ESOL, Ahmadabad		√		√
22	Tripada (TMPL), Ahmadabad		√		
23	Indian Red Cross Society, Bhavnagar		√		
24	Rotary Interwheel Club, Bhavnagar	√			√
25	UGC, New Delhi			√	

31	Asia Pleto Moral Re-Armoment, Panchgani, Pune				√
32	Sanskrit Bharti, Ahmadabad		√		
33	Shishuvihar Trust, Bhavnagar	√			
34	Gujarati Author Organization, Ahmadabad		√		
35	Saurashtra Samachar, Bhavnagar	√			
36	P.T. Mahila College, Surat		√		
37	Prohibition Department, Bhavnagar	√			
38	Bhavnagar Blood Bank, Bhavnagar	√			
39	Sir T. Hospital, Bhavnagar	√			
40	Sri Santsreya Education Trust, Bhavnagar	√			
41	Vivekanand Training & Research Institute, Bhavnagar	√			
42	C.R. Bhatt Training Center, Bhavnagar	√			
43	Mukta Laxmi Maha Vidhayalay, Bhavnaga	√			
44	Lok Bharti, Sansora	√			
45	Indian Management Association, Ahmadabad			√	
46	Samarpan Dhyan Kendra, Bhavnagar	√			
47	Akashwani, Rajkot		√		
48	Nandkunvarba Kanya Vidhyalay, Bhavnagar	√			
49	Gandhi Smriti Trust, Bhavnagar	√			
50	Maitry Trust, Surat		√		
51	Mahila Mandal, Bhavnagar	√			
52	Shishuvihar Trust, Bhavnagar	√			
53	Workheart Hospital, Bhavnagar	√			
54	Bajaj Standard Life Insurance			√	
55	HDFC Standard Life Insurance			√	
56	Bharti Axa Life Insurance			√	
57	Vodafone, Ahmadabad		√		
58	ICICI Pro. Life Insurance			√	
59	TMPL, Ahmadabad		√		

66	Sri Vivekanand Memorial Trust, Vadodara		√		
67	Loksevak Mandal, Bhavnagar	√			
68	District Jail, Bhavnagar	√			
69	Prajapati Brahmakumari Ishwariya Vishv Vidhyalay		√		
70	NCC 3rd Gujarat Girls Battalion, Bhavnagar	√			
71	Jalalpur Gram Panchayat, Gadhada	√			
72	Shamaldas Arts College, Bhavnagar	√			
73	Maharshi Sandipati Vedvidhya Pratisthan, Ujjain			√	
74	Rotary Club of Bhavnagar	√			
75	Red Cross Society, Bhavnagar	√			
76	Sanskrit Bharti, Ahmadabad		√		
77	Shishuvihar Sanstha, Bhavnagar	√			
78	Bhavnagar Mahaseva Sadan, Bhavnagar	√			
79	Gujarat Vidhyapith, Ahmadabad		√		

6.3.9 Admission of Students

In the beginning of every academic year, the students are given admissions in the first year on the first-come-first basis.

6.4 Welfare schemes for

Teaching	-
Non teaching	-
Students	1) Bakshi panch (OBC) 2) SC 3) ST 4) Seva Samiti 5) Donors

6.5 Total corpus fund generated

-

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	No	-	Yes	IQAC
Administrative	No	-	Yes	IQAC

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?

From time to time, the university calls our teachers who are in board of studies and other statutory bodies and gives instructions regarding Examination Reforms.

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

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6.11 Activities and support from the Alumni Association

SR.No	Date	Name of Programme	Number of beneficiaries
1	28/7/2012	Honouring Retired principal Shree Dhirubhai Dandhukiya & Welcome function of Dr. Shridevi Dave	150
2	2/8/2012	Visit to District Jail on Rakshabandhan Day	450
3	9/3/1012	Meeting of the members of Sanskrit	
4	16/3/2012	International Women's Day celebration	

6.12 Activities and support from the Parent – Teacher Association

Every year, the college organizes parents meeting for the students of arts & commerce faculties as well as BMS faculty.

6.13 Development programmes for support staff

Lectures of Shree J.M.Bhatt and Shree Dhiren Vaishnav were arranged for the office staff.

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

Every year, the NSS unit of the college organizes programs like cleanliness of the campus, cleanliness of the college building, tree plantation etc. The NSS students take care of the planted trees by watering them regularly. Besides, in the campus dustbins have been installed to keep the campus neat and clean. There is also the provision for disposal of dirty water in the campus. From time to time, the garbage is taken away so that the campus area may not be polluted.

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.

- A new syllabus was introduced at PG level in which oral test and project, seminar, assignment methods were used.
- Similarly, research and internship were introduced at M.Com level.

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

- Computer courses like Basic + M.S Office, Tally, Internet, CCC, DTP, Vocational courses were introduced.
- ISSN, ISBN publication of 05 papers, 02 teachers doing PhD, 01 doing MPhil, Participation of teachers in 02 International Seminars and in 04 National seminars, 01 teacher completed PhD.
- A seminar on how to learn English
- Skill development, income generating programs, professional updating, quality of life improvement, general awareness, traffic awareness, Malnutrition commercial art, Sugam Sangeet class etc by Adult and Continuing Education Department of the college.
- Championship in 10 competitions organized by Excel Crop Care Ltd.
- Khelmahakumbha- our student Kumari Dhara Dave got 01 rank in table tennis with a medal and the cheque amounting Rs.5000/-.
- Our NCC student Kumari Hetal Sambat got scholarship of Rs.12000/- from Sahara.

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

- Computerization of administration and the process of admission-Student database Software of fees.
- Technology up gradation such as online PG papers from the university, E-return software of EPF in account section of the office.
- The college has provided a separate rest room facility for the physically challenged students

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

7.4 Contribution to environmental awareness / protection

- College cleanliness by NSS and Samudayik Seva Dhara.
- Cleanliness of the village, graveyard, water tanks, gutters and roads etc.

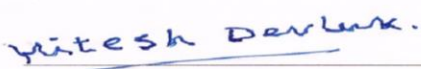
7.5 Whether environmental audit was conducted? Yes No

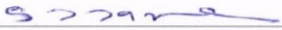
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)


- More facilities for ladies rest room with a commode were provided.
- DELL Lab Facility for students.
- SCOPE batches conducted and each student was paid Rs.1500/- under the skill voucher scheme of Gujarat Government.
- Student participation in voting awareness camp organized by Election Commission.

8. Plans of institution for next year

- To emphasize research work for students and staff.
- Office management training.
- Online admissions.
- Gymnasium facility for girl students.

Name HITESH N DEVLUK

Signature of the Coordinator, IQAC

Name Dr.SHREEDEVI D DAVE

Signature of the Chairperson, IQAC


I/C. Principal
Smt. N.C. Gandhi & B.V. Gandhi
Mahila Arts & Commerce College
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