

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

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

### Part – A

#### 1. Details of the Institution

1.1 Name of the Institution

Anand Commerce College, Anand

1.2 Address Line 1

Opp.: Town Hall

Address Line 2

Shri Ramkrishna Seva Mandal  
Campus

City/Town

Anand

State

Gujarat

Pin Code

388001

Institution e-mail address

Principal\_acc@yahoo.com

Contact Nos.

02692 - 250769

Name of the Head of the Institution:

Prin. (Dr.) V. M. Vanar

Tel. No. with STD Code:

-----

Mobile:

98792 16684

Name of the IQAC Co-ordinator:

Shri D. B. Trivedi

Mobile:

9428488015

IQAC e-mail address:

devtrivedi2000@yahoo.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

GJCOGN13728

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC/47/A&A/19 dated 29-1-2009

1.5 Website address:

www.acc.ac.in

Web-link of the AQAR:

[http://www.acc.ac.in/2017/iqac\\_aqr\\_reports\\_2017-](http://www.acc.ac.in/2017/iqac_aqr_reports_2017-)

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	2.21	2009	Five Year
2	2 <sup>nd</sup> Cycle	<b>B++</b>	<b>2.76</b>	<b>2016</b>	<b>Five Year</b>
3	3 <sup>rd</sup> Cycle	---	---	---	---
4	4 <sup>th</sup> Cycle	---	---	---	---

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

15/06/2009

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

2017-18

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 2016-17 26<sup>th</sup> July 2017

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)

Certificate Course in English

1.12 Name of the Affiliating University (for the Colleges)

Sardar Patel University, Vallabh Vidyanagar

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

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

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and  
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders:

No.

4

Faculty

2

Non-Teaching Staff Students

2

Alumni

1

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

Item /Title of the quality initiative by IQAC	Date & duration	Number of Participants/beneficiaries
Two IQAC Meetings in each semester	- 30/06/2017 - 14/02/2018	- 25 in First Meeting - 25 in Second Meeting
Feedback from Students and Stakeholders	- 30/01/2018 - 31/01/2018	- Sample size was 25 in each Class
Internal Audit by Trust	- 15/03/2018	- 3 Members from Trust
Provided ICT training to Faculties	On Last Saturday of Every month.	- All Teaching and Non teaching Staff

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/Outcomes
Admission: All Seats in B Com BBA Gen , BBA IB, BCA to be filled	Target Achieved in B Com and BBA Gen Partially in BCA and BBA IB
To arrange students oriented academic as well as extra- curricular activities	- Arranged library visit to acquaint with latest books of various subjects. - Organised expert's lecturer on "Yoga". Organised patriotic songs competition, Mehndi competition, Hair Style competition, Elocution competition, Best out of Waste, Rangoli competition.
NCC	Two Students went to RDC
NSS	Regular Camp Annual Camp Tree Plantation Cleanliness Camp Blood Donation Camp Eye Check Up Camp
Guest Lectures	15 Guest Lectures were delivered by experts.
Publications	05
Alumni Meet	The Batch of the BBA met on 18/02/2018
RUSA Grant	Successfully submitted the proposal for the RUSA Grant
Celebration of Important Days	<ul style="list-style-type: none"> <li>• Independence Day</li> <li>• Musical Morning</li> <li>• Republic Day</li> <li>• Sports Day</li> </ul>

\* 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

## 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	---	---	---	---
UG	4	---	2	---
PG Diploma	---	---	---	---
Advanced Diploma	---	---	---	---
Diploma	1	---	---	1
Certificate	1	---	1	---
Others	---	---	---	---
<b>Total</b>	6	---	3	1
Interdisciplinary	---	---	---	---
Innovative	---	---	---	---

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	4
Trimester	---
Annual	2

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

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

*\*Oral Feedback is taken*

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

As per UGC guidelines in 2107 updation of syllabus was done where Faculty played an active role as Member of Board of Studies

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

No

## Criterion – II Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	24	---	08	---	16

2.2 No. of permanent faculty with Ph.D. 03

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
	---	6	---	---	---	---	---	---	---	6

2.4 No. of Guest and Visiting faculty and Temporary faculty 2 --- 20

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	---	10	---
Presented papers	01	01	---
Resource Persons	---	01	---

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

Assignments, Power Point Presentation on Various Topics

2.7 Total No. of actual teaching days during this academic year 204

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

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 07 07 07

2.10 Average percentage of attendance of students 80%



2.11 Course/Programme wise  
distribution of pass percentage :

Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
B Com II	485	283	<b>57.52</b>
B Com IV	388	279	<b>70.99</b>
B Com VI	357	279	<b>77.50</b>
BBA II	69	48	<b>68.57</b>
BBA IV	40	22	<b>55</b>
BBA VI	42	34	<b>79.07</b>
BBA IB II	10	09	<b>90</b>
BBA IB IV	13	11	<b>84.62</b>
BBA IB VI	13	9	<b>69.23</b>
BCA II	50	40	<b>80</b>
BCA IV	45	41	<b>91.11</b>
BCA VI	43	43	<b>100</b>

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

1. By organising semester wise evaluation of results of various courses.
2. To motivate faculties to participate and paper presentation at State/National/International seminars.
3. Guide to attend FDP and Workshops.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	04
UGC – Faculty Improvement Programme	04
HRD programmes	---
Orientation programmes	---
Faculty exchange programme	---
Staff training conducted by the university (FDP)	02
Staff training conducted by other institutions	---
Summer / Winter schools, Workshops, etc.	14
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	6	9	---	5
Technical Staff	---	---	---	---

## Criterion – III Research, Consultancy and Extension

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

1. Motivated faculty to attend and present research papers in various seminars, Conferences and also motivated to attend work shop.
2. Faculty members are motivated to pursue Ph.D. in the area of Commerce and Management, Economics.
3. Students are also motivated to participate and present papers in seminar.

### 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	01	04	---
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

3.9 For colleges

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

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

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

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

3.13 No. of collaborations

International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
---	---	---	---	---	---	---

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  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

- Eye Checkup Camp
- Medicine Distribution to Senior Citizens
- Blood Donation
- Tree Plantation
- Campus Cleaning drive
- Red Ribbon Club
- Women Self Defence
- Health Nutrition
- Voters Awareness program
- Aid to blind association
- AIDS Awareness
- Thelesemia Check-up
- Mahendi Competition
- Rangoli Competition
- Hair-Style
- Best Out of Waste
- Yoga

## Criterion – IV Infrastructure and Learning Resources

### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	1.67 acres	---	---	---
Class rooms	39	---	---	---
Laboratories	03	---	---	---
Seminar Halls	01	---	---	---
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	01	01	UGC	30400
Value of the equipment purchased during the year (Rs. in Lakhs)	0.70	30400 HP Laser Printer	---	---
Others	---	---	---	---

### 4.2 Computerization of administration and library

Process of Office Administration is computerized and Library is partially computerized.

### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	15565	1703642	436	81560	16001	1785202
Reference Books	9953	1747201	33	40730	9986	1787931
e-Books	-	-	-	-	-	-
Journals	26	23120	-	-	18	22750
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	28	-	-	-	28	-
Weeding (Hard & Soft)	-	-	-	-	-	-
Library Automation	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	127	85	10	---	30	12	---	---
Added	---	---	---	---	---	---	---	---
Total	127	85	10	---	30	14	---	---

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

Internet Connections, Computer Training to Office Staff

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.325	
ii) Campus Infrastructure and facilities	0.39	Shade Parking
iii) Equipments	---	
iv) Others	---	
<b>Total :</b>	<b>0.71</b>	

## Criterion – V Student Support and Progression

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

1. To motivate the teachers for the use of ICT in education.
2. To ensure employability by inviting more companies to campus.
3. To organize industrial visits and educational tours to make students aware about Corporate World.
4. To teach weak students by arranging extra classes.
5. To support the students financially if any.

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

- 1) Feedback is taken from students
- 2) Teacher looks after the problems of students.
- 3) Regularly asks the faculty to submit their workbook.

### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
	---	---	---

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

---
-----

### (c) No. of international students

---
-----

	No	%		No	%
Men	744	49	Women	774	48.74

Last Year						This Year					
General	SC	ST	OBC	Laghumati	Total	General	SC	ST	OBC	Laghumati	Total
1141	22	63	222	70	1518	1156	87	24	259	60	1588

Demand ratio > 1

Dropout % 5.40 (**Note: Drop out including NPOTA**)

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

1. Personality Development Programme
2. Scope
3. Certificate Course in English

No. of students beneficiaries

150

### 5.5 No. of students qualified in these examinations

NET	<input type="text" value="---"/>	SET/SLET	<input type="text" value="---"/>	GATE	<input type="text" value="---"/>	CAT	<input type="text" value="---"/>
IAS/IPS etc	<input type="text" value="---"/>	State PSC	<input type="text" value="---"/>	UPSC	<input type="text" value="---"/>	Others	<input type="text" value="---"/>

### 5.6 Details of student counselling and career guidance

- Class wise and subject wise counselor are appointed
- Organize special programme for various competitive exam.
- Counseling in choosing core and elective subjects under CBCS pattern.

No. of students benefitted

### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01	220	03	50

### 5.8 Details of gender sensitization programmes

- College has a women cell which organising various programmes like seminars, karate coaching, guest lectures and women empowerment programmes.

### 5.9 Students Activities

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

State/ University level  National level  International level

#### No. of students participated in cultural events

State/ University level  National level  International level

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

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level



### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	----	----
Financial support from government	326	1011670
Financial support from other sources	33	63100
Number of students who received International/ National recognitions	---	---

Note: \* The financial assistance is given by Sardar Patel Alumni Association USA as per the education fees of the students

### 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: Nil

## Criterion – VI Governance, Leadership and Management

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

**Vision:** To inspire and to prepare every student to be passionate lifelong learner and productive investment participant in the local and global community

**Mission:** To develop human resources to discover and disseminate knowledge to extend knowledge and its application beyond the boundaries and stimulate society by developing in student heightened intellectual, culture and human sensitivities, professional and technological expertise and a sense of purpose.

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

Yes. The course has MIS for the academic and administrative functioning of the college.

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

#### 6.3.1 Curriculum Development

As the members of various boards of study, the faculty of the college, offer necessary suggestions for revising the syllabi as per CBCS pattern.

#### 6.3.2 Teaching and Learning

The teaching & learning process in the college is done with the help of ICT enabled lectures, assignments & project discussion with two-way communications.

#### 6.3.3 Examination and Evaluation

1. Internal examinations are conducted along with written examination – Assignments are given for the evaluation of their Academic status.

#### 6.3.4 Research and Development

1. Faculty actively participate in various Seminars, Workshops and Conferences.
2. Faculty also present Papers and publish it.
3. Some faculty serve as resource person in various seminars, workshops and conferences

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

1. During the academic year 466 books have been added to the college library including reference books.
2. Our library is partially computerized.
3. SOUL Software installed
4. Subscribed INFLIBNET

### 6.3.6 Human Resource Management

1. Regular staff meeting is conducted for academic & extracurricular curriculum.
2. Our Faculties are attending Refresher, Orientation Programme, Workshops & Training Programmes periodically as per the requirement
3. Gap of vacant posts is filled by Management from its own resources for the interest of the college

### 6.3.7 Faculty and Staff recruitment

1. The faculty & staff recruitments is done as per the rules & norms of State Government, UGC & Shri Ramkrishna Seva Mandal policy.
2. For the interest of college the management appoints faculty & staff from its own resources

### 6.3.8 Industry Interaction / Collaboration

Various faculties of the college have established a reasonably good linkage with the neighboring industries for arranging industrial visits, guest-talks and preparation of project report.

### 6.3.9 Admission of Students

The students are admitted to the various courses, according to the government and Sardar Patel University norms.

### 6.4 Welfare schemes for

Teaching	Teachers Welfare Fund of SPU, Group Insurance, LTC and SPUATA Welfare Fund, GPF, CPF & Gratuity as per government norms.
Non teaching	Group Insurance, Group LTC, GPF, CPF & Gratuity as per government norms.
Students	Govt. Merit base Scholarship, Students participate in NSS, NCC & Sports Programmes and provided welfare schemes.

6.5 Total corpus fund generated

1581181

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	KCG	Yes	Finance Coordinator of SRKSM
Administrative	Yes	RKSM	Yes	Finance Coordinator of SRKSM

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?

Framed ER committee

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

Invited Faculty members in Board of Studies & Other important committees.

6.11 Activities and support from the Alumni Association

The Alumni Association makes suggestion for improvement of academic activities.

6.12 Activities and support from the Parent – Teacher Association

The parents-teachers association looks after the needs of the students, helps to maintain discipline of the college and supports cultural activities.

6.13 Development programmes for support staff

1. The training programme is arranged by Shri Ramkrishna Seva Mandal for administrative staff particulars in the area of computer, accountancy, income tax etc.
2. Uniform is provided to support staff.

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

Under the banner of NSS, Tree Plantation programme is arranged regularly to keep the campus green. And use of Plastic is avoided in campus and campaigning is done for the same.

## Criterion –VII 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.

SUKRIT – A campus Magazine namely SUKRIT is published twice a year covering the achievements of faculties and students.

Reader's Club – This is a unique club under the aegis of Shri Ramkrishana Seva Mandal. This club organizes lecture on a variety of subjects throughout the year. The last Saturday of every month. Renowned personalities in the fields of Literature, Management, Commerce, and Women Empowerment are invited. The faculty members also deliver lectures in the gathering of members of the Reader's Club.

Gyanpath – It is an innovative academic initiative of SRKSM. Every year in the Gyanpath college participates (Academic Fair). The faculty members provides counseling in choosing a specific programme for students.

Eco Club – This club maintains the college environment and surrounding areas.

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

- IQAC submitted the AQAR for the year 2016-17.
- Organised Alumni Meet.
- Faculty participated in 10 National & 2 International seminars. Also presented 10 papers and 01 of the faculties played the role of resource persons.
- Organised Patriotic song competition, Mahendi, Hair Style, Elocution, Best out of Waste and rangoli Competition.
- Few faculty members took ICT training at ACC computer centre.
- Sports day celebration with various games.
- Organised Job Fair 'UDAN – 2017' by Shri Ramkrishna Seva Mandal.
- Community services like Eye Check-up Camp, Blood Donation, Thelesemia Test, Cleanliness drive, Tree Plantation, Medicine Distribution etc.

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

**1). Title of the Practice:** Certificate Course in English

**Goal:**

Gujarat is a progressive state and a good command over written and spoken. English can enhance job opportunities for the students. A good knowledge English has become inevitable for higher education. Keeping in view this, the college continued **Certificate Course in English**.

**The Context:**

More than 80% of the students who seek admission in first semester B Com English Medium have passed their last qualifying examination in the Gujarati Medium. Our experience shows that the English language becomes a barrier when the medium of instruction is English for Gujarati students. The students and their guardians requested the college to start classes for the English language. As a result the college decided to introduce Certificate Course in English for the newly enrolled students. The faculty of the college Dr. A. K. Yagnik played a very important role in framing the syllabus and adopting result oriented approaches in teaching written and spoken English. The course is recognized by Sardar Patel University.

**The Practice:**

The students were given ample opportunities to speak English for all practical purposes instead of the structural approach, new, communicative English language teaching method was applied which was highly appreciated by the students. For listening comprehension ICT based components were used. Classroom presentation by the students, interactive and technology based methods contributed significantly in the learning process.

Regular classes were held in the early morning before regular college hours after receiving suggestions from the students.

**Evidence of Success:**

The college received an overwhelming response from the students. The evidence is reflected in the result, in the year 2018 the result of the course was 100%. The external examination was conducted by the University. Every year the number of students opting for Certificate Course in English is rapidly increasing.

**Problems encountered:**

- The number of students is restricted by the University.
- The Language lab needs updation with latest technology.
- Some students found timing inconvenient.

## **2). Title of the Practice: NCC**

### **Objective of the Practice:**

- To enalcate the spirit of discipline and patriotism in the young generation.
- TO motivate the students to contribute significantly in the welfare activities.
- To train the students for piloting for specific events.
- To train the students to pass ‘C’ certificate examination.

### **Context:**

A large number of students from surrounding areas join the college and after passing graduation they want to make their career in the state police department and paramilitary forces. For all these opportunities NCC ‘C’ certificate is given a considerable weightage. So the college provides platform in this area. TSC is also an important component NCC activities. It provides military training to the students. There is an acute need for organizations of programmes related to prohibition, dedication and cleanliness for the welfare of the community.

### **The Practice:**

A special Orientation Programme was organised to promote NCC in the college. Every Sunday parade is conducted in the college campus. The students also participate in the extension activities of NSS and have achieved remarkable success. Practice sessions were held for TSC camp. The students actively participated in NIC Ahmedabad, NIC West Bengal and NIC Bharatpur Programme.

### **Evidence of Success:**

- There are 165 registered cadets in the unit.
- 20 students took training in firing.
- The students won three trophies and five medals in NIC West Bengal.
- Anasari Razia was declared the best cadet of Gujarat.
- 3 cadets cleared ‘C’ certificate exam with ‘A’ grade.
- 4 students were selected for TSC camp, New Delhi.
- Two Students went to RDC.

### **Problems encountered:**

There is no regular under officer for NCC. The caretaker performs the duty. The caretaker does not get any financial incentive. There is need for a bigger NCC room.

#### 7.4 Contribution to environmental awareness / protection

- 1) In spite of Shortage of Space, the proactive management has been making sincere efforts in maintaining the clean environment clean and green.
- 2) The use of plastic bag and plastic material is banned in the college premises.
- 3) Pavers' block are laid to make the premises dust free.
- 4) In monsoon, sapling planted and well maintained.
- 5) Campus cleanliness drive programme is organised by the NSS unit of the college.
- 6) The subject environment studies is taught to the students as per the UGC guidelines
- 7) Poster making competition is organised on the theme of Environmental Protection and Global Warming.
- 8) Solid Waste and E Waste are properly disposed under the direction of the management of the college.

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:**

- Positive rapport between students and teachers.
- About 50% girls' students from surrounding areas of Anand city.
- Fully qualified highly experienced and learned galaxy of teaching staff
- Lowest cost of education.
- Highest number of students among all the colleges of Sardar Patel University.

**WEAKNESSES:**

- Scarcity of Land space for further development.
- Absence of a state of the art Conference Hall in the college.

**OPPORTUNITIES:**

- We can increase proficiency in computers among faculty and administrative staff.
- With the increasing population and the cut throat competition in education, we can see that our institution has a good positive prospect.
- Faculty members are motivated to work more in the area of research.

**THREATS:**

- To work with limited infrastructure.
- Social pressure on our students to work part time or full time during their education.



## 8. Plans of institution for next year

- To take steps to submit AQAR of 2018-19.
- To emphasis make on extra-curricular activities for overall development of students.
- Planning for adding and encouraging more and more community services.
- To put more efforts for placement of students.
- To organize a National Seminar
- To introduced Finishing school concept for better career option.
- To create Wi-Fi campus.
- To enhance skill development programme.
- To strengthen UDISHA club.
- To increase budget for research.

Name ***D B Trivedi***

Name: Prin. (Dr.) V. M. Vanar

***Associate Professor***  
*Signature of the Coordinator, IQAC*

***I/C Princiapl***  
*Signature of the Chairperson, IQAC*

\*\*\*

**Abbreviations:**

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

\*\*\*\*\*