

**Patel J.B.R.Arts, Patel A.M.R. Commerce &  
Patel J.D.K.D. Science College, Borsad –  
388540 (Arts, Commerce & Science College,  
Borsad)**

**AQAR 2015-16.**

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

### Part – A

#### 1. Details of the Institution

1.1 Name of the Institution

Patel JBR Arts, Patel AMR Commerce and Patel JDKD  
Science College, Borsad.

1.2 Address Line 1

Beside Civil Court,

Address Line 2

Surya Mandir Road,

City/Town

Borsad.

State

Gujarat.

Pin Code

388540

Institution e-mail address

borsadcollege@yahoo.com

Contact Nos.

02696 - 220519

Name of the Head of the Institution:

Mr. R. M. Patel (I/C Principal)

Tel. No. with STD Code:

02696 - 220519

Mobile:

9825471927

Name of the IQAC Co-ordinator:

Dr. S. J. Dabhi

Mobile:

9426220688

IQAC e-mail address:

borsadcollege@yahoo.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

GJCOXX 13772

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 /68  
Dated: 29/01/2009

1.5 Website address:

[www.acscollegeborsad.com](http://www.acscollegeborsad.com)

Web-link of the AQAR:

<http://www.acscollegeborsad.com/site/AQAR-15-16.pdf>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	2.82	2009	Up to 29/01/2014
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

15/06/2008

1.8 AQAR for 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 \_\_\_\_\_ 16/04/2010 \_\_\_\_\_
- ii. AQAR \_\_\_\_\_ 06/05/2011 \_\_\_\_\_
- iii. AQAR \_\_\_\_\_ 26/04/2012 \_\_\_\_\_
- iv. AQAR \_\_\_\_\_ 26/04/2013 \_\_\_\_\_
- v. AQAR \_\_\_\_\_ 26/04/2014 \_\_\_\_\_
- vi. AQAR \_\_\_\_\_ 26/04/2015 \_\_\_\_\_

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)

1.12 Name of the Affiliating University (*for the Colleges*)

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

NIL

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

**2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="06 + 01(Principal)"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text" value="-"/>
2.4 No. of Management representatives	<input type="text" value="-"/>
2.5 No. of Alumni	<input type="text" value="-"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="-"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="-"/>
2.8 No. of other External Experts	<input type="text" value="02"/>
2.9 Total No. of members	<input type="text" value="10"/>
2.10 No. of IQAC meetings held	02
2.11 No. of meetings with various stakeholders: No.	<input type="text"/> Faculty <input type="text" value="-"/>
	Non-Teaching Staff <input type="text" value="-"/> Students <input type="text" value="-"/> Alumni <input type="text" value="✓"/> Others <input type="text" value="Parents"/>
2.12 Has IQAC received any funding from UGC during the year? Yes	<input type="text" value="-"/> No <input type="text" value="✓"/>
If yes, mention the amount	<input type="text" value="-----"/>
2.13 Seminars and Conferences (only quality related):	NIL

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

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#### 2.14 Significant Activities and contributions made by IQAC

- |   |
|---|
| <ul style="list-style-type: none"> <li>❖ Made suggestions to the Principal for enhancement of quality education and development of infrastructural facilities</li> <li>❖ Held periodical meetings with the Principal and the staff</li> <li>❖ Aailed Student Feedback Performa to all the faculty members, guided and directed them to take and to analyze the feedback.</li> </ul> |
|---|

#### 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
Seeking necessary permission from the present authority of the management for commencing the NAAC reaccreditation work	The present chairman of the management Mr. J. R. Patel has informally given permission for the second cycle. The IQAC has requested the principal to get formal permission at the earliest so that the work can be started.
Availing a separate room equipped with necessary furniture for NAAC reaccreditation work	The IQAC office has been given by the management on our request.
Appointing some more members on the NAAC committee / IQAC giving equal representation to each faculty so as to make the NAAC reaccreditation work more collective and cordial	The matter was discussed during the meeting of the IQAC and it has been decided that all the staff members will be involved in various sub committees to make the accreditation work easy.
NAAC recommends AAA and there has	No initiative has been taken yet to get the

been a clause also in the AQAR inquiring about AAA status of the college. IQAC, hereby, suggests to get the college accredited by AAA this year	college accredited by AAA this year.
Equipping classes with electronic devices and instruments already purchased by the college with the U G C financial assistance	The room number 10 of the college has been equipped with projector and other devices.
Maintaining water purifier and cooler for the staff as well as the students	Water purifier and cooler have been serviced.
Subscribing for necessary journals	No new journal has been subscribed for.
Enhancing Alumni Association and Parents-Teachers Association activities	A meeting of Alumni Association and Parents-Teachers Association was held on 02/04/2016.
Filling up the vacant teaching and non-teaching positions	Efforts were made to fill the posts and as a result one Associate Professor of Hindi and Commerce.
Shifting and renovating the Auditorium on the ground floor.	It has been decided that the Auditorium of the college will be shifted to room number 10 on the ground floor.

**Please see ANNEXURE 1 (Annual Academic Calendar)**

2.15 Whether the AQAR was placed in statutory body    Yes  No

Management  Syndicate  Any other body



Provide the details of the action taken

The IQAC of the college discussed in detail the various requirements of the college for the fulfilment of the formulated plan mentioned in the AQAR of the previous year. All the requirements were listed and submitted to the principal of the college for further action. The college endeavoured hard to implement the plan presented in the last AQAR. The Annual Academic Calendar was made comprising all the planned activities. Attempts were made to see that all the teaching-learning, co-curricular and extra-curricular activities were done in accordance with the formed plan. All the teachers, also conveners of various committees, did all the activities sticking to their annual plans. They mentioned their daily activities in their academic diaries.

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	06	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
<b>Total</b>	<b>06</b>	<b>-</b>	<b>-</b>	<b>-</b>

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	06
Trimester	-
Annual	-

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

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

Please see ANNEXURE 2 (Analysis of Feedback of Parents and Alumni)

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

Regulations or Syllabi are decided by concerned boards / committees of the university.

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

NIL

**Criterion – II**

**2. Teaching, Learning and Evaluation**

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	27	08 (04 Adhyapak Sahayak)	16	-	-

2.2 No. of permanent faculty with Ph.D.	12
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2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	-	-	01	-	-	-	01	05	02	05

2.4 No. of Guest and Visiting faculty and Temporary faculty	-	-	05
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level	Local Level
Attended	01	02	06	02
Presented	03	22	05	
Resource Persons				01

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

- ❖ Availing text-books, reference books, e-materials, linkages for study.
- ❖ Completion of syllabus with revisioning.
- ❖ Class-room seminars.
- ❖ Regular Assignments.
- ❖ Co-Curricular Activities and Extension Activities.
- ❖ Arranging Guest Lectures and Coaching Classes
- ❖ Arranging Educational Tours

2.7 Total No. of actual teaching days during this academic year	241
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2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Examinations are conducted as per the schedules and norms formed by the university.

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

15 Members of BOS of S P University	-	-
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2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage:

<b>Result – April - 2015</b>									
<b>No</b>	<b>Class</b>	<b>Total Students</b>	<b>Ist Class with Distinction</b>	<b>Ist Class</b>	<b>IInd Class</b>	<b>Pass</b>	<b>Total</b>	<b>College Result%</b>	<b>Uni. Result %</b>
1	BA SEM-II	212		02	32	28	62	29.24	43.09
2	BCOM SEM-II	256	01	03	49	67	120	46.87	53.25
3	BSC SEM-II	295	01	Nil	18	13	32	10.84	49.41
4	BA SEM-IV	158		01	22	74	97	61.39	57.6
5	BCOM SEM-IV	207		05	44	46	95	45.89	44.41
6	BSC SEM-IV	204	02	05	34	16	57	27.94	57.92
7	BA SEM-VI	180		10	45	44	99	55.55	44.73
8	BCOM SEM-VI	168		03	22	15	40	23.8	47.04
9	BSC SEM-VI	120		01	01	10	12	10	41.84

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

- ❖ IQAC makes suggestions to the Principal with respect to teaching and learning.
- ❖ Prepare Annual Academic Calendar.
- ❖ Take students feedback on teachers.
- ❖ Conduct term-wise meetings of the cell to make suggestions, to evaluate work progress and to enhance follow-up action.
- ❖ Conduct informal meetings / gatherings with the staff to enhance class-room teaching and learning

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	01
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	05	18	-	06
Technical Staff	04	04	-	-

### Criterion – III

#### 3. Research, Consultancy and Extension

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

- ❖ Established Minor / Major Research Project Committee to avail guidance to the faculty.
- ❖ Makes suggestions to the Principal to encourage the faculty to arrange activities like seminars, paper presentations etc.
- ❖ Makes sure the regular availability of e-resources is supplied for 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	09	01	-
Non-Peer Review Journals	-	-	-
e-Journals	03	-	-
Conference proceedings	-	-	-
Magazine / Periodical	-	-	-

##### 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)	-	-	-	-
<b>Total</b>	-	-	-	-

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

ii) Without ISBN No.  Papers in Edited books

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	-	-	-	-	-
-	-	-	-	-	-

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	150	State level	-
National level	-	International level	-
District Level	04	College Level	150

3.22 No. of students participated in NCC events:

University level	72	State level	13
National level	02	International level	52

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	01
NCC	18	NSS	19
		Any other	-

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

**Please see ANNEXURE 3 (Extension Activities –NSS and NCC Activities)**

**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	3.46 Acres	-	Local	-
Class rooms	25	-	Local + UGC	25
Laboratories	05	-	Local + UGC	05
Seminar Halls	01	-	Local + UGC	01
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	-	-	-

4.2 Computerization of administration and library

Partly computerized
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4.3 Library services:

	Existing		Newly added (2014-15)		Total		
	No.	Value	No.	Value	No.	Value	
Text Books	5086	168287	580	75400	5666	243687	
Reference Books	7045	159731	53	18186	7098	177917	
e-Books	-	-	-	-	-	-	
Journals	09	4850	-	-	09	4850	
e-Journals	-	-	-	-	-	-	
Digital Database	-	-	-	-	-	-	
CD & Video	62	1860	-	-	-	-	
Others	Magazines	20	8752	-	-	-	8752
	Newspapers	06	6510	-	-	-	6510

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	30	02	15	01	01	04	11	-
Added	03	-	-	-	-	-	-	-
Total	33	02	15	01	01	04	11	-

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

<ul style="list-style-type: none"> <li>❖ All teachers and students can access the Internet free of charge.</li> <li>❖ Office, Chemistry Lab., Computer Dept. and Staff Room have separate Wi-Fi connections.</li> <li>❖ All Depts., Office and Library have separate MFP printers.</li> </ul>
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4.6 Amount spent on maintenance in lakhs :

i) ICT	89383.00
ii) Campus Infrastructure and facilities	196490.00
iii) Equipments	148651.00
iv) Others	1009566.00
<b>Total:</b>	1444090.00

**Criterion – V**

**5. Student Support and Progression**

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- ❖ Get students' feedback
- ❖ Make suggestions and representations with respect to students' grievances at the college

5.2 Efforts made by the institution for tracking the progression

Discuss the progress during formal and informal meetings.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1215	-	-	-

(b) No. of students outside the state

(c) No. of international students

Men	No	%	Women	No	%
	808	66.50		407	33.50

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
663	190	49	510	03	1415	595	110	40	469	01	1215

Demand ratio 47.65%      Dropout 9.38%

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

No. of students beneficiaries

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

- ❖ On 28/01/16 a seminar for awareness about MBA for the last year students, 78 students participated.
- ❖ On 29/01/16 a seminar for awareness about competitive exams like UPSC, GPSC, IBPS, TET/TAT, PSI, ASI, Railways etc for the last year students, 79 students participated.
- ❖ On 30/01/16 a seminar on ‘Overseas Education and Job Opportunities’, 160 students participated.
- ❖ Three Interactions with respect to career guidance with students every month, monthly information is sent to the District Employment Office.

No. of students benefitted

317 – Got career guidance

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
-	-	-	-

5.8 Details of gender sensitization programmes

- ❖ Orientation program for women.
- ❖ Competitions like Hair Style, Cooking, Navratri Garba (folk dance) etc. for girl students.
- ❖ A rally of girls on 03/08/15 for women empowerment.
- ❖ A program on awareness of 181 Abhayam Mahila Help-Line on 05/08/15.
- ❖ Women Education Day (Women Teachers Day) celebrated on 07/08/15 as a part of Women Empower Program of the State Government.
- ❖ A visit to CHARUSAT, 64 girls participated.
- ❖ Celebrated ‘Women Yog Day’ on 14/08/15.
- ❖ A seminar on ‘Women Legal Awareness’ on 12/08/15.

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

**(See Annexure 4 for Sports Activities and Events)**

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	276 (SC,ST, Handicapped & SEBC)	1199705.00
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: NIL

## Criterion – VI

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

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

#### **Our Vision, Mission, Goals and Objectives**

##### **OUR VISION**

Rural upliftment, Rural development, Rural regeneration, Re-orientation, to contribute to societal enrichment through quality education, innovation and value-based augmentation.

##### **OUR MISSION**

To accomplish the visionary paths, to build up a competitive edge amongst the students by inculcating a stimulating learning environment for all-round development of students at mental, physical, social and spiritual level to make citizens with good conduct, patriotism and thereby making young India of high and competitive challenges.

##### **OUR GOALS & OBJECTIVES**

- ❖ To avail the best education for the upliftment, development, regeneration and reorientation of the rural people.
- ❖ To endeavour to evolve positive societal changes.
- ❖ To help the common mass gather enough strength and develop vision to augment creative innovation for the rise of all.
- ❖ To sow and cultivate the seeds of moral values and ethics among the youngsters.



## 6.2 Does the Institution has a management Information System

The college works with a well-organized system. The Principal is the President and one of the senior faculties is the Vice-President. Then, there are Committee Conveners and HODs. The other members of Committees and Departments work under them.

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

### 6.3.1 Curriculum Development

Curriculum is developed by the BOS of the University. As members of BOS of S P Uni., faculty members make suggestions

### 6.3.2 Teaching and Learning

- ❖ Avail latest technologies to impart education – smart board, MMPs etc.
- ❖ Form Annual Academic Calendar and work accordingly.
- ❖ Class-room Seminars and Assignments are sincerely conducted.
- ❖ Complete syllabus in time and also undertake revisions.

### 6.3.3 Examination and Evaluation

- ❖ Internal exams are arranged and conducted as per the norms fixed by the university.
- ❖ Internal evaluation on the basis of written exams, seminars and assignments.
- ❖ Evaluation of university exam answer-books is undertaken by faculty members.

### 6.3.4 Research and Development

Major / Minor Research Project Committee is there to enhance research environment and activities. Faculties are allowed to attend seminars, workshops etc. to enhance research environment.

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

- ❖ The Library Committee looks after the facilities in the library, purchase books, magazines, journals etc.
- ❖ The Principal, the U.G.C. Committee, HODs and Committee Conveners work in co-ordination for the upkeep of the existing physical infrastructure and also workout plans for installing required infrastructure at the college.
- ❖ Wi-fi facility is there in the staff-room, science labs, computer lab and NRC room. ICT services are regularly updated.

### 6.3.6 Human Resource Management

- ❖ The teachers are allowed to attend refresher courses, short-term courses, trainings, seminars and workshops for their academic and professional development.
- ❖ Experts of various fields are invited for various curricular and co-curricular activities at the college.

### 6.3.7 Faculty and Staff recruitment

Recruitment of teachers and staff is the purview of the government yet teachers and non-teaching staff are recruited on an ad hoc (temporary) basis by the college for the vacant posts.

### 6.3.8 Industry Interaction / Collaboration

Departments like Economics take the students to Co-operative Societies like Amul Dairy and Anand Oil Mill as a part of Co-operation Classes for Women. Science faculty students were taken on an industrial visit.

### 6.3.9 Admission of Students

- ❖ On first-come-first served basis.
- ❖ All the staff members make themselves available after the XII results (during the summer vacation) for student counselling.

### 6.4 Welfare schemes for

Teaching	-
Non-teaching	-
Students	-

### 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	-	No	-
Administrative	No	-	No	-

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?

- ❖ The university changes question paper styles periodically enhancing the reliability of written exams.
- ❖ The university has introduced the system of compulsory seminars and assignments for continuous assessment.

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

- ❖ The university avails academic annual calendar. However, the colleges are given freedom to arrange internal exams as per their conveniences.
- ❖ The colleges are given freedom to offer choices for S.S. (Soft Skill) and F.C. (Foundation Course) from among the lists given by the university.

6.11 Activities and support from the Alumni Association

A meeting of Alumni Association was held on April 2, 2016.

6.12 Activities and support from the Parent – Teacher Association

A meeting of Parent – Teacher Association was held on April 2, 2016.

6.13 Development programmes for support staff

NIL

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

- ❖ The institution sows and grows trees and plants on the campus.
- ❖ The students are strictly restricted to harm the surroundings of the campus by littering garbage
- ❖ Campus Cleanliness Programs involving students
- ❖ Opting for Environmental Studies as an FC at the college
- ❖ Arranging Co-Curricular and Extra-Curricular activities like Elocution, Poster-Making, Collage, Best out of Waste etc. to enhance the understanding of ecology

## 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.

- ❖ Innovative techniques like class-room seminars, home assignments, poster presentations, PPTs, Video Conferencing programs (BISAG).
- ❖ Co-curricular and extra-curricular activities conducted regularly.
- ❖ Letters to the parents of the students whose presence fell short of the required 75% during semester.

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

The IQAC of the college discussed in detail the various requirements of the college for the fulfilment of the formulated plan mentioned in the AQAR of the previous year. All the requirements were listed and submitted to the principal of the college for further action. The college endeavoured hard to implement the plan presented in the last AQAR. The Annual Academic Calendar was made comprising all the planned activities. Attempts were made to see that all the teaching-learning, co-curricular and extra-curricular activities were done in accordance with the formed plan. All the teachers, also conveners of various committees, did all the activities sticking to their annual plans. They mentioned their daily activities in their academic diaries. It was ensured that all the activities were done as per the plans. The progress of all activities was discussed in the IQAC meetings. The IQAC conducted informal meetings with concerned teachers and conveners frequently to have an overview of all the activities in the college.

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

- ❖ Career Awareness Activities
- ❖ Environmental Studies, Gender Studies etc. as F.C. and S.S.
- ❖ Student-Centric Creative Activity - Wall Magazine
- ❖ Student-Centric Creative Activity - 'Vividha'
- ❖ A Short-Term Course on 'Co-operation' every year
- ❖ Preparation of Annual Academic Calendar
- ❖ Students' Feedback on Teachers
- ❖ Book-Exhibition Programs
- ❖ Registers for students and teachers in the library
- ❖ Broadband internet facilities for teachers and students
- ❖ Regular Morning Prayer
- ❖ Academic Diaries maintained by all teachers
- ❖ Efforts made to maintain the required 75% presence of the students in classes

7.4 Contribution to environmental awareness / protection

- ❖ Subjects like Environmental Studies offered
- ❖ Tree plantation program

7.5 Whether environmental audit was conducted? Yes  No

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

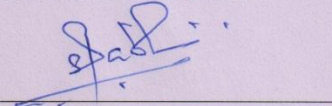
- ❖ All faculty members are very hardworking, enthusiastic and innovative and do their curricular and extra-curricular activities regularly.
- ❖ The college encourages research activities and allows the faculty members to attend seminars and workshops, allows them to go for Ph. D. As a result of that one faculty member, Mr S J Dabhi, has successfully completed Ph. D. while one, Mr S R Solanki, has joined this year. Thus the number of faculty members with Ph. D. is on increase.
- ❖ Activities such as ‘VIVIDHA’ – Annual Volume of Handwritten Creative Pieces of Art (Pictures, Posters, Poems, Articles, Slogans, Songs etc.), ‘SARVANI’ – a wall magazine, Essay Writing, Poetry Recitation, Poetry Supplementation etc. nurturing students’ creative genius are conducted.
- ❖ The college feels proud to note that Dr. S. U. Vyas, H.O.D., Dept. of Gujarati, has been given ‘Nari Gaurav’ award by Bharad Foundation, Rajkot (Gujarat) for her contribution to Gujarati Literature.
- ❖ Short Term Course like course on Co-operation is held every year
- ❖ College belongs to rural area and the students’ educational, social and economic background is comparatively poor. The parents of most of the students are uneducated and found to be indifferent to their wards’ education and activities.
- ❖ Teachers encourage students to achieve good results by awarding prizes.
- ❖ The vacant posts are not filled by the government in time and so the college has to appoint ad hoc teachers in various subjects.

Patel J.B.R.Arts, Patel A.M.R. Commerce & Patel J.D.K.D.Science College, Borsad – 388540  
(Arts, Commerce & Science College, Borsad) AQAR 2015-16.

8. Plans of institution for next year.

- ❖ To start student counselling just after the declaration of the XII results.
- ❖ In consultation with all the departments and committees, making Annual Academic Calendar of the college on the basis of the Academic Calendar of the university.
- ❖ To arrange 'Welcome Function' for the newly enrolled students.
- ❖ To arrange student-seminars/workshops.
- ❖ To arrange Guest Lectures.
- ❖ To arrange seminars/workshops with the financial assistance of U.G.C.
- ❖ To prepare students for various inter-college and inter-university sports events.
- ❖ To arrange various cultural activities and prepare the students for inter-college, university and inter-university cultural events.
- ❖ To encourage students to participate actively in various extension activities conducted by N.C.C., N.S.S. and C.W.D.C.
- ❖ To conduct curricular, co-curricular and extra-curricular activities as required for the new system CBCS (Choice Based Credit System) at all the three years.
- ❖ To make efforts for quality enhancement through intensive curricular, co-curricular and extra-curricular activities.
- ❖ To make required infrastructural developments.
- ❖ To make preparations for second cycle of NAAC accreditation.

Name: Dr. Samir J. Dabhi



Signature of the Coordinator, IQAC

Name: Mr. R. M. Patel

I/C Principal



Signature of the Chairperson, IQAC

I/C Principal  
A. C. & SC. COLLEGE  
BORSAD





**Patel J.B.R.Arts, Patel A.M.R. Commerce & Patel J.D.K.D.Science College, Borsad –  
388540 (Arts, Commerce & Science College, Borsad)**

**ACADEMIC CALENDAR 2015-2016**

**1<sup>st</sup>, 3<sup>rd</sup> & 5<sup>th</sup> SEMESTER**

**MAY-JUNE**

- ❖ Counselling and Admission Process.
- ❖ 15<sup>th</sup> to 30<sup>th</sup> June – Implementation of tentative time table.
- ❖ Welcome Programme (1<sup>st</sup> Year Students)

**JULY**

- ❖ Commencement of teaching work at Sem 1, Sem 3 and 5.
- ❖ Commencement of Practicals in Science faculty.
- ❖ Competitions of cultural events for Youth Festival.
- ❖ Poetry Recitation and Poetry Supplementary Competitions – Sarjanatmak Abhivyakti Dhara.
- ❖ Various Activities like Elocution, Essay Writing etc. – Debate-Essay Writing Committee
- ❖ Mime Competition – Natya Dhara.
- ❖ Various Competitions for Youth Festival.
- ❖ Short Term Course on Co-operation – Economics Dept.
- ❖ Book Club Activities – Gujarati Dept.
- ❖ Library Activities & Extension Activities – Chemistry Dept.
- ❖ Sports Activities as per the University Sports Calendar.
- ❖ Registration /Renewal of N C C and N S S cadets and commencement of parades.
- ❖ Orientation Programme of N S S.
- ❖ Seminars and Assignments in various subjects / courses.
- ❖ BISAG

## AUGUST

- ❖ Tree plantation (N.C.C. & N.S.S.)
- ❖ Caligraphy Competition –Sanskrit Dept.
- ❖ Elocution Competition – Debate Committee
- ❖ Saptdhara activities – Mimicry, Calligraphy, Singing Competition, Quiz, Poster Making
- ❖ Library Visit – Sanskrit Dept., History Dept., Psychology Dept., Gujarati Dept.
- ❖ Essay writing competition – Psychology Dept.
- ❖ University Lecture – History Dept.
- ❖ Independence Day Celebrations
- ❖ Practice for different Games and practice for South Zone Games.
- ❖ NCC Camps.
- ❖ BISAG Program (Different Departments) Competition by Cultural Committee.
- ❖ Mehendi and Hair Style Competitions – Kala Kaushal Dhara

## SEPTEMBER

- ❖ Teachers Day celebration (Arts Club & Science Club)
- ❖ Saptdhara activities – Essay Writing, Elocution, Extempore, Debate, Mono-Acting.
- ❖ Medical Check-up for 1<sup>st</sup> Year Students
- ❖ Practice for Youth Festival
- ❖ Hindi Day celebration
- ❖ University Lecture – Economics Dept.
- ❖ Collage Making – Kala Kaushal Dhara
- ❖ Various Activities - NSS
- ❖ Youth Festival
- ❖ Classroom Seminars & Assignments – All Subjects

## OCTOBER / NOVEMBER

- ❖ Various activities at adopted village (NSS)
- ❖ Book Exhibition – History Dept.

- ❖ Expert's Lecture – History Dept.
  - ❖ Preparations for South Zone Competitions – Sports
  - ❖ Rangoli Competition – Kala Kaushal Dhara
  - ❖ Sardar Patel Birth-Anniversary Celebration – Saptdhara Activities
  - ❖ South Zone Games (Inter-college and Inter-university).
  - ❖ Revision of syllabus and guidance for 1<sup>st</sup> Internal test
  - ❖ 1<sup>st</sup>, 3<sup>rd</sup> and 5<sup>th</sup> Semester Final Exams
  - ❖ Diwali Vacation.
-

**ACADEMIC CALENDAR 2015-2016**

**2<sup>nd</sup>, 4<sup>th</sup> & 6<sup>th</sup> SEMESTER**

**DECEMBER**

- ❖ Assessment Work and Preparations for results
- ❖ Practical Exam – 1<sup>st</sup>, 3<sup>rd</sup> and 5<sup>th</sup> Semester. – Science
- ❖ Final Exams of 1<sup>st</sup>, 3<sup>rd</sup> and 5<sup>th</sup> Semester.
- ❖ Saptdhara activities – Anti-Addiction Program, Patriotic Songs, Special Dressing
- ❖ Inter-college Competition for South Zone.
- ❖ Seminars & Assignments second semester.

**JANUARY**

- ❖ Compilation of “VIVIDHA” Genuine Creative Activity – Gujarati.
- ❖ Student class Seminars (All depts.)
- ❖ Essay Writing Competition – Commerce
- ❖ Book Exhibition – Psychology Dept.
- ❖ Educational Tour – Economics, Gujarati and History
- ❖ Career & Counselling Committee Activities
- ❖ Participation in Seminar / Workshop / Symposium.
- ❖ Sports Day & Interclass Games (Competition)
- ❖ Republic Day Celebrations
- ❖ Best out of Waste Competition – Kala Kaushal Dhara
- ❖ Activities (Blood Donation, School Activities, Games and Prize Distribution) at the adopted village.
- ❖ Competitions of all Dhara
- ❖ NSS Annual Camp as per the university directions
- ❖ Seminar and Assignments – All Subjects

## **FEBRUARY**

- ❖ Completion and Revision of syllabus – All Subjects
- ❖ VIVIDHA – the Manuscript Volume - editing (Gujarati)
- ❖ On the Spot Painting – Kala Kaushal Dhara
- ❖ Good Thought Writing – Gujarati Dept.
- ❖ Preparations for ‘VIVIDHA’ – Gujarati Dept.
- ❖ Skit, Sports Activities
- ❖ Elocution Competition – Economics Dept.
- ❖ Educational Tour – Science Faculty
- ❖ Participation in seminar / workshop (All departments)
- ❖ Physical Education Practical Exam.
- ❖ Annual / Talent Day

## **MARCH**

- ❖ Internal Exam of II, IV and VI Sems.
- ❖ Preparing students for university exams.

## **APRIL**

- ❖ University Examination – II, IV and VI Semesters in Arts, Commerce and Science  
Faculties
  - ❖ Summer Vacation (27-04-2016 To 12-06-16)
-

## ANNEXURE 2

Result of the Analysis of the Feedback of Alumni and Parents on College

Alumni Association:

It is a five point description of the teachers on the basis of the following aspects.

1. Contribution of the college in the development of your career.
2. Skill that you have developed
3. The attitude of the college to the alumni
4. Their preparedness to be helpful to the college

Points	Excellent	Very Good	Good	Satisfactory	Ordinary
Per Cent.	32.5	12.5	12.5	8.33	34.17

Parents Association:

It is a five point description of the teachers on the basis of the following aspects.

1. Your contribution in the development of the college
2. Contribution of the college in the development of my ward
3. The attitude of the college to the parents
4. Parents-Teachers Assn.

Points	Excellent	Very Good	Good	Satisfactory	Ordinary
Per Cent.	-	20	50	3.33	26.67

**Community Services Conducted by NSS:**

**ANNEXURE 3**

<b>Sl. No.</b>	<b>Programme</b>	<b>Participants &amp; Benefiting Community</b>	<b>Date</b>	<b>Place</b>
1	Yoga Training to all students and staff for the celebration of International Yoga Day – NSS Program officer Prof. D. H. Viroja appointed as the Nodal Officer	Staff and College Students	16,17,18 June 2015	College Campus
2	Yoga Program celebrating the Yoga Day	Staff and College Students	21/06/2015	College Campus
3	Tree Plantation	N.S.S. Students and all College Students	24/07/15	College Campus
4	Visit to Jail as a part of Samajdarshan program	All Girl Students	03/08/15	Borsad
5	NSS Orientation Programme	150 N S S Students	04/08/15	College Campus
6	NSS Workshop	04 N.S.S. Students	07,08,09 August 2015	Mahemdavad, Gujarat
7	Cleaning of College Campus (as a part of Swachh Bharat Abhiyan)	N.S.S. Students and all College Students	12/08/2015	College Campus

8	Cleaning of College Campus (as a part of Swachh Bharat Abhiyan)	N.S.S. Students and all College Students	14/08/2015	College Campus
9	Independence Day Celebrations	N S S Students, College Students and Residents of Borsad	15/08/15	College Campus
10	NSS One Day Work-shop	NSS Program Officer	02/09/2015	Ahmedabad, Gujarat
11	A Visit to Amul Dairy	N S S Students	09/09/2015	Anand, Gujarat
12	Fire Extinguishing Training by Borsad Municipal Fire-Brigade Staff	N S S Students	11/09/2015	College Campus
13	Cleaning of College Campus (as a part of Swachh Bharat Abhiyan)	N.S.S. Students and all College Students	15,16 September 2015	College Campus
14	Cleaning of College Campus (as a part of Swachh Bharat Abhiyan)	N.S.S. Students and all College Students	30/09/2015	College Campus
15	Administrating Anganvadi at the	N S S Students and	20/10/2015	Vasana



	Adopted Village Vasana	Anganvadi Teachers and Students		(Borsad)
16	Blood Donation Camp to observe the Birth-Anniversary of Subhash Chandra Bose (in collaboration with A. D. Gorwala Blood Bank, Karamsad. Gujarat	College Students and Teachers	23/01/2016	College Campus
17	Republic Day Celebrations	N S S Students, College Students and Residents of Borsad	26/01/16	College Campus
18	N S S Annual Camp	N S S Students and Residents of Pamol	09 to 15 Feb. 2016	Pamol (Borsad)
19	Cleanliness Drive at Pamol	N S S Students and Residents of Pamol	10/02/16	Pamol
20	General Knowledge Quiz	Students of S D High School, Pamol	10/02/16	S D High School, Pamol
21	Visiting Five Public Institutions and	NSS Students	11/02/16	Pamol

	Preparing Reports			
22	Public Awareness about ‘Save Girl Child’ program	N S S Students and Residents of Pamol	12/02/16	Pamol
23	Child Health Competition and Awareness about Child Health	N S S Students and Residents of Pamol	13/02/16	Pamol
24	Awareness about Government Schemes	N S S Students and Residents of Pamol	13/02/16	Pamol
25	Cleanliness Drive	N S S Students and Residents of Pamol	14/02/16	Pamol
26	Cattle Milk Production Competition	N S S Students and Residents of Pamol	14/02/16	Pamol
27	Management and Administration of Kodyar Jayanti at Khodyar Temple	N S S Students and Residents of Pamol	15/02/16	Pamol
28	Cleanliness Drive and Administration	N S S Students and	26/02/16	Pamol

	of School	Residents of Pamol		
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**N.C.C.:**

<b>Si. No.</b>	<b>Programme</b>	<b>Participants &amp; Benefitting Community</b>	<b>Date</b>	<b>Place</b>
1	Selection Trial and Orientation Programme for the New-Comers	Newly Admitted Students	June-July 2015	College Campus
2	Yoga Training for International Yoga Day	All Cadets and College Students	05/06/15 to 20/06/15	College Campus
3	Yoga Day Celebrations	52 Cadets	21/06/15	Shastri Ground, V V Nagar

**N.C.C. 'B' & 'C' Certificate Exams :**

<b>Si. No.</b>	<b>Exam</b>	<b>No. of Students Appeared</b>	<b>Year</b>
1	'B' Certificate Exam	14	2015-16
2	'C' Certificate Exam	25	2015-16

**N.C.C. Camps:**

Sl. No.	Title of the Camp	Date	Place	No. of Students
1	C.A.T.C.	10/06/15 to 19/06/15	Chhabalpur	05
2	C.A.T.C.	12/06/15 to 21/06/15	Kathlal	06
3	C.A.T.C.	03/07/15 to 12/07/15	Chhabalpur	05
4	C.A.T.C.	13/07/15 to 22/07/15	Vadtal	05
5	Army Attachment Camp	16/07/15 to 30/07/15	Gandhinagar	05
6	C.A.T.C.	01/08/15 to 10/08/15	Mogri	09
7	C.A.T.C.	19/08/15 to 28/08/15	Vadodara	03
8	C.A.T.C. / Pre T.S.C.	20/08/15 to 29/08/15	Thamna	21 and ANO
9	C.A.T.C.	31/08/15 to 09/09/15	Vadodara	03
10	C.A.T.C.	09/09/15 to 18/09/15	Khambhat	02
11	C.A.T.C.	21/09/15 to 30/09/15	Thamna	06
12	T.S.C.	18/09/15 to 29/09/15	Delhi	01
13	All India Trekking Camp	25/09/15 to 07/10/15	Uttarakhand	01

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14	R.D.C. / I.G.C.	26/10/15 to 04/11/15	Ahmedabad	05
15	Pre R.D.C.	16/11/15 to 25/11/15	Ahmedabad	02
16	B.L.C.	25/11/15 to 04/12/15	Thamna	02
17	Sardar Patel Narmada Training Camp	02/12/15 to 09/12/15	Rajpipala	06

**Sports Activities**

**ANNEXURE 4**

Sl. No.	Event	Date	Place	Level	No. of Participating Students	Achievement
1	Guj. Uni. South-Zone Inter-College Cross-Country	12/08/15	Arts & Commerce College, Kapadvanj	Intr-College	06	Bharvad Jayesh N. selected for University Selection Trial
2	Guj. Uni. South-Zone Inter-College Chess	11,12 Sept. 15	Arts & Commerce College, Kapadvanj	Inter-College	02	Good Performance
3	Guj. Uni. South-Zone Inter-College Kabbadi (Boys)	19/09/15	Arts and Commerce College, Bodeli	Inter-College	Boys Team	Good Performance
4	Guj. Uni. South-Zone Power Lifting (Boys)	06/12/15	Arts, Commerce & Science College, Bhadran	Inter-College	5 Boys	Good Performance
5	Guj. Uni. South-Zone Sports	11,12 January 2016	I.V.College of Commerce, Nadiad	Inter-College	02 Boys & 02 Girls	Good Performance
6	Annual Sports Day – Running, Long Jump, High Jump, Discus Throw, Javelin Throw, Shot	20/02/16	Arts, Commerce and Science College,	College Level	More than 100 students	Good Performance

	Put		Borsad			
7	Individual Championships in Chess, Carom, Table-Tennis, Badminton	23/02/16 to 26/02/16	Arts, Commerce and Science College, Borsad	College Level	47 Students	Good Performance
8	Guj. Uni. South-Zone Inter-College Air Rifle Shooting (Boys)	01/02/16	Government Commerce College, Gandhinagar	Inter-College	02 Boys	Good Performance
9	Guj. Uni. South-Zone Inter-College Soft-ball (Boys)	01/03/16	Arts, Commerce and Science College, Bhadran	Inter-College	Boys Team	Runner-Up
11	Marine Camp	Oct. 2015	Guj. Uni., Ahmedabad	University Level	02 Boys	Good Performance
12	Desert Camp	Oct. 2015	Guj. Uni., Ahmedabad	University Level	03 Boys	Good Performance
13	Trekking in Forest	Oct. 2015	Guj. Uni., Ahmedabad	University Level	03 Girls	Good Performance