

**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 2016-17**

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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. MHCOGN 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.borsadcollege.co.in](http://www.borsadcollege.co.in)

Web-link of the AQAR:

<http://www.acscollegeborsad.com/site/AQAR-16-17.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)

2016-17

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

- i. AQAR \_\_\_\_\_ 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 \_\_\_\_\_
- vii. AQAR \_\_\_\_\_ 26/04/2016 \_\_\_\_\_

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)

Multi-Faculty

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

Sardar Patel University

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

08 + 01(Principal)

2.2 No. of Administrative/Technical staff

01

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

02

2.9 Total No. of members

12

2.10 No. of IQAC meetings held 02

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

Non-Teaching Staff  Students  Alumni  Others  Parents

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): NIL

(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

- ❖ Made suggestions to the Principal for enhancement of quality education and development of infrastructural facilities
- ❖ Held periodical meetings with the Principal
- ❖ Aailed Student Feedback Performa to all the faculty members, guided and directed them to take and to analyze the feedback.

### 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
To initiate the process of NAAC reaccreditation, should be started after seeking formal consent of them management	The IQAC has requested the principal to get formal permission at the earliest so that the work can be started. So far no permission from the management has been received
NAAC recommends AAA and there has 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	No initiative has been taken yet to get the 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 05 and 12 of the college have been equipped with projector and other devices.
Subscribing for necessary journals	The library committee will subscribe for necessary journals in consultation with the UGC committee and the staff
Enhancing Alumni Association and Parents-Teachers Association activities	A meeting of Alumni Association and Parents-Teachers Association was held on 24/03/2017
Renovation of lavatories for staff and students	The principal would do it with prior permission from the management
Students feedback on teachers	IQAC availed the feedback forms to all the departments, received the results

**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.



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>	06	-	-	-

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 Students)

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
	26	09 Adhyapak Sahayak	13	-	04 Part-Timers

2.2 No. of permanent faculty with Ph.D.	10
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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
	-	10	-	-	-	-	-	-	-	10

2.4 No. of Guest and Visiting faculty and Temporary faculty	08	-	08
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level	Local Level
Attended		05	05 + 05 (Workshops)	01
Presented	09	24	02	
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

2.7 Total No. of actual teaching days during this academic year	212
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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 – Nov. – Dec. - 2016</b>									
No	Class	Total Students	Ist Class with Distinction	Ist Class	IInd Class	Pass	Total	College Result%	Uni. Result %
1	BA SEM-II	174		5	22	72	99	53.22	52.34
2	BCOM SEM-II	155		4	29	26	59	38.6	53.5
3	BSC SEM-II	434	5	20	142	88	255	58.75	50.5
4	BA SEM-IV	117		2	13	35	50	42.73	50.72
5	BCOM SEM-IV	212		4	43	36	83	39.15	44.95
6	BSC SEM-IV	287		7	36	34	77	26.82	52.34
7	BA SEM-VI	125		2	18	22	42	33.6	35.17
8	BCOM SEM-VI	194		4	31	23	58	29.89	37.17
9	BSC SEM-VI	213	1	4	13	30	48	22.53	38.76

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	02
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	17	-	07
Technical Staff	03	06	-	-

### Criterion – III

#### 3. Research, Consultancy and Extension

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

- ❖ Encourage the faculty members to participate in seminars / workshops / refresher / orientation programs and present papers, to publish papers in research journals.
- ❖ Make suggestions to the Principal to encourage the faculty to arrange activities like seminars, paper presentations etc.
- ❖ Make 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	-	-	-	1
Outlay in Rs. Lakhs	-	-	-	4,90,000/-

##### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	11	-	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
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)	-	-	-	-
Total	-	-	-	-

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  State level

National level  International level

District Level  College 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	<input type="text" value="-"/>	College forum	<input type="text" value="01"/>		
NCC	<input type="text" value="04"/>	NSS	<input type="text" value="10"/>	Any other	<input type="text" value="-"/>

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 (2016-17)		Total		
	No.	Value	No.	Value	No.	Value	
Text Books	5666	243687	288	28516	5954	272203	
Reference Books	7098	177917	45	25386	7143	203303	
e-Books	-	-	-	-	-	-	
Journals	09	4850	-	-	09	4850	
e-Journals	-	-	-	-	-	-	
Digital Database	-	-	-	-	-	-	
CD & Video	62	1860	-	-	62	1860	
Others	Magazines	20	8752	-	-	20	8800
	Newspapers	06	6510	-	-	06	6510

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	33	02	15	01	01	04	11	-
Added	03	-	03	-	-	01	01	-
Total	36	02	18	01	01	05	12	-

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> |
|---|

4.6 Amount spent on maintenance in lakhs :

i) ICT	58149.00
ii) Campus Infrastructure and facilities	28060.00
iii) Equipments	48180.00
iv) Others	1218830.00
<b>Total:</b>	1353219.00

**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
1110	-	-	-

(b) No. of students outside the state

(c) No. of international students

Men	No	%	Women	No	%
	729	65.68		381	34.32

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC & Mino	Physically Challenged	Total
595	110	40	469	01	1215	434	79	29	473 + 95	-	1110

Demand ratio 49.33%      Dropout 10.63%

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 20/07/16 a Employment Fair organized with the help of Anand District Employment Office
- ❖ On 25/07/16 Employment Guidance Seminar in association with District Police Dept. and Lions Club Borsad
- ❖ On 08/08/16 a list of first class / distinction students sent to Cadila Health-Care Ltd., Padra.
- ❖ Campus interview by G V K Emergency Management and Research Institute for 108 Emergency Service and other para-medical services

No. of students benefitted

5.7 Details of campus placement

More than 500 – Got career guidance

<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	85	27	-

5.8 Details of gender sensitization programmes

- ❖ Orientation program for women on 27/07/16.
- ❖ Competitions like Hair Style, Cooking, Navratri Garba (folk dance) Poster-Slogan Writing, Essay Writing, Best out of Waste etc. for girl students.
- ❖ Guidance for Anti-ragging on 22/08/16 for women empowerment.
- ❖ ‘Gyankumbh’ program on 23/09/16 as a part of national movement of ‘Beti Bachavo, Sashakt Banavo’.
- ❖ ‘Udan Samvad’ workshop on 07/01/17 by Archana Charitable Trust, Anand.
- ❖ A visit to Patan, Modhera, Unjha, Becharaji Temple, 54 girls participated.
- ❖ A seminar on ‘Women Awareness: Legal Provisions’ on 21/03/17 organized by Gujarat State Mahila Ayog, Gandhinagar and Women Cell, S.P, University . CWDC Convener and 12 girls participated.

5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

(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

- ❖ A student of Commerce Sem. 6, Chauhan Dharti won the first prize and also award for standing first in RAJAT JAYANTI VIJAY PADMA NIBANDH SPARDHA held at Arts and Commerce College Mahudha.
- ❖ A student of Arts Sem. 6 Jadav Bhumika won the first prize in essay writing competition organized by Lions Club Vadodara.

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	40	73980
Financial support from government	344 (SC,ST, Minority & SEBC)	The amount is credited directly to the students' amounts
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 and the college has no say in it.

#### 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

IQAC of the college tries 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

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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 24/03/2017

6.12 Activities and support from the Parent – Teacher Association

A meeting of Parent – Teacher Association was held on 24/03/2017

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.
- ❖ Financial help to needy students by the college management.

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. 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', the Annual Manuscript Volume
- ❖ A Short-Term Co-operative Education Training every year.
- ❖ Preparation of Annual Academic Calendar
- ❖ Students' Feedback on Teachers
- ❖ Book-Exhibition Programs
- ❖ Registers for students and teachers in the library
- ❖ Wi-Fi facilities for teachers and students
- ❖ Regular Morning Prayer
- ❖ Efforts made to maintain the required 75% presence of the students in classes
- ❖ Financial Help to needy / poor students

7.4 Contribution to environmental awareness / protection

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

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 Mr S R Solanki, Economics and Mr. M J Paramr, DPE have been pursuing their Ph D programs successfully.
- ❖ 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.
- ❖ 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 are 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.

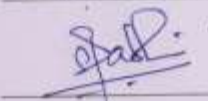
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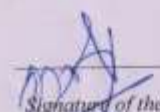
8. Plans of institution for next year.

- ❖ 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 indicating all the activities of departments and college committees.
- ❖ To arrange 'Welcome Function' for the newly enrolled students.
- ❖ To arrange student-seminars/workshops.
- ❖ To arrange Guest Lectures.
- ❖ To enhance the Alumni and Parent-Teacher Association activities
- ❖ 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 enhance research activities
- ❖ 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. S.J. Dabhi

Name Mr. R.M. Patel





Signature of the Coordinator, IQAC  
Co-Ordinator  
IQAC  
Arts, Commerce and Science College  
Borsad - 388540

Signature of the Chairperson, IQAC  
VC Principal  
Patel J. B. Rudelwala Arts College  
Patel A. M. Rudelwala Commerce College &  
Patel J. D. K. Devolwala Science College  
BORSAD - 388540. (Di. Anand.)



**ANNEXURE 1**

**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 2016-2017**

**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; teaching to be started
- ❖ Welcome Programme (1<sup>st</sup> Year Students)
- ❖ IQAC meeting and planning for the year

**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.
- ❖ Book Club Activities – Gujarati Dept.
- ❖ Library Activities & Extension Activities – Chemistry, Biology, History, Gujarati, Commerce Depts.
- ❖ Arranging ICTs enabled language learning and reading and writing sessions.
- ❖ 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.
- ❖ Informal meetings by IQAC with teaching staff for APIs and Career Advancement Activities
- ❖ Assessing API files for Career Advancement - IQAC
- ❖ BISAG

**AUGUST**

- ❖ Tree plantation (N.C.C. & N.S.S.)
- ❖ Caligraphy Competition –Sanskrit Dept.
- ❖ Elocution Competition – Debate Committee
- ❖ Poetry Recitation and Poetry Supplementary Competitions – Sarjanatmak Abhivyahti

Dhara.

- ❖ Various Activities like Elocution, Essay Writing etc. – Debate-Essay Writing Committee
- ❖ Mime Competition – Natya Dhara.
- ❖ Saptdhara activities – Mimicry, Calligraphy, Singing Competition, Quiz, Poster Making
- ❖ Library Visit – Sanskrit Dept., History Dept., Psychology Dept., Gujarati Dept.
- ❖ Essay writing competition – Psychology Dept.
- ❖ Independence Day Celebrations
- ❖ Practice for different Games and practice for South Zone Games.
- ❖ Elocution - Economics
- ❖ NCC Camps.
- ❖ Expert's Lecture – Commerce Dept.
- ❖ 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
- ❖ SC/ST/OBC/Minority Remedial Lectures Gujarati, Chemistry Depts.
- ❖ 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.
- ❖ 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)
  - ❖ Guest Lecture – Commerce Dept.
  - ❖ Preparation of Question Bank and MCQs – All Depts.
  - ❖ 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 2016-2017**

**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.
- ❖ Group Discussion or Elocution / Essay Writing – Commerce Dept.
- ❖ Discussing students' performance in the exam – English Dept.

**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
- ❖ Quiz - Economics
- ❖ 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
- ❖ Arranging News Report writing for commerce and arts last year students - English

- ❖ SC/ST/OBC/Minority Remedial Lectures – History, Hindi, Physics Depts.
- ❖ NSS Annual Camp as per the university directions
- ❖ Seminar and Assignments – All Subjects
- ❖ IQAC meeting; evaluating the first term performance

## **FEBRUARY**

- ❖ Completion and Revision of syllabus – All Subjects
- ❖ Guest Lecture - Commerce
- ❖ 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
- ❖ Senior – Junior Supervisions and assessing papers at University Centres
- ❖ Summer Vacation (22-04-2017 To 11-06-17)

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**Result of analysis of Students’ feedback on Teachers**

**ANNEXURE 2**

Name of the Faculty	Excellent	Very Good	Good	Satisfactory	Ordinary
Mr. S. R. Solanki, Economics	55.27	35.83	6.11	2.22	0.55
Dr. S N Patel, Economics	38.33	38.33	18.61	4.67	0.55
Mr. V B Chauhan, Economics Adhoc	51.94	35.83	11.67	0.28	0.28
Mr. S.J.Dabhi, English	71.11	17.78	10.00	1.11	-
Ms. Priyanka Vankar English (Adhoc)	77.5	19.7	-	2.8	-
Dr. S.U.Vyas, Gujarati	51.67	23.89	19.44	5.00	-
Mr. S.L.Patel, Gujarati	56.11	31.67	8.33	3.61	0.28
Ms. P K Shastri, Hindi	50.27	37.22	8.05	4.44	-
Dr. R K Supahia, Hindi (Part Time)	60.55	31.11	6.66	1.66	-

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Mr. K J Suvagiya, Hindi	57.5	36.25	6.25	-	-
Mr. S.D.Nakum, History	56.11	27.05	11.94	4.16	0.27
Mr. N N Ganvit, History	58.33	32.50	7.22	1.38	0.55
Mr. B.B.Vasava, Psychology	64.44	25.00	5.56	3.61	1.39
Mr. V J Vankar, Sanskrit	37.78	28.33	16.67	16.94	0.27
Dr. J. K. Shah, Sanskrit (Part Time)	35.56	29.72	16.94	17.78	-
Dr. S H Shah, Chemistry	80.6	13.00	4.7	1.4	0.3
Dr. N K Godwani, Chemistry	100	-	-	-	-
Ms. R N Shrimali Chemistry Adhoc	78.05	16.38	5.00	0.55	-
Ms. J H Patel, Commerce (Part Time)	53.06	37.78	8.05	1.11	-

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Mr. K B Tamboli Commerce	50.56	40.00	6.38	2.22	0.83
Mr. D H Viroja, Physics	80.83	7.5	6.67	3.33	1.67
Dr. H S Patel, Physics	80.83	7.5	6.67	3.33	1.67
Dr. R B Shah, Botany	63.88	27.22	7.7	1.00	-

ANNEXURE 3

**Community Services Conducted by NSS:**

Sl.No.	Programme	Participants & Benefiting Community	Date	Place
1	Cleaning of College Campus (as a part of Swachh Bharat Abhiyan)	N.S.S. Students and all College Students	23/06/16	College Campus
2	Pre-Plantation Activities	N.S.S. Students and all College Students	20/07/16	College Campus
3	Tree Plantation	N.S.S. Students and all College Students	21/07/16	College Campus
4	NSS Workshop	NSS Students	20/08/16	S P University, V V Nagar
5	NSS Orientation Programme	N S S Students	29/08/16	College Campus
6	Cleaning of College Campus (as a part of Swachh Bharat Abhiyan)	N.S.S. Students and all College Students	10/09/16	College Campus
7	A Visit to Dhuvaran	N S S Students	10/01/17	Dhuvaran
8	One Day Camp	N S S Students and	03/02/17	Adopted Village

		Villagers		
9	Blood Donation Camp	N.S.S. Students and College Students	07/02/17	College Campus
10	NSS Annual Camp Inauguration, Group Discussion and Meeing	N.S.S. Students and People of Dabhasi village	14/02/17	Dabhasi village
11	Visiting Public Institutions and Teaching Activities as a part of Swachchhta Abhiyan	N.S.S. Students and People of Dabhasi village	15/02/17	Dabhasi village
12	Dental Camp, Health Centre Activities and Guidance for farmers	N.S.S. Students and People of Dabhasi village	16/02/17	Dabhasi village
13	Games and Sports Aptitude Test	N.S.S. Students and People of Dabhasi village	17/02/17	Dabhasi village
14	Competitions: Drawing, Essay Writing, Group Discussion about Beti Bachao	N.S.S. Students and People of Dabhasi village	18/02/17	Dabhasi village



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15	Cow Milk Competition,  General Knowledge	N.S.S. Students and People of Dabhasi village	19/02/17	Dabhasi village
16	Prize and Certificate Distribution	N.S.S. Students and People of Dabhasi village	20/02/17	Dabhasi village

**N.C.C:**

<b>Si. No.</b>	<b>Programme</b>	<b>Participants &amp; Benefitting Community</b>	<b>Date</b>	<b>Place</b>
1	Yoga Training for International Yoga Day	All Cadets and College Students	06/06/16 to 20/06/16	College Campus
2	Yoga Day Celebrations	NCC Cadets and college students and teachers	21/06/16	College Campus
3	Independence Day Celebration	NCC Cadets and college students, teachers & school teachers and students	15/08/16	J D Patel School Campus
4	Republic Day Marathon	10 NCC Cadets	22/01/17	V V Nagar
5	Republic Day Celebrations	NCC Students, College Students, Teachers, School Teachers and Students	26/01/17	College Campus
6	Blood Donation	NCC Cadets and college students and teachers	07/02/17	College Campus

**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	2016-17
2	‘C’ Certificate Exam	17	2016-17

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

<b>Sl. No.</b>	<b>Title of the Camp</b>	<b>Date</b>	<b>Place</b>	<b>No. of Students</b>
1	C.A.T.C.	17/06/16 to 26/06/16	Khambhat	12
2	C.A.T.C.	12/12/16 to 21/12/16	Sarsa	02

**Sports Activities**

**ANNEXURE 4**

Sl. No.	Event	Date	Place	Level	No. of Participating Students	Achievement
1	Guj. Uni. South-Zone Inter-College Cross-Country	13/08/16	Arts College Munpur	Intr- College	06	Good Performance
2	Guj. Uni. South-Zone Inter-College Chess	1 & 2 Sept. 2016	Commerce College Petlad	Inter- College	02	Good Performance
3	S.P. Uni. South-Zone Inter-College Cross-Country	09/09/16	Bakrol College	Inter- College	7 Boys	Rabari Karamshi G selected for Inter-Uni. At Bangaluru
4	Guj. Uni. South-Zone Inter-College Power-Lifting (Boys & Girls)	26/09/16	Arts, Commerce and Science College, Bhadran	Inter- College	Boys Team & Girls Team	Girls Team Runner-Up Boys Team Second Runner-Up
5	Guj. Uni. South-Zone Inter-College Kabbadi (Boys & Girls)	05/10/16	Arts and Commerce College, Halol	Inter- College	Boys Team & Girls Team	Both the Teams Runner-Up One student selected for Inter- University Jodhpur,

						Rajasthan
6	Guj. Uni. South-Zone Inter-College Volley-ball (Boys)	21/10/16	I V Patel College of Commerce Nadiad	Inter- College	Boys Team	Runner-Up
7	S.P. Uni. South-Zone Inter-College Sports Competiton	23 & 24 Dec. 2016	Bakrol College	Inter- College	3 Boys	Good Performance
8	Guj. Uni. South-Zone Inter-College Sports Competiton	2 & 3 January 2017	Arts and Commerce College Devgadh Baria	Inter- College	5 Boys & Girls	Good Performance
9	Inter University Soft-Ball Boys	26 to 30 January 2017	Kottayam, Kerala	Inter- Universtiy	2 Boys	Good Performance
10	S P University Inter-College Wrestling	10/02/17	Arts and Commerce College, Petlad	Inter- College	1 Boy	Good Performance
11	Annual Sports Day – Running, Long Jump, High Jump, Discus Throw, Javelin Throw, Shot	13/02/15	Arts, Commerce and Science College, Borsad	College Level	More than 100 students	Good Performance

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	Put					
12	Individual Championships in Chess, Carom (boys and girls), Table-Tennis, Badminton	07/02/17 to 15/02/17	Arts, Commerce and Science College, Borsad	College Level	53 students (boys and girls)	Good Performance