

The Annual Quality Assurance Report (AOAR) of the IQAC

Name of the Institution: **Late Shri N.R.Boricha Education Trust Sanchalit**

Arts and Commerce College

Mendarda(Gujarat)

Year of Report : **2008-09**

Part A:

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement (attach separate sheet if required).

The plan of action chalked out by IQAC in the beginning of the year towards quality enhancement is:

- 1 Development of library
- 2 Establishment of well-furnished Language Lab with computers and internet facilities.
- 3 Beginning of new courses in English language.
- 4 Increasing computer added courses.
- 5 Strengthening sports activities.
- 6 Development of infrastructure of the institute.
- 7 Commencement of P.G.Centres in Hindi and Gujarati Subjects.
- 8 Arrangement of intra-class seminars
- 9 Arrangement of co-curricular and extra-curricular activities.
- 10 Lectures of the experts on aids-awareness, Mental Health, Stress Management, Competitive Exams, Development of Personality etc.
- 11 Establishment of Saptadhara as advised by the Commissioner of Higher Education, Gandhinagar.

Part B:**1. Activities reflecting the goals and objectives of the institution:**

- To motivate the teachers in academic and research fields, the institution helped the faculty members of each subject to participate in seminars/conferences/workshops and publication of books.
- For the technological advancement, the institute has motivated the clerical staff for Computer learning.
- To prepare plans and programmes for the development of Mendarda taluka., we have formed many committees. One of them is Community Service Committee. Under this committee many activities are undertaken, such as blood donation camp, eradication of blind-beliefs, prevention of girls foeticides, tree plantation Programmes, Career Counselling programmes etc.

2. New academic programmes initiated (UG and PG):

We have initiated Post Graduation Courses in Hindi and Gujarati from June, 2008. We have also initiated Digital Education and Learning Laboratory from June, 2008.

3. Innovations in curricular design and transaction:

The course is designed and transected through Saurashtra University.

4. Inter-disciplinary programmes started:

No interdisciplinary programmes started.

5. Examination reforms implemented:

We have implemented Class-Test, Assignments, Seminars etc. as steps for examination reforms.

6. Candidates qualified: NET/SLET/GATE etc.

There is no candidate qualified for NET/SLET/GATE etc. in the year 2008-09.

7. Initiative towards faculty development programme:

Each department is working to sharpen their teaching-learning skills. They take regular tests, use audio-visual equipments while teaching. All the faculty members have completed their Orientation Programmes/Refresher Courses as per their requirements.

Our following faculty members have participated/presented papers in state/national /international Conferences/Seminars during the year 2008-09 for their development.

No.	Name of the Faculty	Name of the dept.	Total Number of Conferences/ Seminars participation	Total Numbers as per level (Presented papers)		
				In.Nat.	National.	State.
1	Dr.K.H.Karamata	Gujarati	03	00	00	02
2	Mr.V.K.Parmar	Gujarati	10	00	00	01
3	Mr.S.U.Patel	Gujarati	08	00	00	02
4	Mr.L.M.Panseriya	Sanskrit	06	00	03	01
5	Mr.J.D.Bhalani	Sanskrit	00	00	00	00
6	Ms.H.V.Savaliya	Sanskrit	01	00	00	01
7	Mr.B.R.Barad	Hindi	05	00	02	02
8	Mr.B.D.Dodiya	Hindi	06	00	04	02
9	Mr.K.H.Vala	Hindi	08	00	04	02
10	Mr.D.P.Vala	History	05	00	03	02
11	Mr.U.B.Gameti	History	06	00	02	01
12	Ms.N.K.Chitroda	Sociology	04	00	01	01
13	Mrs.G.C.Chaudhari	Sociology	02	00	01	00
14	Mr.M.P.Mehta	Psychology	06	00	00	03
15	Dr.J.R.Bamrotiya	Psychology	05	00	00	00
16	Mr.N.B.Dudhat	Economics	06	01	03	01
17	Mr.B.S.Dave	Economics	03	00	03	00
18	Dr.F.A.Shaikh	English	06	01	03	02
19	Dr.R.S.Topandasani	Commerce	06	00	05	01
20	Mr.H.D.Barad	Commerce	02	00	02	00
21	Mr.B.N.Revar	Commerce	03	00	02	00
22	Mr.B.V.Bhadaja	Sports	03	00	01	01
		Total	112	02	38	25

8. Total number of seminars/workshops conducted:

The institute has arranged college level seminars but not conducted any state/national/international level seminar/conference/workshop during the year.

9. Research projects

a) Ongoing: Two (Prof.H.D.Barad-Commerce and Dr.F.A.Shaikh-English)

b) Completed: One (Dr.R.S.Topandasani-Commerce)

10. Patents generated, if any:

No Patents are generated.

11. New collaborative research programmes:

No new collaborative research programmes are done.

12. Research grants received from various agencies:

No.	Name	Agency	Sanctioned Rs.	Received Rs.
1	Prof.H.D.Barad	UGC	20000	12500
2	Dr.F.A.Shaikh	UGC	33000	26500
3	Dr.R.S.Topandasani	UGC	40000	15000(Completed)
		Total	93000	54000

13. Details of research scholars:

We do not have any faculty member who has received recognition as a Ph.D./M.Phil. guide. The following faculty members are pursuing Ph.D. work. The details of them are given in the following table.

No.	Name of the Student	Subject	Date of Registration	Title of the work	Status
1	Mr.D.P.Vala	History	18/04/2002	Political and Cultural History of Porbandar State (up to A.D.1947)	On going
2	Mr.U.B.Gameti	History	20/01/2004	History of the Activities of Gandhian Institutions in	On going

				Saurashtra and their Impacts.(A.D. 1920 to 1970)	
3.	Mr.L.M.Panseriya	Sanskrit	11/05/2005	The Tradition of Moral Poetry in Sanskrit Literature and Critical Evaluation of Sukraniti in its Context	Completed on 03/12/2008
4	Ms.N.K.Chitroda	Sociology	06/02/2004	A Sociological Study of Prajapati Community in Saurashtra	On going
5	Mr.B.D.Dodiya	Hindi	22/02/2007	Hamidulla Ka Natyasahitya: Ek Adhyayan	On going
6	Mr.M.P.Mehta	Psychology	11/03/2004	A Comparative Study of Occupational Stress, Institutes, Health Organizational Commitment and Professional Involvement in Handicapped and Unhandicapped Employees.	On going
7	Mr.V.K.Parmar	Gujarati	28/04/2006	Biographical Novels: A Study	On going

8	Mr.B.R.Barad	Hindi	31/07/2008	Laxminarayanlal Vyas Ke Natakon Me Rangamanchiyata: Ek Adhyayan	On going
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14. Citation index of faculty members and impact factor:

There is no citation index ready with us.

15. Honors/Awards to the faculty: National and International

No faculty member has received any honors/awards.

16. Internal resources generated:

The institute generated Rs. **1742135/-** as various fees from the students.

17. Details of departments getting SAP, COSIST(ASSIST)/DST. FIST, etc. assistance/recognition:

No member of any department has got SAP, COSIST(ASSIST)/DST. FIST, etc. assistance/recognition:

18. Community services:

The N.S.S. Unit of the institute has done the following programmes for community benefits.

- Celebration of 'World Environment Day' on 5th June, 2008.
- Van Mahotsav from 1st July, 2008 to 7th July, 2008.
- World Literacy Day on 8th September, 2008.
- World Aids Day on 1st December, 2008.
- Human Rights Day on 10th December, 2008.
- NSS Special Camp from 16th January, to 25th January, 2009.

19. Teachers and officers newly recruited:

No teachers and officers are recruited in this year.

20. Teaching – Non-teaching staff ratio:

Teaching-Non teaching Staff Ratio is 2:1 (22 Teaching Staff and 11 Non-teaching Staff)

21. Improvements in the library services:

The decision is taken by the management and the principal to build a new library building on the first floor.

22. New books/journals subscribed and their value:

Details	From UGC A/C		From College A/C		Total cost Rs.
	Number	Total Cost Rs.	Number	Total Cost Rs.	
Text books	0	0	120	8133	8133
Reference Books	844	94928	46	5045	99973
Other books	0	0	0	0	0
Journals	0	0	0	0	0
Periodicals	0	0	0	0	0
Encyclopedia	0	0	0	0	0
Total	844	94928	166	13178	108106

23. Courses in which student assessment of teachers is introduced and the action taken on student feedback:

We have not taken any feedbacks as such during this year.

24. Feedback from stakeholders.

We have not taken any feedbacks as such during this year.

25. Unit cost of education:

(a) including the salary component = Rs.5762.66 (8713145/1512)

(b) excluding the salary component = Rs.222.71 (336747 / 1512)

26. Computerization of administration and the process of admissions and examination results, issue of certificates:

Administration is partially computerized. (Pay Roll, Day-book, etc are computerized) Admission process, Examination Results etc are yet to be computerized.

27. Increase in the infrastructural facilities:

We have renovated one classroom for Digital Education and Learning Laboratory.

28. Technology up gradation:

We have added 25 new computer systems under the scheme of Commissioner of Higher Education, Government of Gujarat, Gandhinagar.

29. Computer and internet access and training to teachers and students:

Teachers and Students are free to access computer and internet in the Digital English Learning Laboratory.

30. Financial aid to students:

We are giving Gujarat Government Scholarships to deserving students. This year total SC/ST/OBC/EBC and Handicap scholarships of Rs. 785833/- (430 students) are given to the students. Girl Students are exempted from the tuition fee by the Government of Gujarat.

31. Activities and support from the Alumni Association:

One lecture is arranged on “Rules and Regulations Regarding Recruitment of Girls in Police Constable and PSI” on 3rd July, 2008 by an alumna named Vavaiya Sarojben S. who is a Police Constable at Mendarda.

32. Activities and support from the Parent-Teacher Association:

There are no activities or support from Parent-Teacher Association.

33. Health services:

Dr.H.V.Ajmera is rendering his services in the institute to guide and check the students' health, if he is asked for.

34. Performance in sports activities:

There were various sports competitions arranged in the institute. Among them, one was **Kabaddi** which was arranged on 12th and 13th August, 2008 for boys and Girls. There were Eight Teams participated. B.Com. team was the Winner in Boys and B.A. Team was the winner in Girls.

Second competition was **Volleyball** which was arranged on 9th September, 2008 for boys and 10th September, 2008 for Girls. There were five teams of boys and four teams of girls took part in the competition. T.Y.B.A. was the winner in boys and B.Com. Team was the winner in girls.

Cricket (Boys) was arranged on 11th & 12th December, 2008. There were six teams participated. S.Y.B.Com. team was the Champion.

Athletics event was arranged on 19th December, 2008. There were 107 boys and girls participated. **Girnar Arohan Avarohan** Competition took place at Junagadh in January,2009. There were ten boys and ten girls participated.

35. Incentives to outstanding sportspersons:

No incentives to outstanding sports person.

36. Student achievements and awards:

There are **Eighteen Students** appeared in SCOPE exam. Among them, **Seven** students have cleared A1 level and **Two** Students have cleared A2 level ESOL examination conducted by Government of Gujarat. This course is affiliated to Cambridge University (U.K.). The institute gave **18** awards to students for their ranks from F.Y.B.A./B.Com. to T.Y.B.A./B.Com.

37. Activities of the Guidance and Counselling unit:

We have arranged four activities under Career Counseling and Placement Cell and 605 students have participated in them.

38. Placement services provided to students:

We placed information on the notice-board regarding different placements like Police-Constable, bank-clerk, vacancies in private-sectors etc. The eligible and interested students contact the Career Counselling and Placement Cell Convener/members and they give them necessary guidance.

39. Development programmes for non-teaching staff:

No development programme is arranged for non-teaching staff.

40. Good practices of the institution.

SCOPE and DELL (English Language Training Programmes) are initiated to prepare the students for job market.

41. Linkages developed with National / International, academic /Research bodies

The Department of English is running SCOPE/DELL which is linked with Government of Higher Education, Gandhinagar. They have linked it with Cambridge University, U.K.

42. Action Taken Report on the AQAR of the previous year.

Action taken report of the previous year AQAR is given below:

1. Development of library: Decision is taken to build a big library hall.
2. Establishment of well-furnished Language Lab with computers and internet facilities.: Digital English Language Laboratory (DELL) is established with the financial assistance of the Commissioner of Higher Education, Gandhinagar. They have given us Rs.250000/- (Two Lacs and Fifty Thousand) for furniture. We made furniture out of this grant. The Commissioner of Higher education has provided us 25 computer systems along with English Language Learning Software for teaching English Language.
3. Beginning of new courses in English language: SCOPE & DELL Courses.
4. Increasing computer added courses: No courses were added.
5. Establishment of new P.T.C./B.Ed. colleges: The Management has started New P.T.C. College for preparing teachers at Elementary Level.
6. Make arrangement for sports activities/events: Four college level events were organized.
7. Installation of Green glass boards in the class rooms: Not installed yet.
8. Construction of new class-rooms: Decision is taken to construct new classroom, computer lab, Multimedia Room etc.
9. Giving financial aid to the faculty who participate in seminar/conference/workshop: Not given.
10. Commencement of P.G.Centres in Hindi and Gujarati Subjects.: Initiated
11. Arrangement of intra-class seminars: We have arranged them.
12. Arrangement of Study Tours: Not arranged.
13. Arrangement of co-curricular and extra-curricular activities: Arranged.
14. Lectures of the experts on aids-awareness, Mental Health, Stress Management, Competitive Exams, Development of Personality etc.: Expert Lectures are arranged on these fields.

43. Any other relevant information the institution wishes to add: -----

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Section C:

❖ **Outcomes achieved by the end of the year (attach separate sheet if required).**

As per the answer of question number 42.

Section D:

❖ **Plans of the HEI for the next year**

The next year's plan of the institution is given below.

1. Development of library
2. Installation of Green glass boards in the class rooms.
3. Construction of new class-rooms.
4. Arrangement of Study Tours.
5. Arrangement of co-curricular and extra-curricular activities.
6. Lectures of the experts on aids-awareness, Mental Health, Stress Management, Competitive Exams, Personality Development Lectures etc. will be organized.

Name & Signature
of the Coordinator, IQAC

Name & Signature
of the Chairperson, IQAC