

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 : **2009-10**

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

- 1 Development of library
- 2 Make arrangement for sports activities/events.
- 3 Installation of Green glass boards in the class rooms.
- 4 Construction of new class-rooms.
- 5 Arrangement of intra-class seminars
- 6 Arrangement of Study Tours.
- 7 Arrangement of co-curricular and extra-curricular activities.
- 8 Establishment of UDISHA Club
- 9 Physical verification of library books and other assets.
- 10 Motivation of Research Activities
- 11 Motivation for publications
- 12 Lectures of the experts on Stress Management, Competitive Exams, Personality Development Programmes etc.

Part B:

1. Activities reflecting the goals and objectives of the institution:

- To motivate the teachers in academic and research fields, the faculty members of each subject participated in seminars/conferences/workshops and publication of books.
- The clerical staff has been motivated for the technological advancement. To upgrade their skills, they have started learning Computer Courses.
- 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 Programme, career counselling program etc.

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

No new academic course is initiated.

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 2009-10.

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 schedule.

Our following faculty members have participated/presented papers in state/national /international Conferences/Seminars during the year 2009-10 for their academic development.

| No. | Name of the Faculty | Name of the dept. | Total Number of Conferences/ Seminars participation | Total Numbers according to the level (Presented papers) | | |
|-----|---------------------|-------------------|---|---|-----------|--------|
| | | | | In.Nat. | National. | State. |
| 1 | Dr.K.H.Karamata | Gujarati | 00 | 00 | 00 | 00 |
| 2 | Mr.V.K.Parmar | Gujarati | 08 | 00 | 01 | 02 |
| 3 | Mr.S.U.Patel | Gujarati | 04 | 00 | 02 | 00 |

| | | | | | | |
|----|--------------------|--------------|------------|-----------|-----------|-----------|
| 4 | Mr.L.M.Panseriya | Sanskrit | 08 | 00 | 04 | 00 |
| 5 | Mr.J.D.Bhalani | Sanskrit | 03 | 00 | 02 | 01 |
| 6 | Ms.H.V.Savaliya | Sanskrit | 08 | 00 | 03 | 02 |
| 7 | Mr.B.R.Barad | Hindi | 06 | 00 | 05 | 00 |
| 8 | Mr.B.D.Dodiya | Hindi | 07 | 01 | 05 | 00 |
| 9 | Mr.K.H.Vala | Hindi | 08 | 00 | 06 | 00 |
| 10 | Mr.D.P.Vala | History | 08 | 00 | 04 | 02 |
| 11 | Mr.U.B.Gameti | History | 04 | 00 | 03 | 00 |
| 12 | Ms.N.K.Chitroda | Sociology | 06 | 00 | 06 | 00 |
| 13 | Mrs.G.C.Chaudhari | Sociology | 07 | 00 | 04 | 01 |
| 14 | Mr.M.P.Mehta | Psychology | 06 | 00 | 03 | 01 |
| 15 | Dr.J.R.Bamrotiya | Psychology | 00 | 00 | 00 | 00 |
| 16 | Mr.N.B.Dudhat | Economics | 04 | 01 | 03 | 00 |
| 17 | Mr.B.S.Dave | Economics | 01 | 00 | 01 | 00 |
| 18 | Dr.F.A.Shaikh | English | 05 | 02 | 01 | 00 |
| 19 | Dr.R.S.Topandasani | Commerce | 05 | 01 | 03 | 01 |
| 20 | Mr.H.D.Barad | Commerce | 03 | 00 | 03 | 00 |
| 21 | Mr.B.N.Revar | Commerce | 02 | 00 | 02 | 00 |
| 22 | Mr.B.V.Bhadaja | Sports | 04 | 00 | 03 | 00 |
| | | Total | 107 | 05 | 74 | 10 |

8. Total number of seminars/workshops conducted:

Sociology department has arranged one Lecture series in which eminent sociologist and ex-vice chancellor Dr.Vidyut Joshi and Head, of the Sociology Department from Saurashtra University, Dr.Haresh Zala were invited. This lecture was organized on 21st November, 2009 on “Environmental Sociology”.

9. Research projects

a) Ongoing: Three (Dr.R.S.Topandasani-Commerce, Prof.H.D.Barad-Commerce and Dr.F.A.Shaikh-English)

b) Completed: Not any MRP completed

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:

We have not received any research grants from any agencies.

13. Details of research scholars:

We do not have any faculty member who has received recognition of Ph.D./M.Phil. guideship. The following faculty members are doing Ph.D. work. The details 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) | Completed on 25/05/2009 |
| 2 | Mr.U.B.Gameti | History | 20/01/2004 | History of the Activities of Gandhian Institutions in Saurashtra and their Impacts.(A.D. 1920 to 1970) | Completed on 08/03/2010 |
| 3 | Ms.N.K.Chitroda | Sociology | 06/02/2004 | A Sociological Study of Prajapati Community in Saurashtra | On going |
| 4 | Mr.B.D.Dodiya | Hindi | 22/02/2007 | Hamidulla Ka Natyasahitya: Ek Adhyayan | On going |
| 5 | Mr.M.P.Mehta | Psychology | 11/03/2004 | A Comparative | On going |

| | | | | | |
|---|---------------|----------|------------|---|----------|
| | | | | Study of Occupational Stress, Institutes, Health Organizational Commitment and Professional Involvement in Handicapped and Unhandicapped Employees. | |
| 6 | Mr.V.K.Parmar | Gujarati | 28/04/2006 | Biographical Novels: A Study | On going |
| 7 | Mr.B.R.Barad | Hindi | 31/07/2008 | Stage Review in Laxminarayanlal Dramas:A Critical Study | On going |

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 during the year.

16. Internal resources generated:

The institute generated Rs. **1888435/-** as various fees from the students.

17. Details of departments getting SAP, COSIST(ASSIST)/DST. FIST, etc. and other programmes

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

18. Community services:

- Celebration of 'World Environment Day' on 5th June, 2009.
- World Population Day on 11th July, 2009.
- World Peace Day on 15th September, 2009.
- Health Awareness Programme on 8th December, 2009.
- NSS Special Camp from 18th December to 27th December, 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 new library building construction has began. The size is 80 × 30. New Furniture is also made available in the librarian. The other library improvement details are given in the following table.

| Details | From UGC A/C | From College A/C | Total cost Rs. |
|---------------------|--------------|------------------|-------------------|
| | Cost Rs. | Cost Rs. | |
| Cupboards-03 | 10400/- | -- | 10400/- |
| Scanner-1 | 8400/- | -- | 8400/- |
| UPS-1 | 3300/- | -- | 3300/- |
| RAM | 1444/- | -- | 1444/- |

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 | - | - | - | - | - |
| Reference Books | 614 | 276387 | 10 | 1053 | 277440 |
| Other books | 04 | 3425 | - | - | 3425 |
| Journals | - | - | - | - | - |
| Periodicals | - | - | 15 | 10075 | 10075 |
| Encyclopedia | 10 | 7500 | - | - | 7500 |
| Total | 628 | 287312 | 25 | 11128 | 298440 |

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

We have been taking feedbacks from the students to assess the teachers' performance since 2006-07. After the analysis of these feedbacks, the teachers whose performances are comparatively weak are called on individually and discuss with the remedies for the same. The principal and Co-ordinator suggested them the new techniques for how to improve in their respective weak areas.

24. Feedback from stakeholders.

No written feedback is taken.

25. Unit cost of education:

(a) including the salary component = Rs.5696.68 (9017856/1583)

(b) excluding the salary component = Rs.218.24 (345477 / 1583)

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 computerized.

27. Increase in the infrastructural facilities:

We have started construction on the second floor. There will be one library, one computer lab, one multimedia room, three classrooms, and two store rooms.

28. Technology up gradation:

Three new computers are donated by the donors and one Computer is given by Saurashtra University.

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

Teachers and Students are free to access computer and internet in the Computer Lab (DELL). Six teachers and 15 students are using computer/internet per week.

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.770695/- (609 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 “Bank Exam and Recruitment” on 20th July, 2009 by an alumnus named Kotak Pareshbhai Tribhuvandas who is a clerk in Dena Bank, Mendarada.

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.

34. Performance in sports activities:

There were various sports competitions arranged in the institute. Among them, one was **Kabaddi** which was arranged on 7th and 8th August, 2009 for boys and Girls. There were Eight Teams participated. B.A. 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, 2009 for boys and 10th September, 2009 for Girls. There were five teams of boys and

four teams of girls took part in the competition. T.Y.B.Com. was the winner in boys and B.A. Team was the winner in girls.

Cricket (Boys) was arranged on 18th & 19th December, 2009. There were six teams participated. B.Com. team was the Champion.

Athletics event was arranged on 29th & 30th December, 2009. There were 112 boys and girls participated. **Girnar Arohan Avarohan** Competition took place at Junagadh in January, 2010. There were ten boys and ten girls participated.

35. Incentives to outstanding sportspersons:

Generally we give Shield and Certificate to outstanding sportspersons.

36. Student achievements and awards:

There are **Forty Nine** students appeared in SCOPE exam, among them, **Thirty Six** have cleared A1 level and **Four** Students have cleared A2 ESOL examination conducted by Government. This course is affiliated to Cambridge University (U.K.). **Eighteen** awards are given to those students who achieved First, Second and Third rank in Arts and Commerce Programmes from F.Y. to T.Y.

In South Zone Youth Festival which was held on 9th November, 2009 at Joshipura College, Junagadh, our one student stood Second in Hasta Kala Hobby Competition.

37. Activities of the Guidance and Counselling unit:

1. We have arranged a programme General Knowledge Exam on 5th February, 2009 and 160 students have participated in it.
2. The Cell has arranged one Lecture on Agruculture and Agriculture Based Self Employment on 2nd March,2009 and 209 studetns have participated in it.

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.

1. Development of library: New library building construction started.
2. Installation of Green glass boards in the class rooms: Not done yet.
3. Construction of new class-rooms: Started
4. Arrangement of Study Tours: Not arranged
5. Arrangement of co-curricular and extra-curricular activities: Arranged
6. Lectures of the experts on aids-awareness, Mental Health, Stress Management, Competitive Exams, Development of Personality etc. will be organized: Some are organized.

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

Dr.Firoz Shaikh has chaired a session in an International Seminar on '*Interactive Media in Pedagogy: Learning English in & Beyond Classrooms*' on 8th January, 2010 at H. M. Patel Institute of English Training and Research, Vallabh Vidyanagar, Gujarat in association with ELT@I.

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. Conducting Remedial Courses for educationally weak students.

2. Commencing computer added courses.
3. Organization of sports activities/events.
4. Installation of Green glass boards in the class rooms.
5. Giving financial aid to the faculty who participate in seminar/conference/workshop.
6. Organization of seminars.
7. Arrangement of Community Programmes.
8. Arrangement of Capacity Building Programmes for students and Staff.
9. Arrangement of Study Tours.
10. Arrangement of co-curricular and extra-curricular activities.

Name & Signature
of the Coordinator, IQAC

Name & Signature
of the Chairperson, IQAC