

Preface

We feel bright and pride to re-introduce our institution as a part of re-accreditation process under National Assessment and Accreditation Council (NAAC). We would like to represent various facets of our institute in the form of Self Study Report.

We have made sincere efforts and honest retrospection, while preparing this Self Study Report. We have presented this exactly in consonance with the guidelines formulated by NAAC.

At the time of submission of this SSR, we honestly believe that getting accreditation from an esteemed and autonomous body like NAAC is a matter of pride and privilege. We have highlighted our strengths and not ignored to mention our weaknesses. We know that our immediate task is to concentrate in formulating an elaborated plan and proper implementation of the same in the shortest time span possible to overcome the weaknesses.

We whole-heartedly accept that NAAC has given us one more opportunity to look into ourselves and to motivate us for fruitful academic exercise. We hope and believe that we may come up to the expectation of NAAC.

With regards

J C Jakharia
Coordinator

C M Chhatbar
Managing Trustee

Dr. R. K. Chocha
Principal

Executive Summary

Shree Jetpur Kelavani Mandal Trust was founded in 1972 to establish higher educational institution with a name Shree G K & C K Bosamia Arts and Commerce College. The College has UGC 2F (12B) recognition and has been affiliated to Saurashtra University Rajkot. The college is centrally located in the town and has been committed to cater the higher educational needs of the surrounding rural areas of the Tehsil.

Initially, the institution started with B.A. and B.Com. courses and gradually considering the changing educational needs of the town, various self-finance courses like BBA, BCA, PGDCA, M.Sc. (IT & CA), M.A., M.Com. etc., have been introduced.

The college aims at providing qualitative higher education to the maximum number of students, focusing on girls-education. Presently 2853 students are acquiring education in 11 various programmes. The college is scheduled in two sessions: morning and afternoon for optimum utilization of infrastructure and resources. The first session commences at 7.30 am with prayer, National Anthem and light music. B.A., B.Com., TYBCA, PGDCA and Diploma in Yoga courses are scheduled in this session. In the afternoon session: BBA / FY & SY BCA / MA / M.Com. and M. Sc. (IT & CA) programmes are scheduled that ends at 5.30 pm.

The college has a teaching staff of 60 experts, who are imparting higher education in various disciplines. The overall result maintained by the college is up to 90% in the university examinations. The institute has 10 faculties with Ph.D. and 6 faculties with M.Phil. degree. 6 faculties have completed Minor Research Projects sanctioned by UGC. One major research project funded by UGC is ongoing. Teaching staff as a whole have presented 222 research papers at international, national and state level seminars. There are total 125 Books published (89 with ISBN + 36 Non ISBN) by faculties.

The college has been effectively following teaching-learning process. To make this task indulging and intriguing, faculties have adopted modern teaching aids, like multimedia projector and internet besides conventional lecture method. Not only this, but a phenomenal concept of SYLLABUS PLANNER GUIDE (CD) has been introduced and has become a benchmark of our institution. This concept helps students plan their academia and examination preparations and also faculties to regulate their workload and teaching schedule.

The institution has 32 admin and support personnel who take care of maintaining the entire campus apart from executing official duties assigned to them. Majority of the administrative-transactions gets computerized. Student related functions are executed on separate counters to make it smooth and speedy.

The college has 4 acres of land in which there are six buildings, sports fields, parking zones and garden. It is well equipped with fully ventilated 36 classrooms, 10 administrative offices, 8 well-furnished computer labs and other 3 laboratories, e-library, sports center, health center, canteen (ongoing) and recreation center for boys and girls students.

In 2012, state-of-the-art E-library was constructed and put to the use for entire stakeholders. The library contains over 35000 books, subscription of 113 journals and magazines and 11 newspapers. The library is fully Wi-Fi and provides free access to over 80000 e-resources to students and teachers. It remains open from 7.30 am to 5.30 pm. Generally 450 students visit library.

To keep pace with ICT, 481 computers are installed with updated configuration. Seven rooms are specially allocated for multimedia projector. For general instruction, announcement and prayer, the college is facilitated

Shree G K & C K Bosamia Arts and Commerce College – JETPUR

with central sound system. Purified water is facilitated to the students and staff.

The college has been running a good number of extension activities to play the vital role in society and nation building. NSS, Sports, Cultural activities are instances in which outstanding results and achievements are to our credit. The college has given its infrastructure and experts frequently to NGOs for social and spiritual welfare activities. The college has also organized so many programmes for the benefits of students and society i.e blood donation camps, Health awareness programmes, various contests etc. The college also runs various ad-on certificate courses under Continuing Education.

The college functions smoothly and effectively under the continuous monitoring of local management body, Principal and Vice Principal. All different kinds of tasks are aptly assigned to the committees that look after the concerned matter. That is why, a progressive graph is possible to achieve even after a long span of 40 years of the institution. The institution has succeeded to maintain healthy and well-disciplined atmosphere because of a warm and co-operative relationship among the stakeholders. It can be seen clearly, as the institution has huge number of students with maximum number of girl students even though the city has already one separate college for girls.

As the college is located at the heart of the town and frequent transportation services are available (public and private) from the surrounding villages so there has been no requirement of staying/hostel facility. The town is known for its dyeing and printing industry having over 2500 units. The tendency of the students has been found more to join the business (as entrepreneur) than to pursue the Post graduate courses and earning employment as professionals/corporates/technocrats.

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However, in the recent past, this trend is shifting towards the professional courses like M.Sc. IT & CA, MCA, MBA, CA, CS, ICWA etc. and hence the college has witnessed increased queries for starting such courses. The institution has tried to justify this trend by incepting courses like MSc IT & CA and is in quest of incepting other courses to cope up with the need. The institution also has applied for vocational courses scheme of UGC.

Profile of the Affiliated College

1. Name and address of the college:

Name:	Shree G K & C K Bosamia Arts & Commerce College		
Address:	Post Box # 20, Jnagadh Road		
City:	JETPUR - 360370	State:	GUJARAT
Website:	www.bosamiacollege.org		

2. For communication:

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Dr.R K Chocha	O: 02823220356 R: 02823226131	9979408840	227356	dr.rkchocha@rediffmail.com
Steering Committee Coordinator	J C Jakharia	O: 02823220356 R: 02823226425	9427722625		jcjakharia@gmail.com

3. Status of the of Institution :

Affiliated College

Yes

Constituent College

Any other (specify)

4. Type of Institution:

a. By Gender

i. For Men

☐

ii. For Women

☐

iii. Co-education

☒

b. By shift

i. Regular

☒

ii. Day

☐

iii. Evening

☐

5. Is it a recognized minority institution?

Yes ☐
No ☒

6. Source of funding:

Government
Grant-in-aid ☒
Self-financing ☒
Any other

7. a. Date of establishment of the college: 10/06/1972

b. University to which the college is affiliated : Saurashtra University –
RAJKOT,(GUJARAT)

c. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks (If any)
i. 2 (f)	18/06/1976	
ii. 12 (B)	18/06/1976	

(Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act is attached)

d. Details of recognition/approval by statutory/regulatory bodies other than
UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.)

Under Section/clause	Recognition/Approval details Institution/Department/ Programme	Day, Month and Year (dd-mm- yyyy)	Validity	Remarks
Not Applicable				

8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?

Yes ☒ No ☐

If yes, has the College applied for availing the autonomous status?

Yes ☐ No ☒

9. Is the college recognized

a. by UGC as a College with Potential for Excellence (CPE)?

Yes ☐ No ☒

If yes, date of recognition: (dd/mm/yyyy)

b. for its performance by any other governmental agency?

Yes ☒ No ☐

If yes, Name of the agency - **KCG (Knowledge Consortium of Gujarat)**

Date of recognition: 25.03.2013 (dd/mm/yyyy)

10. Location of the campus and area in sq.mts:

Location *	Semi Urban
Campus area in sq. mts.	15330
Built up area in sq. mts.	5146

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

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- Auditorium/seminar complex with infrastructural facilities ☒
- Sports facilities
 - * play ground ☒
 - * swimming pool ☐
 - * gymnasium ☒
- Hostel **No**
 - * Boys' hostel
 - i. Number of hostels
 - ii. Number of inmates
 - iii. Facilities (mention available facilities)
 - * Girls' hostel
 - i. Number of hostels
 - ii. Number of inmates
 - iii. Facilities (mention available facilities)
 - * Working women's hostel
 - i. Number of inmates
 - ii. Facilities (mention available facilities)
- Residential facilities for teaching and non-teaching staff (give numbers available -- cadre wise) **No**
- Cafeteria -- ☒
- Health centre – ☒
 - First aid,
 - Health centre staff –

Qualified doctor	-	On demand visiting
Qualified Nurse	-	On demand visiting
- Facilities like banking, post office, book shops **No**
- Transport facilities to cater to the needs of students and staff **No**
- Animal house **No**
- Biological waste disposal **No**
- Generator or other facility for management/regulation of electricity and voltage ☒
- Solid waste management facility **No**
- Waste water management **No**
- Water harvesting **No**

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**12. Details of programmes offered by the college
(Give data for current academic year)**

Programme Level	Name of the Programme / Course	Duration	Entry Qualification	Medium of instruction	Sanctioned/ approved Student strength	No. of students admitted
Under-Graduate	BA	6 Sem.	HSc	Gujarati	260	229
	BCom			Gujarati	260	261
	BBA			English	150	120
	BCA			English	188	188
Post-Graduate	MA H.Sc.	2 Years 4 Sem. 4 SEm 2 Years 4 Sem	BA/B.Sc(H.Sc)	Gujarati	60	15
	MA Eco		BA (Eco)	Gujarati	60	51
	MA Psy		BA (Psy)	Gujarati	60	45
	MCom		BCom/BBA	Gujarati	60	51
	MSc IT		UG with Computer/UG with PGDCA	English	70	63
Integrated Programmes P G	Nil					
Ph.D.	Nil					
M.Phil.	Nil					
Ph. D.	Nil					
Certificate courses	SCOPE DELL	90 Hours	SSC	Gujarati English	No Limit	33
UG Diploma	Diploma in Yoga	1 Year	HSC	Gujarati	No Limit	09
PG Diploma	PGDCA	2 Sem.	Graduate	English	120	75
Any Other (specify and provide details)	CCC	90 Hours	SSC	English	No Limit	260

13. Does the college offer self-financed Programmes?

Yes ☒ No ☐

If yes, how many?

Seven

- 14. New programmes introduced in the college during the last five years if any?**

Yes ☒ How Many 2

Programme	Started in Year	Affiliated with
MSc IT	2008-09	Saurashtra University
Diploma in Yoga	2011-12	Shri Somnath Sanskrit Univerity

- 15. List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)**

Particulars	UG	PG	Research
Science	1	1	0
Arts	5	3	0
Commerce	1	1	0
Any Other not covered above	2	0	0

- 16. Number of Programmes offered under (Programme means a degree course like BA, BSc, MA, M.Com)**

a. Annual system	3
b. semester system	8
c. trimester system	0

- 17. Number of Programs with**

a. Choice Based Credit System :	4
b. Inter/Multidisciplinary Approach	0
c. Any other (specify and provide details)	0

18. Does the college offer UG and/or PG programmes in Teacher Education?

Yes ☐ No ☒

If yes,

a. Year of Introduction of the programme(s).....
(dd/mm/yyyy)
and number of batches that completed the programme

b. NCTE recognition details (if applicable)
Notification No.:
Date: (dd/mm/yyyy)
Validity:.....

c. Is the institution opting for assessment and accreditation of Teacher Education Programme separately?

Yes ☐ No ☐

19. Does the college offer UG or PG programme in Physical Education?

Yes ☐ No ☒

If yes,

a. Year of Introduction of the programme(s).....
(dd/mm/yyyy)
and number of batches that completed the programme
NCTE recognition details (if applicable)

Notification No.:
Date: (dd/mm/yyyy)
Validity:.....

b. Is the institution opting for assessment and accreditation of Physical Education Programme separately?

Yes ☐ No ☐

20. Number of teaching and non-teaching positions in the Institution

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor					
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC / University / State Government Recruited	0	0	16	06	3	0	15	0	2	1
Yet to recruit					1		7		0	
Sanctioned by the Management/society or other authorized bodies Recruited					23	11	10	0	2	2
Yet to recruit									1	1

21. Qualifications of the teaching staff:

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.							
Ph.D.			6	3	1		10
M.Phil.			2		4		6
PG			8	3	21	11	43
Temporary teachers							
Ph.D.							
M.Phil.							
PG							
Part-time teachers							
Ph.D.							
M.Phil.							
PG					1		1

22. Number of Visiting Faculty /Guest Faculty engaged with the College.

Ten visiting faculties

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- 23. Furnish the number of the students admitted to the college during the last four academic years.**

Category	2008-09		2010-11		2010-11		2011-12	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	80	45	44	48	54	46	54	53
ST	2	3	3	3	7	4	7	9
OBC	134	197	214	267	265	230	296	255
General	773	1188	879	1118	917	1124	1003	1126
Other(PH)	3	4	3	5	6	3	2	5
Total	992	1437	1143	1441	1249	1407	1362	1448
Total Students	2429		2584		2656		2810	

- 24. Details on students enrollment in the college during the current academic year: 2012-13**

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same state where the college is located	2399	454			2853
Students from other states of India					
NRI students					
Foreign students					
Total	2399	454			2853

- 25. Dropout rate in UG and PG (average of the last two batches)**

UG 3 %

PG 3 %

- 26. Unit Cost of Education**

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

(a) Including the salary component: Rs. 17535 /-

(b) Excluding the salary component: Rs. 5283/-

27. Does the college offer any programme/s in distance education mode (DEP)?

Yes ☐ No ☒

If yes,

a) is it a registered centre for offering distance education programmes of another University

Yes ☐ No ☐

b) Name of the University which has granted such registration.

c) Number of programmes offered

d) Programmes carry the recognition of the Distance Education Council.

Yes ☐ No ☐

28. Provide Teacher-student ratio for each of the programme/course offered

Name of Program	Teacher-Student ratio
BA	18 : 668
BCom	07 : 694
BBA	10 : 382
BCA	19 : 655
MA	15 : 199
MCom	05 : 59
MSc IT&CA	05 : 120
PGDCA	05 : 76
Diploma in Yoga	01 : 09
DELL/SCOPE	02 : 33

29. Is the college applying for Accreditation : Cycle 2 (Re accreditation)

30. Date of accreditation

Cycle 1: 31/03/2007

Accreditation Outcome/Result **B+ (Institutional Score 76.00%)**

31. Number of working days during the last academic year. 230

32. Number of teaching days during the last academic year 185

(Teaching days means days on which lectures were engaged excluding the examination days)

33. Date of establishment of Internal Quality Assurance Cell (IQAC)
25/09/2008

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.

AQAR (i) 18/10/2008

AQAR (ii) 18/12/2009

AQAR (iii) 05/12/2011

AQAR (iv) 27/09/2012


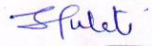
35. Any other relevant data (not covered above) the college would like to include. (Do not include explanatory/descriptive information)

- New library building “Sarawati Bhavan” in 17500 sq ft investing self-funded 3.25 crore.
 - consisting 130 computers in 3 fully AC labs
 - Full Wi-Fi enabled reading area
 - full accessibility to N-list providing individual user-id and password to over 1500 students
 - Over 80000 e books and 1500 e journals
 - Over 40000 physical reading resources

- **Pilot Programmes**

- Developed new Online Internal Examination Software to cope up with time boundaries of CBCS
- Erecting large canteen having capacity of over 400 persons at a time
- CCTV surveillance installed in e-library and projected to be installed in entire campus by next academic year
- Applied for Online on demand examination for various educational and competitive examination

Certificate of 2(f) & 12 (B)

<p>Ph. 23236351, 23232701, 23237721 23234116, 23235733, 23232317 23236735, 23239437, 23239627</p> <p>Extension No. 413 (CPP-I Colleges) UGC Website: www.ugc.ac.in F. No. 1-1/2004 (CPP-I/C)</p>	 <p>ज्ञान-विज्ञान विमुक्तये SPEED POST</p>	<p>विश्वविद्यालय अनुदान आयोग बहादुरशाह जफर मार्ग नई दिल्ली-110 002 UNIVERSITY GRANTS COMMISSION BAHADURSHAH ZAFAR MARG NEW DELHI-110 002</p>
<p>The Principal, Sri G.K. & C.K. Bosmia Arts and Commerce College Jetpur, Dist. Rajkot Gujarat</p>		<p>October, 2012</p> <p>31 OCT 2012</p> <p>श्री गोकुल बोस्मिया आर्ट्स एंड कॉमर्स - जेतपुर अनुदान क्र. १०३ नं. ५१११७१२ सश्री</p>
<p>Sub: - Recognition of Sri G.K. & C.K. Bosmia Arts and Commerce College, Jetpur, Dist. Rajkot, Gujarat under Section 2 (f) & 12 (B) of the UGC Act, 1956.</p>		
<p>Sir,</p> <p>With reference to your letter No. UGC/192/09/2012 dated 10.09.2012 on the above subject I am directed to say that the name of Sri G.K. & C.K. Bosmia Arts and Commerce College, Jetpur, Dist. Rajkot, Gujarat established in the year of 1972, affiliated to Saurashtra University, University Road, Rajkot – 360 005 is included in the list of Colleges maintained under Section 2 (f) & 12 (B) of the UGC Act, 1956 under the head Non-Government College teaching upto Bachelor's Degree.</p>		
		<p>Yours faithfully,  (Sunita Gulati) Section Officer</p>

Criterion I - Curricular Aspects:[100 Marks]

Depending on the responsibilities of various Institutions, this criterion deals with curriculum development and implementation process. The criterion looks into how the curriculum either assigned by a University or marginally supplemented or enriched by an institution, or totally remade, depending on the freedom allowed in curricular design, aligns with the institutional mission. It also considers the practices of an institution in initiating a wide range of programme options and courses that are in tune with the emerging national and global trends and relevant to the local needs. Apart from issues of diversity and academic flexibility, aspects on career orientation, multi-skill development and involvement of stakeholders in curriculum updation, are also gauged under this criterion. The focus of this criterion is captured in the following Key Aspects:

KEY ASPECTS

1.1(U)* Curriculum Design and Development
(For Universities and Autonomous Colleges)

1.1(A)* Curriculum Planning and Implementation [20 Marks]
(For Affiliated/Constituent Colleges)

1.2 Academic flexibility [30 Marks]

1.3 Curriculum Enrichment [30 Marks]

1.4 Feedback System [20 Marks]

(U)- applicable only for Universities and Autonomous Colleges

(A)- applicable only for the Affiliated/Constituent Colleges

1.1(A) Curriculum Planning and Implementation

1.1.1 State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.

Vision

“To cater the society with value based and qualitative higher education keeping in track with contemporary trends and make learning openly accessible for and up to the end users irrespective of caste, color or creed.”

Mission

- ◆ To commence and run degree and diploma courses
- ◆ To appoint qualified faculties
- ◆ To provide education with latest equipment
- ◆ Creating social awareness towards environment
- ◆ Developing integrated personality of students commencing and running Sports, NSS & co and extra-curricular activities
- ◆ To create opportunities for employability
- ◆ To emphasize specially on self-reliance of women through higher education

Objectives

- ◆ This institution has been striving to accomplish following objectives:
- ◆ To provide quality education
- ◆ Catering growing needs of industrial organization
- ◆ Making students visualize their career planning
- ◆ Development of personality traits of students through co-curricular and extra curricular activities
- ◆ Focusing on women’s education
- ◆ Creating social and environmental awareness

**Vision, Mission and Objectives are communicated in following manner;
*Communication to students:***

- ◆ Institutional website : www.bosmiacollege.org
- ◆ Prospectus & Handbill
- ◆ On campus Sign board
- ◆ Notice board
- ◆ Induction meeting
- ◆ Syllabus planner Guide (CD) with additional web references

Communication to staff and teachers

- ◆ At the time of new appointment
- ◆ Updated information during management meeting
- ◆ On campus Sign board

Communication of Stakeholders

- ◆ Institutional website : www.bosmiacollege.org
- ◆ Prospects and Handbill
- ◆ Parent meeting

1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).

For effective implementation of curriculum, institution follows:

- ◆ Academic calendar from Saurashtra university
- ◆ Academic calendar prepared by institution
- ◆ Principal meeting with HOD
- ◆ Inter department meeting by HOD
- ◆ Preparing academic planner including
- ◆ Unit wise planning
- ◆ Internal Test
- ◆ Projects / Seminar / Presentation
- ◆ Industrial tour / Visit

Institution provides syllabus planner guide to each and every student in the form of a CD at the start of each academic session. This guide contains detailed university syllabus with reference books and additional web references. Guide also contains the approximate weightage of all units of syllabus and tentative time duration.

1.1.3 What type of support (procedural and practical) do the teachers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?

University support

- ◆ Course wise curriculum with reference books and approximate weightage to institute when modified
- ◆ Organizing training / workshop to faculty while introducing new curriculum

Institution support

- ◆ Subject wise curriculum
- ◆ For preparing Course CD with additional web references
- ◆ Core library with latest reference books
- ◆ E-library with N-list usage
- ◆ Wi-Fi and open Internet access during working hours

1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other statutory agency.

- ◆ Member of board of studies actively participate in board meetings
- ◆ Organized one week workshop to prepare a Syllabus Planner Guide (SPG) CD of each course with additional web references
- ◆ Incorporating University's Academic Calendar with institution's academic planner
- ◆ Technological update for effective teaching-learning

1.1.5 How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalisation of the curriculum?

- ◆ University board of studies builds up and applies the specific curriculum considering the needs of beneficiaries like industry, research bodies etc.
- ◆ Institute has to follow the specified curriculum in a given period of time, hence there remains a narrow scope for institution to network and interact on sole basis. However, faculties as a member of board of studies, play vital role in building the effective curriculum.

1.1.6 What are the contributions of the institution and/or its staff members to the development of the curriculum by the University?(number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.

- ◆ Suggestions and feedback of all faculties as a whole are represented by members of board of studies in board meetings. Importantly, institution has members' representation in majority of the subjects of all courses.

Board of study's representatives are:

No	Name	Subject	Designation
1	Prof. V.D. Mehta	Accountancy	Member
2	Prof. J.M. Ramanuj	Commerce	Member
3	Dr. R.K. Chocha	Psychology	Member
4	Prof. J.R. Dobaria	Economics	Chairman
5	Prof. R.R. Rokad	Home Science	Co-chairman
6	Prof. J.H. Sansiya	Hindi	Member
7	Dr. B.R. Khacharia	Gujarati	Member
8	Dr. K.B. Vyas	English	Member
9	Prof. J.C. Jakharia	Computer Science	Co-chairman
10	Prof. N.R. Suba	Management	Co-chairman

1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the preview of the affiliating university) by it? If 'yes', give details on the process ('Needs Assessment', design, development and planning) and the courses for which the curriculum has been developed.

No

1.1.8 How does institution analyse/ensure that the stated objectives of curriculum are achieved in the course of implementation?

The institution follows the under mentioned procedure to ensure it;

- ◆ Preparation of Syllabus Planner Guide by faculties
- ◆ Provide the best infrastructure for teaching, learning & library
- ◆ Organize classroom tests (CRT), Unit tests, (Internal Test, Assignments etc)
- ◆ Students' feedback on various courses
- ◆ Provide Soft & Hard material related to curriculum
- ◆ Guide the students for preparing assignments
- ◆ Provide the students the facility of book bank
- ◆ Also facilitate students to imbibe 'environmental education' and conducts 'examination'. Health Awareness programme is also run with the help of IMA Jetpur.

1.2 Academic Flexibility

1.2.1 Specifying the goals and objectives give details of the certificate/diploma/ skill development courses etc., offered by the institution.

- ◆ Diploma in Yoga
- ◆ For Health and Hygiene of society
- ◆ To meet the need of value added courses to the students
- ◆ SCOPE
- ◆ For competency in English and communication as most of the students are from Gujarati medium and come from rural areas
- ◆ English language proficiency in society
- ◆ CEP
- ◆ To provide additional competency enhancing knowledge for coping in various essential requirements in ongoing curriculum

1.2.2 Does the institution offer programmes that facilitate twinning /dual degree? If 'yes', give details.

College at its own level does not offer dual degree programmes. However following add-on courses are availed to the students simultaneously with their regular courses

- | | | |
|-------------------|---|--|
| ◆ Diploma in Yoga | - | Shree Somnath Sanskrit University |
| ◆ SCOPE | - | Gujarat Govt. and Cambridge University |
| ◆ CEP | - | Saurashtra University |

1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability

- ◆ Range of Core /Elective options offered by the University and those opted by the college
- ◆ Choice Based Credit System and range of subject options
- ◆ Courses offered in modular form
- ◆ Credit transfer and accumulation facility
- ◆ Lateral and vertical mobility within and across programmes and courses
- ◆ Enrichment courses

- ◆ Range of Core /Elective options offered by the University and those opted by the college and Choice Based Credit System and range of subject options

Table 1.2.3.A

Faculty	Offered by University				Opted by College			
	Foundation	Core	Core/Allied	Elective	Foundation	Core	Core/Allied	Elective
Arts(UG)	2	22	16	16	2	5	5	5
Arts(PG)		15				3		
Commerce-UG	1	4	6	9	1	4	2	2
Commerce-PG		4				1		
Management	1	5	2	4	1	5	2	2

- ◆ **Courses offered in modular form**
 - Curriculum structure and modules provided by university
- ◆ **Credit transfer and accumulation facility**
 - Provided as per university curriculum
- ◆ **Lateral and vertical mobility within and across programmes and courses**
 - Provided as per university norms
- ◆ **Enrichment courses**
 - Communication skill - SCOPE
 - Health and Hygiene – Diploma in YOGA
 - Handy-craft – Mehendi, Glass Painting, Stitching and embroidery, clay modelling, beauty parlour, cooking etc.
 - Business – Cooperation and banking classes, Computerized accounting
- ◆ Institution provides **Academic Flexibility** by offering choices for the subject of specialization in graduation courses
 - Bachelor of Arts
Economics, Psychology, Gujarati, Hindi, Home Science
 - Bachelor of Commerce
Computer Science, Advanced Accountancy and Auditing

- Bachelor of Business Administration
Advanced Financial Management, Advanced Marketing Management
- ◆ Academic flexibility provided to students could be useful to them in several ways;
 - Students can avail second UG degree in just one additional year so that their academic progression span is saved.
 - Subject like IT offered to B.Com. and BA students, make them competent and hence their employability increases.
 - Choices offered in professional course like BBA, prepare students for their specialization in post graduation courses like MBA, PGDBM etc.
 - BA, BCom and BBA Students can also pursue higher degree courses like PGDCA and MSc (IT & CA).

1.2.4 Does the institution offer self-financed programmes? If 'yes', list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.

Yes, the college offers the following self-financed programs recognized by the UGC and affiliated to Saurashtra University:

- 1 **BBA**
- 2 **BCA**
- 3 **MSc (IT & CA)**
- 4 **PGDCA**
- 5 **MA (Economics, Psychology, Home Science)**
- 6 **MCom**
- 7 **PGDCHN - POST GRADUATE DIPLOMA IN HARDWARE AND NETWORKING (APPLIED FOR AFFILIATION)**
- 8 **B.Sc.(IT) (APPLIED FOR AFFILIATION)**

- ◆ **Admission process** of Self Financed courses is on the merit basis as per guidelines by Saurashtra University and Department of Higher Education while for other programmes admission is given on 'first come first' basis. Particularly for M.Sc. (IT & CA) University gives centralized admission.
- ◆ **Fee structure** is recommended by state authorities for self finance courses and management has a policy of charging minimum fees for SF courses.
- ◆ **Salary structure design:**
 - GIA colleges pay fix salary (i.e. Rs. 7500/-) for 5 years where as institution salary provision for SF faculties is on the basis of interview performance and competency delivered by faculties in demo lectures.
 - Institution pays 10% to 15% increment on current salary every year
 - Special increment to the Best Teacher Award winner faculty

1.2.5 Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If 'yes' provide details of such programme and the beneficiaries.

College provides following additional programmes to satisfy regional and global employment need

- ◆ Communication skill - SCOPE
- ◆ Health and Hygiene – Diploma in YOGA
- ◆ Handy-craft – Mehendi, Glass Painting, Stitching and embroidery, clay modeling, beauty parlor, cooking etc.
- ◆ Business – Cooperation and banking classes, Computerized accounting

1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice" If 'yes', how does the institution take advantage of such provision for the benefit of students?

No, the university does not allow the flexibility of combining conventional face to face and distance mode of education.

13 Curriculum Enrichment

1.3.1 Describe the efforts made by the institution to supplement the University's Curriculum to ensure that the academic programmes and Institution's goals and objectives are integrated?

- ◆ The college ensures that the University Curriculum is followed in the best of the spirit. The college academic calendar is prepared in every session with the active involvement of the HODs and the CDC.
- ◆ Special Syllabus Planner Guide CD is designed by faculties
- ◆ To build competency of computer and internet among Arts students, according to e-governance policy, college offers national level CCC course affiliated to DOEACC
- ◆ To create English language proficiency for students taking admission in English medium courses, college provides DELL along with their regular curriculum. Maximum students are encouraged to appear in SCOPE so that their level of proficiency can be tested.

1.3.2 What are the efforts made by the institution to modify, enrich and

organize the curriculum to explicitly reflect the experiences of the students and cater to needs of the dynamic employment market?

Members of board of studies, as students' representatives, take students' opinion and feedback in general and they put up their recommendations in board meetings accordingly. However, college does not have formal feedback mechanism to modify, enrich and organize the curriculum.

1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?

Institution actively extends the curriculum activities to address the above mentioned issues by following ways;

- ◆ “BETI BACHAO” campaign
- ◆ General Environmental Awareness
- ◆ Cleanliness and Hygiene drive
- ◆ Energy Conservation
- ◆ Consumer Awareness
- ◆ Traffic Rules Awareness
- ◆ Seminar on RTI awareness
- ◆ Seminar on Human Rights
- ◆ Free internet facility to all students
- ◆ NSS activities

1.3.4 What are the various value-added courses/enrichment programmes offered to ensure holistic development of students?

- ◆ **Moral and ethical values**
- ◆ **Employable and life skills**
- ◆ **Better career options**
- ◆ **Community orientation**

- ◆ **Moral and ethical values**
 - Diploma in Yoga
 - Personality development
 - “Art of living” Shibir
 - “Vipasyana” shibir
 - Discourses by various religious priests on ethical issues
 - Sports competitions

- ◆ **Employable and life skills**
 - Communication skill
 - Mehendi

- Glass Painting
- Stitching and Embroidery
- Clay modeling
- Cooking
- Computer fundamental and Internet
- Business communication
- Discourses on anti-addiction
- Assignment of various inter college activities to students for Leadership skill development

◆ **Better career options**

- Beauty parlor
- Banking and Cooperation
- Computerized accounting
- Workshops on Android and contemporary IT concepts
- Career Counseling and Development Center under Saurashtra University

◆ **Community orientation**

- NSS
- “Saptdhara”

135 Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

We don't have formal mechanism of taking feedback from students & stack holders on curriculum.

1.3.6 How does the institution monitor and evaluate the quality of its enrichment programmes?

The college has organized a committee named CDC (College Development Committee). Who monitors the enrichment programmes and keep in constant touch with concerned faculties. Time to time, the CDC also helps them to update the format and content of such programmes.

14 Feedback System

1.4.1 What are the contributions of the institution in the design and development of the curriculum prepared by the University?

Institution has its voice in university for designing and developing the curriculum in a way that 10 faculties are members of board of studies (as shown below). Suggestions and feedback of all faculties and students as a whole are represented by members of board of studies in board meetings.

Table 1.4.1.A

Sr. No.	Name	Subject	Role
1	Prof. V.D. Mehta	Accountancy	Member
2	Prof. J.M. Ramanuj	Commerce	Member
3	Dr. R.K. Chocha	Psychology	Member
4	Prof. J.R. Dobaria	Economics	Chairman
5	Prof. R.R. Rokad	Home Science	Co-chairman
6	Prof. J.H. Sansiya	Hindi	Member
7	Dr. B.R. Khacharia	Gujarati	Member
8	Dr. K.B. Vyas	English	Member
9	Prof. J.C. Jakharia	Computer Science	Co-chairman
10	Prof. Nitin R. Suba	Management	Co-chairman

142 Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If 'yes', how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programmes?

We don't have formal mechanism of taking feedback from students & stack holders on curriculum.

143 How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes? Any other relevant information regarding curricular aspects which the college would like to include.

The college has introduced two courses during last four years.

1. M.Sc. (I.T. & CA) in 2008:09
(Affiliated with Saurashtra University)

- ◆ For students of our institution who has passed out graduation with computer science and PGDCA can avail the facility of PG Course at door step.
- ◆ To meet the demand of stakeholders in a present era of technology.
- ◆ For pass-out students of rural vicinity

2. Diploma in Yoga in 2011-12
(Affiliated with Shri Somnath Sanskrit University)

- ◆ For Health and Hygiene of society
- ◆ To meet the need of value added courses to the students

Criterion II - Teaching-Learning and Evaluation:[350 Marks]

This criterion deals with the efforts of an institution to serve students of different backgrounds and abilities, through effective teaching-learning experiences. Interactive instructional techniques that engage students in higher order 'thinking' and investigation, through the use of interviews, focused group discussions, debates, projects, presentations, experiments, practicum, internship and application of ICT resources, are important considerations. It also probes into the adequacy, competence as well as the continuous professional development of the faculty who handle the programmes of study. The efficiency of the techniques used to continuously evaluate the performance of teachers and students is also a major concern of this criterion. The focus of this criterion is captured in the following Key Aspects:

KEY ASPECTS

2.1 Student Enrolment and Profile	[30 Marks]
2.2 Catering to Diverse Needs of Students	[50 Marks]
2.3 Teaching-Learning Process	[100 Marks]
2.4 Teacher Quality	[80 Marks]
2.5 Evaluation Process and Reforms	[50 Marks]
2.6 Student Performance and Learning Outcomes	[40 Marks]

2.1 Student Enrolment and Profile [30 Marks]

2.1.1 How does the college ensure publicity and transparency in the admission process?

Publicity for admission

- ◆ College Website
- ◆ Pamphlets and handbills
- ◆ Advertisement through local television cable network
- ◆ A brief presentation of the college has been prepared and shown to the various higher secondary schools' students who are appearing for 12th exam.
- ◆ Admissions are given on first come first serve basis in BA, BCom, PGDCA, SCOPE and Diploma in Yoga programs.

Transparency in admission

- ◆ In BBA, BCA, MA and M.Com. programs, admissions are given on merit basis.
- ◆ In MSc (IT & CA), admission process is centrally conducted by Saurashtra University except on management quota seats.
- ◆ Management has a policy of first come first serve basis admission for management quota with considerably lower fees with compare to other colleges.
- ◆ College publishes all instructions and information regarding the above admission process to the students on various notice boards as well as on college website.
- ◆ College keeps Admission Counselling Cell to provide thorough guidance to students before taking admission in any program.

2.1.2 Explain in detail the criteria adopted and process of admission (Ex. (i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programmes of the Institution.

- ◆ For BA/BCom/PGDCA/SCOPE/Diploma in Yoga – First Come First Serve Basis
- ◆ For BBA/BCA/MA/MCom – Merit Basis
- ◆ MSc (IT & CA) – By SUCAB

2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.

Table 2.1.3.A

Program	Bosamia College		SPKM Jetpur	
	Minimum %	Maximum %	Minimum %	Maximum %
BA	35	79	35	82
BCom	35	82	35	84
BBA	50	87	50	88
BCA	35	81	35	83
PGDCA	42	71	40	70
MA (H.S)	61	72	==	==
MA (Eco)	48	66	==	==
MA (Psy)	52	73	==	==
MCom	48	66	==	==
MSc (IT&CA)	48	73	==	==

2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If ‘yes’ what is the outcome of such an effort and how has it contributed to the improvement of the process?

Yes. CDC, College Admission Committee and college management body, review the admission process and student profiles every year before HSC/Final Year result announcement. They take necessary actions timely to ease the admission process and make it more effective as under;

- ◆ Payment of fees directly in bank for easier book keeping and records of admission.
- ◆ Demanding additional intake from university after considering students’ trend towards various programs
- ◆ Recommending new programmes to initiate on the basis of students’ queries while Admission Counseling
- ◆ Recommending for addition and up-gradation of infrastructural facilities i.e. Computers, labs, books, classrooms etc.

2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion

- ◆ SC/ST
- ◆ OBC
- ◆ Women
- ◆ Differently abled
- ◆ Economically weaker sections
- ◆ Minority community
- ◆ Any other

Admission Policy of the institution

- ◆ Institution has a Vision of focusing on Girls' Education.
- ◆ Institution follows transparent admission process which is made public widely through College Website, Pamphlets and handbills, Advertisement through local television cable network and brief presentations.
- ◆ For Economically weaker sections, management avails facility of fees payment in instalments as per their convenience.
- ◆ Moreover, faculties and members of management body bear full/partial fees of specific students.
- ◆ Institution gives wide publicity and support to the various government schemes related to SC/ST, OBC, PH, BC, EBC etc.

2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. i.e. reasons for increase / decrease and actions initiated for improvement.

Table 2.1.6.A

Programmes	Number of application	Number of students admitted in Year			
		2009-10	2010-11	2011-12	2012-13
BA	229	335	299	239	229
B.Com.	261	154	257	251	261
BBA	120	135	139	137	120
BCA	273	207	189	310	188
MA (HS)	16	73	75	81	16
MA (Eco)	51	68	66	64	51
MA (Psy)	45	78	80	77	45
M.Com.	51	110	116	110	51
MSc IT&CA	Centralized	59	60	62	63
PGDCA	75	132	109	80	75
SCOPE/DELL	45	102	75	64	45
CCC	796	---	---	650	796
Dip in Yoga	9	---	---	49	9

Demand Trends

Demand of educational programme depend on two factors

- 1 Educational streams and facilities at school level**
- 2 Intake limitations imposed by university**

- ◆ **B A**
 - Generally, in surrounding schools, year by year there has been less number of enrolments in Arts stream; therefore decline in demand.
- ◆ **B Com**
 - Looking at the demand of CA, CS, ICWA and MBA programs, the demand shows the upward trend.
- ◆ **B B A**
 - There is a constant demand of this course.
 - There are also intake limitations by university as this is self-finance course.
 - Limited number of students due to allocated intake by University
- ◆ **B C A**
 - Looking at the IT awareness and its positive trend, there has been a constantly growing demand for this course.
 - University has reduced intake to 150 students in 2012-13.

- ◆ M Sc (IT & CA)
 - Constant growing demand as per centralized admission norms
 - Present intake of the course is 60 students.
- ◆ P G D C A
 - Looking at the diminishing utility of the course, there has been declining demand of the course.
 - With compare to other college providing same course, the institution has more number of students enrolled in PGDCA.
- ◆ M A / M Com
 - Generally demand is constant.
 - Significant fall in demand has been noticed in 2012-13 (Semester system/MBA/BEd/other professional)

2.2 Catering to Diverse Needs of Students[50 Marks]

2.2.1 How does the institution cater to the needs of differently- able students and ensure adherence to government policies in this regard?

Looking at the negligible number of differently able students, Institution has a policy to follow government reservation policies strictly to specially cater to the needs of this category.

2.2.2 Does the institution assess the students' needs in terms of knowledge and skill before the commencement of the programme? If 'yes', give details on the process.

No

2.2.3 What are the strategies drawn and deployed by the institution to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice? (Bridge/Remedial/Add-on/Enrichment Courses, etc.

Institution provides 4 professional courses BBA, BCA, MSc (IT & CA) and PGDCA, and each of them has English as a medium of instruction. Considering the rural background of students getting enrolled in such courses, institution follows strategy of availing Remedial and Enrichment courses to them as under;

- ◆ SCOPE
- ◆ DELL

To cope with computer literacy and to provide additional certified courses for better employability, institution provides following add-on courses.

- ◆ CCC
- ◆ CEP

2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?

College acts aggressively and positively for sensitization of staff and students on following issues;

- ◆ **For dissolving and addressing gender issues;**
 - Seminar on Women Psychology
 - Promotion of “Beti Bachavo” campaign
 - Special admission criteria for “One Girl Child”
 - Special talks on gynecological issues
- ◆ **For Environmental Awareness**
 - Monthly Cleanliness Drive in college campus by Students and Staff
 - Plantation Campaign and Watering by Students and Staff
 - Cleanliness Campaign by NSS (Girls and Boys) students in nearby villages and surrounding areas
 - “Minimize Plastic Usage” awareness programme
- ◆ **For Health and Hygiene**
 - Special lectures by expert doctors on Swine Flu, Dengue Fever, AIDS, Chikun Gunia etc
 - Promotion of Diploma in Yoga course
 - Blood Donation camps and campaign
 - Participation of Students and staff in Polio and Falciparum Vaccination Drive
- ◆ **For Spiritual and Personal Development**
 - Discourses of well known religious personalities on anti-addiction, Cleanliness, Nationality, Unity and integrity etc.
 - Promotion of Art of Living, Vipasyana and Samarpan Dhyan Shibir among students and staff

2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?

- ◆ To identify the special educational needs of advanced learners, institution follows following practice;
 - Special talk on current affairs
 - Informal random feedback from students by department heads
 - Solicitation of suggestions through suggestion box
 - Feedback of students’ parents through questionnaire in Parents Meeting

- ◆ To respond and to satisfy the special needs of advanced learners, institution follows as under;
 - Management with CDC conducts regular meetings and takes timely actions on such requirements e.g.
 - Purchase of books
 - Purchase of additional computers,
 - Up-gradation of technology
 - Special subscriptions of journals, magazines and websites
 - Students Seminar and Events are organized to uplift their competency and make them professionally well equipped.
 - Invite expert lectures on specified concurrent topics and issues to orient students with contemporary time.

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc.)?

- ◆ Students have to undergo three types of tests (exams)
 - Unit Test (Classroom test)
 - Internal Exam (MCQ + Assignment + Seminar)
 - University Exam
- ◆ Data of all such tests/exams remain available in admin office.
- ◆ Data sheet of academic performance is prepared in specified orders for analysis (i.e. ascending marks wise, percentage wise etc.)
- ◆ Slow learners (weaker students) are identified from the analyzed reports.
- ◆ Department head and respective faculty members conduct a special meeting with such students and ask for their parents if required.
- ◆ In special circumstances, students are given chance of Re-test in internal exam.

2.3 Teaching-Learning Process

2.3.1 How does the college plan and organise the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation, blue print etc.)

The college has an object oriented policy of planning and organizing its entire teaching, learning and evaluation process. As the college is affiliated to Saurashtra University, it has to be well synchronized with the schedules of University too. Thus, CDC with department heads plan the academic and other schedules as under;

- ◆ College Academic calendar based on and besides University's Academic calendar
- ◆ Teaching plan and lecture schedules as per university norms and syllabi
- ◆ Maintaining register for proxy arrangement
- ◆ Extra Lectures for slow learners besides regular schedule
- ◆ Internal Evaluation as per guidelines and norms of university
- ◆ External Evaluation completely conducted by university (The college sends the faculties for centralized evaluation continuing regular teaching work)

2.3.2 How does IQAC contribute to improve the teaching –learning process?

IQAC distributes the functions through CDC in the following parts to improve the teaching-learning process

- ◆ **Forming various committees for smooth operation**
- ◆ **Organizing programmes for updating teaching quality at regular intervals:**
 - FDP/Training programme
 - Short term courses for skill development in computers and English communication
 - Motivate them to participate in research/Seminar/Conference/Workshop
- ◆ **Preparing technological and ethical environment**
 - For better learning through multimedia rooms, Labs and Library
 - Maintaining discipline , regular class work and internal evaluation
 - Guiding departments for updating syllabus planner

- ◆ **Seeking feedback from stakeholders for upgrading the teaching – learning process**
 - CDC takes in to consideration the important feedbacks and required actions are implemented timely
- ◆ **Suggesting the management for**
 - Filling up the vacant teaching positions
 - Purchasing new books
 - Subscribing more journals and websites
 - Adding/up-gradating technological requirements

2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

To make learning student-centric the institution provides following support systems to teachers;

- ◆ **For Interactive learning**
 - Group discussion sessions once in a month in every class
 - Debate among various class and divisions
 - Teaching through Multimedia Projector
 - Project Presentation by students through PPT
 - Case studies in context of university syllabus
- ◆ **For Collaborative Learning**
 - Student seminar in combined classrooms
 - Organization of State and National level seminars and workshops
 - Industrial visit and study tour
- ◆ **For Independent Learning**
 - Special space for BISAG
 - DELL / SCOPE
 - E - Library
- ◆ **Additional support systems to students**
 - Syllabus planner guide
 - Open and free internet access
 - Participation in educational activities in other institutions

2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?

To make students life-long learners, creative and critical thinkers and to awaken their scientific and social temper, institution follows a very conventional plus modern approach of teaching.

- ◆ Students are prepared to give their views freely at different occasions like; inductions ceremony, during class rooms debate and discussion sessions, reviews regarding new faculties, feedback at the end of events/programs/functions, on-line feedback by students on facebook (on college page), feedback on college website, suggestion box etc. By this, students can opine and express their views more freely and can become responsible thinkers.
- ◆ Besides above policy, providing value based education to students is a continuous process. Faculties implement this feature during their regular work by assigning tasks like cleanliness drive, environmental and health awareness etc. to them. Competitions like poster presentation, Rangoli making, etc reflect the social and ethical ideology.
- ◆ Various NSS activities for social interactions
- ◆ Live as well as in-house Project Work
- ◆ Participating State/National level competitions
- ◆ Industrial visits
- ◆ Co & Extra curriculum activities
- ◆ Setting up Research related spaces and organizing seminar and conferences

2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning - resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.

Faculty members are well versed with various technological teaching aids available in college. For effective teaching, faculties use;

- ◆ Multimedia Projector rooms
- ◆ Use of N-list and other E-resources
- ◆ Laptops

- ◆ Use of E-library through Wi-Fi mobile / laptops
- ◆ Multiple broadband connections for effective teaching-learning in DELL/SCOPE
- ◆ Preparation of Syllabus Planner Guide (CD) by faculties and its free distribution to all students
- ◆ BISAG television, UGC channel and Radio

2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?

- ◆ Implementation of CBCS system as per guidelines and norms of Saurashtra University
- ◆ Expert talk on new/advance field
- ◆ Organization of Seminar and workshops by college
- ◆ Motivation for Participation in seminar and workshops to students and teachers
- ◆ Organization of Educational Competitions and skill oriented Events by college
- ◆ Motivation for participation in competitions at other colleges

**Use foillowing Data from latest edited seminar.xls file -
- Dipesh Katrodia Also use data in executive summary**

International

Sr NO.	Name	Date	Venue	Title
1	J.M.Ramanuj	07-02-10	rajkot	new dimension in management
2	J.M.Ramanuj	12-13/02/2011	Ahmadabad	paradigm of A/C and finance
3	J.M.Ramanuj	17-18/12/2011	jaipur	accounting education and research
4	K.V.Jagani	2010	surat	yoga & meditation
5	P.R.Chauhan		v.v.nagar	parsi rangmanch:punh vichar
6	R.Z.Patel	06-07/02/2010	rajkot	h.r.m. evaluation and method
7	G.N.Lagadhir	2009	aeshwariya college ,Udeypur	conference
8	P.B.Trambadia	06-07/02/2010	rajkot	h.r.m. evaluation and method
9	Nitin Suba	07-02-10	rajkot	new dimension in management
10	Nitin Suba	12-13/02/2011	Ahmadabad	paradigm of A/C and finance
11	Nitin Suba	17-	jaipur	accounting education and research

Shree G K & C K Bosamia Arts and Commerce College – JETPUR

		18/12/2011		
12	M A Vyas	03-21-13	Ahmadabad	Caliber
13	Nitin Suba	03-21-13	Ahmadabad	Caliber
14	Gopal Niranjani	03-21-13	Ahmadabad	Caliber
15	Ravi Purohit	03-21-13	Ahmadabad	Caliber
16	Prof. J.R. Dobaria	13-14, 2- 2010	Indore	Opportunities & Challenges in Glo
17	Prof. J.R. Dobaria	5.6.2013	Rajkot	accounting education and research
18	Dr. R.K. Chocha	11-13-1- 2013	Gandhinagar	Internation Conference for Academ
19	Dr. R.K. Chocha	9-10, 3- 2013	Noida	International Conference on Mana
20	Dr. R.K. Chocha	5-6-1-2013	rajkot	Behavioural Sciences
				accounting education and research

National

SrNO.	Name	Venue	Title
1	B.B.Mehta	upleta	Current Problem Of Obesity In India , The Study Of Obesity O
2	B.B.Mehta	bhayavadar	Due To Fast And Junk Food
3	B.B.Mehta	junagadh	Rashtra Bhasha Rashtriyata Ka Pratik.
4	B.B.Mehta	upleta	Shimad Bhagavadgeeta Mantra Dharamgranth Mathi Pan Vya
5	B.B.Mehta	dhoraji	Granth Panchhe.
6	B.B.Mehta	Jetpur	"Prescription Meditation For The Treatment Of Obesity"
7	B.B.Mehta	manavadar	Pani Apno Pran Prashna
8	B.B.Mehta	bhayavadar	"Shrungar Ras Ni Ek Vishist Kruti" Rupsundra Katha Kruti Asw
9	B.B.Mehta	valasad	Quality Sustenance Of Higher Education In Rural Area
10	B.B.Mehta	jetpur	Cultural Phenomena In Join Literature
11	B.B.Mehta	jetpur	Vaastu A Need Of The Day For Home Decor
12	B.B.Mehta	keshod	Theory Of Trusteeship
13	B.B.Mehta	keshod	Organizing Committee Member
14	B.B.Mehta	jetpur	The Study Of Obbsity Occurences Due To Past And Junk Foo
15	B.M.Vaghasiya	Jetpur	Adolescent Virals
16	B.M.Vaghasiya	Jetpur	Strioma Vadhu Felayelo Asadyarog Osteoparosis No Abhyash
17	B.M.Vaghasiya	upleta	Media Kranti Or Bhasa Anuvad Ke Sath Media Ka Sambandh.
18	B.M.Vaghasiya	rajkot	Sahitya Vivechnana Nuten Abhigamo
19	B.M.Vaghasiya	Gondal	Contemperary Issues In Commerce And Mangagement
			Nagarapalika Vinayan Evam Charitya Mahavidhyalay Upameta
			Divasiy Rashtriy Sangosti
			Managing Job Stress
			"Gandhiji Thought ,Anna Movement And Our Education

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20	B.M.Vaghasiya	rajkot	Boja Vagarnu Sarjan Manovaignanik Adhyayan
21	J.B.Gadhe	-	Internet Aur Bhasa Prabandh Mental Health Sansodhan
22	J.C.Jakharia	rajkot	Technological Advancement:E-Governance In India
23	J.C.Jakharia	rajkot	Data Growth Challenges:Protective Data Mgt.
24	J.K. Radadiya	Surat	Rashtriya Sanskrit Parisamvad Sanskrit Vikasay Asmibhit Ki K
25	J.K. Radadiya	junagadh	Prachin Bharatiya Sanskrit No Parvarti Shitya Par Prabhav
26	J.K. Radadiya	junagadh	Agri Business Apada Arthatentra Ma Krushivyavasayno Falo
27	J.K. Radadiya	Jetpur	Sahitya Vivechnana Nuten Abhigamo Sharnaina Soor Navlikar Vivechanatmak Abhigam
28	J.K. Radadiya	bhayavadar	Cultural Phenomena In Indian Literature Sanskrit Muktak Kavya Sahitik Chetna
29	J.K. Radadiya	Jetpur	Contemporary Issues In Commerce And Management Environ Management
30	J.K. Radadiya	rajkot	Loksahitya Sant Sahitya Parampra
31	J.M.Ramanuj	rajkot	Global Crisis & Indian Economy
32	J.M.Ramanuj	mengalore	New Diamonsion Of Indian Eco And Finance
33	J.M.Ramanuj	rajkot	Emerging Issues In Com. And Mangement
34	J.M.Ramanuj	jetpur	Issues In Com.And Application
35	J.M.Ramanuj	rajkot	Statistics And Applications
36	J.M.Ramanuj	upleta	Sahitya Evam Samaj
37	J.M.Ramanuj	rajkot	Hr In Bussiness Environment
38	J.M.Ramanuj	rajkot	Mangagement,Com. And Economics Research
39	J.M.Ramanuj	rajkot	Recent Advance In A/C And Finance
40	K.H. Vadalia	patel university	Current Trends In Ict
41	K.H. Vadalia	rajkot	Quality Sustenance Of Higher Education
42	K.V.Jagani	rajkot	The Warming Up
43	K.V.Tanchak	bhayavadar	Rashtriya Ekta Ke Poshak Tatva
44	K.V.Tanchak	junagadh	Agribusiness Opportunities And Challenges,"Krushu Utpadan- Veparna Valano"
45	K.V.Tanchak	bhayavadar	Cultural Phenomena In Indian Literature
46	K.V.Tanchak	Jetpur	Contemporary Issues In Commerce And Management
47	K.V.Tanchak	upleta	Sahitya Avam Samaj, Sahitya Ma Sanskruti Ane Samaj Dharamgranthona Vishesh Sandarbham
48	K.V.Tanchak	gondal	Gandhi Vichar,Anna Movement Ane Our Education,"Gandhijin Ahinsavrutu Ane Vartman"
49	M.B. Metha	bhayavadar	Rashtriyata Avam Anatra Rashtriyata
50	M.B. Metha	junagadh	Shrimad Bhagwat Geeta Dharm Granth Nahi Pan Vyavhar Gra Chhe
51	M.B. Metha	upleta	Pricription Medications For The Treatment Of Obesity Problem Obsity In India
52	M.B. Metha	dhoraji	Jal Pradushan Atkavana Upayo
53	M.B. Metha	jetpur	Shrungar Rag Ni Ek Vishisht Kruti Rupsundar Kathakruti Aswa
54	M.B. Metha	manavadar	Quality Sustenance Of Higher Education Institution In Rural Ar
55	M.B. Metha	bhayavadar	Cutural Phenomena In Jain Literature

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56	M.B. Metha	rajkot	Effect Of Germination And Heat Processing On Protein Riboflavin C & Niacin Content In Peas Cowpea And Wheat
57	M.B. Metha	jetpur	Theory Of Trusteeship
58	M.B. Metha	keshod	Strioma Vadhu Felayelo Asadyarog Osteoparosis No Abhyash Study Of Obesity Occuring Due To Fast And Junk Food Amon
59	M.B. Metha	jetpur	Media Kranti Or Bhasa Anuvad Ke Sath Media Ka Sambandh.
60	M.V.Ribadiya	-	Global Crisis & Its Challanes Fo India
61	M.V.Ribadiya	-	Marketing Products Of Agri Product
62	M.V.Ribadiya	-	Human Relation In Industry
63	M.V.Ribadiya	-	Gujarat Ni Vistarati Vikashni Kshitijo
64	M.V.Ribadiya	-	Information Technology Management
65	M.V.Ribadiya	-	Human Resource Accounting
66	P.B.Trambadia	rajkot	Udhyog Sahsiktan Vikashma Technologyni Bhoomika
67	P.B.Trambadia	bhayavadar	Hindi Sahitya Me Rashtriy Ekta
68	P.B.Trambadia	jetpur	Vaishwik Mandi Ane Teni Bharatiy Arth Tantra Par Asharo
69	P.B.Trambadia	mangarol	Vaishwik Mandi Ane Bharatiy Arthtantra
70	P.B.Trambadia	junagadh	Krushy Vyavshay Ma Mulya Vrudhi Ane Tenu Bhavishya
71	P.B.Trambadia	jetpur	Saroj Pathak Ni Vartaoma Narivad
72	P.B.Trambadia	morabi	Technology Development Instigation The Policy For Industries
73	P.B.Trambadia	gondal	Gandhiji Ane Payani Kenavani
74	P.B.Trambadia	dhoraji	Pratiti Kavya Rachana Ek Vilochana
75	P.R.Chauhan	v.v.nagar	Madhyakalin Sahitya Me Kabir Yug Nirmata
76	P.R.Chauhan	anand	Dalit Saitya Me Kahani
77	P.R.Chauhan	rajkot	Dinkar Ke Kavya Me Youdha Aur Rashtriyata
78	P.R.Chauhan	godhara	Shatrotari Hindi Upanyasho Me Nari
79	P.R.Chauhan	bhayavadar	Rashtriy Ekta Aur Akhndata
80	P.R.Chauhan	junagadh	Manav Jivan Par Gita No Prabhav
81	P.R.Chauhan	gondal	Bachhanji Ka Vyaktivta
82	P.R.Chauhan	jetpur	Vivichak Na Gundharmo
83	P.R.Chauhan	dumayani	Gandhi Ki Drashti Me Dharam
84	P.R.Chauhan	v.v.nagar	Suchana Prodyogiki Aur Sahitya
85	P.R.Chauhan	jetpur	Gram Swaraj
86	P.R.Chauhan	upleta	Sahitya Aur Vigyan
87	P.R.Chauhan	rajkot	Gujarat Ke Hindi Santo Ki Vani
88	P.R.Chauhan	gondal	Anna Andolan Ek Tatashttra Mulyankan
89	R.R.Rokad	upleta	Prevention Of Child Obesity:Problems To Solutions
90	R.R.Rokad	valsad	The Importance Of Interior Decoration In Home Money
91	R.R.Rokad	keshod	Garbhavashtha Darmiyan Ketilik Manyatao Ek Abhyash
92	R.Z.Patel	bagasara	Sahitya Yani Kathaye
93	R.Z.Patel	upleta	Samajik Setra Me Nari Ki Bhoomika

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94	R.Z.Patel	anand	Hindi Dalit Kahani
95	R.Z.Patel	bayavadar	Hindi Kavya Me Rastiy Chetana
96	R.Z.Patel	jetpur	Saroj Pathak Ni Vartaoma Narivad
97	R.Z.Patel	gondal	Harivansraibachan Ki Sahitya Sadhna
98	R.Z.Patel	manavadar	Hindi Sahitya Me Sanskrutik Chetana
99	R.Z.Patel	bayavadar	Nirale Sahitya Me Sanskrutik Chetana
100	R.Z.Patel	jetpur	Internet Aur Bhasa Sahitya Evam Sanyojan
101	R.Z.Patel	gondal	Gandhiji Ane Payani Kenavani
102	M.V.Ribadiya	Rajkot	Stress Management
103	Bhimji Khacharia	Gandhinagar	Resource Person Quality Through Research
104	Bhimji Khacharia	Gandhinagar	Resource Person Quality Through Research
105	Bhimji Khacharia	dhoraji	Babu Sutharni Kavita
106	Bhimji Khacharia	Junagadh	Jaymall Parmar Loksahitya
107	Bhimji Khacharia	Chalala	Jaymall Parmar Loksahitya
108	Bhimji Khacharia	junagadh	Participate and Vyasvsthapak
109	Bhimji Khacharia	Dhoraji	Shridharanina Akanki
110	Bhimji Khacharia	Keshod	Bhakta Kavi Akho
111	Bhimji Khacharia	Rajkot	Gujarati Kavita
112	Bhimji Khacharia	Gandhinagar	Vanche Gujarat
113	Bhimji Khacharia	Jetpur	Co-ordination National Seminar
114	Bhimji Khacharia	Junagadh	Gujarati-Bhajan
115	Bhimji Khacharia	Junagadh	Resource Person
116	Bhimji Khacharia	Rajkot	Resource Person
117	Bhimji Khacharia	Dhoraji	Bharatiya Sant Sahitya - Tatva and Tantra
118	Bhimji Khacharia	Loaj	Saurashtra Kutch Itihas Parishad

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119	Bhimji Khacharia	Junagadh	KCG Resource Person
120	Bhimji Khacharia	Jetpur	Bhasha Ke Prachar Prasar me Media ka Yogdan
121	Bhimji Khacharia	Jetpur	Women Psychology
122	Bhimji Khacharia	Dhoraji	State Level Workshop - Research Methodology - Participated
123	Bhimji Khacharia	Jetpur	Kavishabha Sanchalan
124	Bhimji Khacharia	Jetpur	Sanskrit Vyakhyan - Setoo - Pustak Vimochan - Dr. Nanavati
125	Bhimji Khacharia	Jetpur	Mahila College, Jetpur Vyakhyan - NAAC
126	Bhimji Khacharia		

1	Dr. R.K. Chocha	Bosamia College, Jetpur	Mental Health & First Aid Training Programme
2	Dr. R.K. Chocha	Gujarat Govt., High Edu., Gandhinagar	Karma-Yogi Talim Shibir
3	Dr. R.K. Chocha	Saurashtra University, Rajkot	Managing Administration
4	Dr. R.K. Chocha	M.B. Arts & Commerce College, Gondal	Gandhi Thought, Anna Movement and Our Education
5	Dr. R.K. Chocha	Bosamia College, Jetpur	Stress Management: Occupational, Stress coures and Treatm Relation to Indian Contest
6	Dr. R.K. Chocha	Dept. of Psy., Saurashtra University, Rajkot	Psychological Study of Health Adjustment of the Parents of Ch giving to little Star Play House - Rajkot
7	Dr. R.K. Chocha		The Stressful Life events: Profile of farmer
8	Dr. R.K. Chocha	A.K. Doshi Mahila College, Jamnagar	Media & Violence

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Sr No.	Name	Date	Venue	Title
1	J.R.Dobariya	20/03/2010	Limbadi	Education Qulaty
2	M.B.Vanvi	23-24/02/2008	bhalodiya mahila college,upleta	Bhratiya Prachin Nari
3	M.B.Vanvi	8-9/03/2008	arts and commerce college,anand	Premchand Upniyaso Dalit Purush Patro
4	M.B.Vanvi	18/09/2008	arts and commerce college,kheralu	Visv ke Prangan Me Hindi Ke Badha ti Charn
5	M.B.Vanvi	22/12/2008	arts and commerce college.bhayavadar	Hindi Kavya me rasti ekta
6	M.B.Vanvi	28-29/03/2008	bosamia college,jetpur	Dipnirman navalkatha ek samiksha
7	M.B.Vanvi	1-2/10/2008	arts and commerce college,gondal	bachan ka gadh sahitya
8	M.B.Vanvi	9-10/01/2010	arts and commerce college,kheralu	yashpal ki khani me dalit chetna
9	M.B.Vanvi	16-17/01/2010	arts and commerce college,bhayavadar	hindi sahita me sanskrutik chetna
10	M.B.Vanvi	8-9/01/2010	mahila college ,keshod	sambuk kavya me dalit chetna
11	M.B.Vanvi	1-2/03/2012	joshipura mahila college, junagadh	prampragat dalit loak sahitya
12	M.B.Vanvi	04-03-12	arts and college ,upleta	vartman sandrbh me gandhi vichar
13	M.B.Vanvi	05-10-12	m.j.kundaliya college,rajkot	ajki dalit stri
14	M.B.Vanvi	6-7/10/2012	saurashtra university,rajkot	bhakt kavi narshi maheta par eknajar
15	J.H.Sansiya	14/08/2008	kheralu	sant kavi redash hindi dalit sahitya
16	J.H.Sansiya	22/09/2008	bhayavadar	Bhartiya nari vikarsh
17	J.H.Sansiya	26/03/2008	bhavnagar	Harivansraibachan ki sahitya sadhna
18	J.H.Sansiya	8-9/03/2008	anand	bhan kavya me prem tatva
19	J.H.Sansiya	23-34/03/2008	upleta	Hindi gujrati dalit sahitya
20	J.H.Sansiya	1-2/10/2009	gondal	Kabir kavya me sanskrutik chetna
21	J.H.Sansiya	9-10/01/2010	kheralu	Pariyavaran
22	J.H.Sansiya	16-17/01/2010	bhayavadar	Aesthetic Concept in postgandhrian gujrati poetry
23	J.H.Sansiya	20/02/2010	gondal	hindi upniyash sahitya me dalit chetna
24	J.H.Sansiya	30/01/2011	rajkot	sahitya aur samaj
25	J.H.Sansiya	07-02-11	upleta	sant kavi bhoja bhagat parampra ane prdan guru parampra
26	J.H.Sansiya	12-02-11	junagadh	Bhasa ke prachar me

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				midia ka yogdan
27	J.H.Sansiya	26/02/2011	jetpur	vartman sandrbh me gandhi vichar
28	J.H.Sansiya	4- 5/02/2012	gondal	lok sahitya sant sahitya param pra
29	G.N.Lagadhir	30/01/2012	nagar palika college,upleta	sahitya samaj
30	G.N.Lagadhir	-	Ahemadabad	kcg training
31	K.V.Tanchak	-	amreli	prasti patra
32	K.V.Tanchak	02/032008	morbi	hrm new dimenstion
33	K.V.Tanchak	07-12-08	rajkot	global ration and economical effect of global resession
34	K.V.Tanchak	27- 28/03/2009	jetpur	post office navlik ek manovaignanik abhyas
35	K.V.Tanchak	03-09-11	amreli	sheshth echo office pramanpatra
36	A.N.Rabadiya	26/03/2008	saurashtra university , rajkot	Computer application in social science using software tools Excel atlab space
37	A.N.Rabadiya	30/03/2008	gandhinagar	kanthasth parampranu gujarati sahitya parampra ane pratibha
38	A.N.Rabadiya	09-08-08	amareli	Laric in literature
39	A.N.Rabadiya	20/09/2008	bagashara	vidhya vichar vaykhayn
40	A.N.Rabadiya	11/102008	kodinar	feminism in literature
41	A.N.Rabadiya	21/11/2008	bhayavadar	hindi sahitya ma ratriya aekta
42	A.N.Rabadiya	20/12/2008	rajkot	gujrati santvanima ramanand no prastav
43	A.N.Rabadiya	24/01/2009	maliya-hatina	the contribution of women writer in literature
44	A.N.Rabadiya	15/02/2009	ghoraji	water management social impacts
45	A.N.Rabadiya	16- 17/10/2010	bhayavadar	coltural phenumena in indian literature
46	A.N.Rabadiya	6- 7/10/2012	bikaner	loksahitya ant sahitya parampra
47	J.K. Radadiya	26/02/2011	mahila college junagadh	santakavi bhoja bhakta parampara ane pradan bhoja bhaktani rachanao ma brahma bodh
48	J.B.Gadhe	4- 5/02/2012	limbadi	Internet aur bhasa prabandh mental health sansodhan
49	R.R.Rokad	20/08/2012	a.r.s. shakhida arts and homesciece college	awarness of protection law of environmmnt
50	R.R.Rokad	10- 11/01/2009	bhalodiya college upleta	prevention of child obesity:progblems to

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				solutions
51	R.R.Rokad	30-31/01/2009	bosamia college ,jetpur	mental health first aid training program
52	R.R.Rokad	01-02-09	saurashtra university,rajkot	women enterpermenship education : special reference to home sci. faculty of saurashtra university.
53	R.R.Rokad	7-8/12/2009	jamnagar	h.s.a.i. & a.k. doshi
54	R.R.Rokad	07-07-10	saurashtra university,rajkot	vanche gujarat abhiyan:One day meeting
55	B.B.Mehta	20/12/2008	limbadi	gramya ane shaheri samuday ma gruhvigyan na madhyamthi paryavaran jagruti
56	B.B.Mehta	01-02-09	rajkot	health food:emerging trends in food science and technology
57	M.B. Metha	20/12/2008	limbadi	garmin samudya na vikash ma gruhvignan ni bhumika
58	M.B. Metha	01-02-09	rajkot	helth foods emerging trends in food science and technology
59	P.B.Trambadia	07-12-08	rajkot	bharatiya arthtantra per mandi ni ashar
60	P.B.Trambadia	12-02-11	halavad	gujarat ni archsatat ane tena lekhojokha
61	P.B.Trambadia	12-10-11	morbi	roll of teacher and state government in higher education
62	R.Z.Patel	07-08-12	dhoraji	pratiti kavya rachana ek vilochana
63	B.M.Vaghasiya	02-11-08	bhayavadar	hindi rashtriy angosty
64	B.M.Vaghasiya	30-31/01/2009	jetpur	mental health first aid training program
65	B.M.Vaghasiya	05-06/12/2009	manavadar	quality subtenance of higher education institution in rural area
66	J.C.Jakharia	12-01-09	gandhinagar	quality & relevant research
67	J.C.Jakharia	25/07/2012	rajkot	ICT in university
68	J.M.Ramanuj	28/02/2010	bhavanagar	con tempary global recession

2.3.7 Detail (process and the number of students \benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling/mentoring/academic advise) provided to students?

- ◆ Programme selection at the time of UG and PG admission (650)
- ◆ Anti Addiction Drive (180)
- ◆ Counseling for Exam Phobia (25)
- ◆ *Menses Problems & Remedies* (170)
- ◆ *Marshal Art Training* (230)
- ◆ *Personality Development* (165)
- ◆ *Dhayn and Yoga Shibir* (350)
- ◆ Yuva Samelan at Rajkot (300)
- ◆ Cmet mock examination for (180)
- ◆ Pool campus drive by TCS at R K University (180)
- ◆ Jal Dhara abhiyan at Saurashtra university (700)
- ◆ Swami Vivekanand Janma Jayanti events (100)
- ◆ Food lab visit and demonstaration at Agricultural Uni - Junagadh (50)

2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faulty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

Besides conventional teaching, approach of faculties has always remained towards providing newer ways of learning to students. Innovation in teaching can rightly be exemplified by following process adopted by faculties;

- ◆ Organizing games related to curriculum
 - Management games
 - Vocabulary/Spelling games
 - Business quizzes
 - IT quizzes
- ◆ Organizing debates/discussions on concurrent topics
 - FDI in retail
 - Common Union Budget
 - Industrial Psychology
 - Social Networking
- ◆ Conducting educational tours and visits
 - Industrial visit at Balaji Waffers Ltd, Gopal Namkeen, Rajoo Engineering, Mother Dairy, Prakash prints, etc
 - Visit to mental hospital
 - Visit to deaf and dumb school

- Old age home visit
- In addition to above, technological aids have been truly at the utility in entire teaching learning process. Faculties use following tech tools to make teaching process smoother, more effective and time conserving.
- ◆ Syllabus Planner Guide
- ◆ Open internet access
- ◆ E-Library
- ◆ Multi-media projector rooms

Considering the present trends and needs of contemporary education system, management of Institution emphasize on use of technological aids in teaching learning process. Resultantly, in last four years, institution has undergone major infrastructural changes and has added more number of multimedia classrooms, computers and broadband connections as well as Wi-Fi connectivity. Institution also supports and facilitates the usage of e-library to the optimum level. For this, free internet access and individual username and password are provided to students and faculties under N-list. Faculties are also asked to prepare Syllabus Planner Guide with ready web and book references.

→The impact

- ✓ Timely course completion
- ✓ Increase in competency level of students
- ✓ More attendance in classroom
- ✓ More number of university rankers
- ✓ More number of outstanding performers in sports and other activities
- ✓ Comparatively higher results of college to university and other colleges
- ✓ More technological awareness
- ✓ Practical exposure and social awareness

2.3.9 How are library resources used to augment the teaching-learning process?

- ◆ Library remains open for whole day (during 7:30 am to 6:00 pm) in all working days.
 - *Daily visit of 450 student for physical books and 130 for e-resources*
 - *Weekly 400 books issued*
- ◆ Besides 40,000 physical books; there are 130 computers in three sections of library for open access to internet and e-resources.
- ◆ After induction meeting a special training programme for accessing e-resources is organized for students.
- ◆ Availability of technical assistance for e-recourses in all three sections
- ◆ To habituate the students for e-library, schedule of special library session

for each division of every programme

- ◆ Wi-Fi facility for mobile and tablet users is made available
- ◆ BISAG area: for interactive sessions with experts that help students as well as the faculties to be updated in concerned subjects.
- ◆ Research Corner: Special space for researcher with journals and other material
- ◆ SOUL implementation: for easy library transactions and maintenance
- ◆ Subscription to N-list is optimally utilized : Individual user-id and password to students and faculties

✓ *College has been amongst top ten users of N-list resources as per information on INFLIBNET website*

2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If ‘yes’, elaborate on the challenges encountered and the institutional approaches to overcome these.

Yes, the Institution faces some challenges in timely completion of curriculum within the planned time frame.

- ◆ Adoption and Implementation of CBCS and semester system in all UG courses from academic year 2010-11
 - Organization of one day workshop on ‘CBCS awareness’ for principal and faculties of nearby 30 colleges by university
 - Arrangement of special information session on CBCS system by members of board of studies in staff room
- ◆ As per CBCS, under continuous evaluation of students, conduction of MCQ, Assignment and Seminar for 30 marks during a semester.
 - Preparing MCQ bank for all subjects
 - Assignment topics are given in advance and collected in fixed schedule in mass
 - Conducting seminar in multiple batches by respective subject faculty as per their curriculum progress
- ◆ Lack of time due to Simultaneous continuous evaluation and teaching process
 - Extra lectures
 - Proxy arrangement
- ◆ Assessment process at university
 - Rescheduling time table
 - Shouldering extra work load due to deputation of faculty for assessment

2.3.11 How does the institute monitor and evaluate the quality of teaching learning?

The institute's approach is student centric in context of providing quality in teaching and learning. Following policy is adopted for maintaining and uplifting the quality in teaching-learning;

- ◆ Computerized Evaluation of faculty members by students
- ◆ Department heads and Principal take reviews from students time to time regarding the performance of faculty members.
- ◆ Newly recruited faculties are sent for orientation and refresher courses.
- ◆ FDP has been organized in the college at regular intervals.
- ◆ The institute follows continuous evaluation policy of university through MCQ, assignments and seminars to keep check on students' performance.
- ◆ University results and the college's results are compared and analyzed for better monitoring purpose (Comparative charts are prepared and demonstrated at various spots in college campus. Moreover such charts and analyses are shown to the guests, dignitaries and university authorities.)

2.4 Teacher Quality[80 Marks]

2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.	0	0	0	0	0	0	0
Ph.D.	0	0	6	3	1	0	10
M.Phil.	0	0	2	0	4	0	6
PG	0	0	8	3	23	11	43
Temporary teachers							
Ph.D.	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0
Part-Time teachers							
Ph.D.	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0
PG	0	0	0	0	1	0	1

- ◆ Recruitment of faculties is always pre-planned and implemented in timely manner.
- ◆ In case of intermediate shortfall, faculty recruitment is done through the past applications and staff references at the earliest.
- ◆ Doctorate faculties are the members of college RDC to guide other faculties and students for various research activities.
- ◆ For retention and to reduce faculty turnover, Extra increment/startup for deserving faculties
- ◆ Arrangement of Expert talk/FDP/Training programs for new topics of curriculum

2.4.2 How does the institution cope with the growing demand/scarcity of qualified senior faculty to teach new programmes/ modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

- ◆ Motivation to faculties for participation in seminars and workshops of emerging area
 - Workshop on Android by R K University and IIT Chennai
- ◆ Staff training program on 'J2ME' and 'J2EE' by senior faculties
- ◆ One day Seminar on PHP AJEX by industry expert

2.4.3 Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

a) Nomination to staff development programmes

Academic Staff Development Programmes	Number of faculty nominated
Refresher courses	02
HRD programmes	00
Orientation programmes	00
Staff training conducted by the university	09
Staff training conducted by other institutions	11
Summer / winter schools, workshops, etc.	00

b) Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning

- ◆ Teaching learning methods/approaches
 - 3 days Training Programme for the usage of e-resources
- ◆ Handling new curriculum
 - Workshop on CBCS for principal and faculties of nearby colleges
 - Staff training program on 'J2ME' and 'J2EE' by senior faculties
 - One day Seminar on PHP AJEX by industry expert
- ◆ Content/knowledge management
 - Special Research corner in library
 - Open internet access/laptop/Computer lab(s)
- ◆ Selection, development and use of enrichment materials
 - Training program on accessing material and information from INFLIBNET and use of N-List
 - Preparation and development of Syllabus planner guide

- ◆ Cross cutting issues
 - Environmental Awareness and cleanliness drive
 - Anti addiction discourses by well known religious personalities
 - Awareness campaigning of Swine flu, Dengue fever, AIDS, etc in association with IMA.
- ◆ Teaching learning material development, selection and use
 - Preparation of subject wise MCQ bank
 - Subscription to N-list
 - Individual username and password to students for N list

c) Percentage of faculty

- ◆ Invited as resource persons in Workshops/Seminars/Conferences organized by external professional agencies
 - 8 out of 60
- ◆ Participated in external Workshops/Seminars/Conferences recognized by national/ international professional bodies
 - 20 out of 60
- ◆ Presented papers in Workshops/Seminars/Conferences conducted or recognized by professional agencies
 - 17 out of 60

2.4.4 What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications, teaching experience in other national institutions and specialized programmes, industrial engagement etc.)

- 1) Duty leave to faculties for participating in research related activities like seminar/conferences/refreshers/FDP/orientation etc.
- 2) Providing library resources and e-resources

2.4.5 Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.

Faculties have received no awards/recognition as stated in question; however Institution has started a system of evaluating and recognizing faculties with Best Teacher Award in public function with the hope of increasing their competency and performance.

2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?

Yes, the institution has been conducting Online Faculty Evaluation by students. Evaluation results are put to the notice of CDC and it implements following;

- ◆ Subject distribution base on analysis
- ◆ Arrangement of special training sessions by senior faculties

2.5 Evaluation Process and Reforms [50 Marks]

2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

The institution has a policy of keeping its evaluation process as transparent as possible. Hence, various facets and information related to evaluation processes is rightly published and circulated among students and faculties time to time. Moreover, the institution has also implemented following procedure;

- ◆ Faculty meetings with principal and CDC as per schedule
- ◆ Syllabus planner guide for students in CD format
- ◆ Website notifications

2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?

University adopted two major reforms from June 2010; implementation of CBCS and Continuous Internal Evaluation of students. The institution has been following both of these reforms.

Institution has initiated an effort to conduct online internal evaluation. For this, the institution has itself developed Online Examination Software.

2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

To ensure effective implementation of above mentioned two reforms, the institution has taken following steps;

- ◆ Organized one day workshop on CBCS and Continuous Internal Evaluation in the presence of University authorities, principals and faculties of 30 nearby colleges
- ◆ Organized special lectures on awareness of CBCS and Continuous Internal Evaluation for students
- ◆ Restructured the Examination and Academic committees keeping reformation in focus
- ◆ Above mentioned committees have synchronized academic calendar and internal examination schedule.

*To make the evaluation process less time consuming, more accurate and smoother, the institution has developed **ONLINE EXAMINATION SYSTEM (OES)** software.*

2.5.4 Provide details on the formative and summative evaluation approaches adapted to measure student achievement. Cite a few examples which have positively impacted the system.

With implementing the CBCS, the institution has officially started to measure students through both the approaches (formative & summative) as a part of continuous evaluation system in the following ways:

- ◆ Allotting topics in the advance for the presentation in the class rooms
- ◆ Allotting topics for preparing Projects assessed and interviewed by external experts
- ◆ Evaluation through the quiz type tests (inter class, inter college)
- ◆ Organizing educational and industrial tours
- ◆ Conducting Competitive exams awareness tests and general awareness tests
- ◆ Participation in the activities like NSS, University level Competitions i. e. Youth festival, sports, Yoga, Spiritual Center of Swami Vivekananda etc.
- ◆ Participation in various drives like Awareness of Swine-flu, Polio, Dengue fever, Blood donation, Cleanness Drive etc.

(The college received many certificates for actively participating in such value added events which definitely help them to develop integrated personality)

2.5.5 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the students' results /achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.

The academic process of each student is monitored as under:

- ◆ The concerned faculty arranges self-exercise / unit test on the completion of particular unit in the subject.
- ◆ In the practical subjects like 'Home Science', psychology and computer science the journals are submitted to the concerned faculty.
- ◆ Supplementary questions of units are given as an assignment by the concerned faculty.
- ◆ Outstanding students are appraised in classroom by respective department heads and teachers.

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- ◆ Outstanding performers in various activities and examinations are also highlighted on college website, banners and in annual function.
- ◆ The institution communicates the result of the students to their parents through mark sheets and in the parents - teacher meeting
- ◆ Preliminary test is arranged as a mock test before the final examination for the final semester students.
- ◆ For internal evaluation of students MCQ + ASSIGNMENT + SEMINAR pattern (each of 10 marks) is followed.
- ◆ Students' performance in all such evaluation is communicated through notice board, website and classroom notices.

Course	2008		2009		2010		2011		2012	
	No	%	No	%	No	%	No	%	No	%
B.Com	514	90.6	649	79.09	620	87	682	91.4	694	75.4
B.A	1142	97.4	934	97.2	941	95.4	783	98	668	92.5
B.B.A.	268	85.4	289	85.4	350	83.4	404	96.2	382	89.2
B.C.A.	337	99.2	469	99.7	524	98.3	691	98.4	655	89.6
PGDCA	115	100	132	70.33	109	81	80	86.8	76	72.4
M.Com.	258	94.5	59	80.2	60	84.4	62	97.4	258	97.3
M.A.	53	96.4	52	95.54	52	97.8	108	84.6	120	100
MSc IT&CA	NA	NA	53	88.45	59	99.1	60	100	61	96.5
Total	2687		2584		2656		2810		2853	

2.5.6 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightage assigned for the overall development of students (weightage for behavioral aspects, independent learning, communication skills etc.

The institution has a reputation of being a very transparent and fair most in conducting examination whether it is internal evaluation or external exams of university. Over four decades, the institution has never compromised with the standard and fairness of examination system, it undergoes at any level.

Under CBCS, internal evaluation and assessment is a very critical and integral part and it has been applied to all UG courses from June 2010. The institution not only follows the guidelines and norms of university CBCS but also has tried to add more value to internal assessment by integrating various facets other than objective and descriptive exams such as;

- ◆ Online internal examination with random questions based on MCQ bank
- ◆ Integration of students' attendance
- ◆ Classroom performance and response
- ◆ Participation in other co and extra-curricular activities
- ◆ Provide a SMS services to the student's parents for the result on mobile & any alerts from college.

2.5.7 Does the institution and individual teachers use assessment/evaluation as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.

Yes, the institution and individual teachers have been using assessment system for fulfilling learning objectives and evaluating student performance.

The institution follows systemized process of students' internal evaluation consisting of three variations of exams i.e. MCQ, Assignment and Seminar each of 10 % weightage. Few examples of this process are sited hereunder;

- ◆ MCQ test is conducted online in randomized manner
- ◆ For Assignments, such questions are assigned which can prepare them for final exams and also helpful practically
- ◆ Seminar/presentations are conducted in each class in presence of mass of students, which can enhance their interactive and communicative skills
- ◆ In assignment and seminar assessment overall performance of students is integrated in justified manner
- ◆ Students' attendance is also given due importance while internal assessment

2.5.8 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?

- ◆ **Redressal system at college**
 - Detailed result sheets of various internal exams are displayed to students on notice boards and due time is given for queries
 - Grievances related to internal assessment are forwarded to concerned admin staff
 - In needful cases, respective teachers also interfere and handle the grievance
- ◆ **Redressal system for university evaluation**
 - Reassessment forms of all exams are made available at college and students are guided duly to go through the process

- In needful cases, respective department head and principal takes active role and guide students to reach to solution.

2.6 Student Performance and Learning Outcomes [40 Marks]

2.6.1 Does the college have clearly stated learning outcomes? If ‘yes’ give details on how the students and staff are made aware of these?

Learning outcomes (objectives of various programmes) are decided and assigned by university. Members of board of studies from the college play imperative role in deciding such objectives/learning outcomes. Thus, Learning outcomes are clearly mentioned in respective programme curriculum.

◆ Staff awareness

- At the time of appointment
- Curriculum copy to each and every staff member
- At the time of preparation of Syllabus Planner guide
- Departmental meeting at the beginning of every term
- Through university website and college website

◆ Student awareness

- Induction meeting
- Farewell function
- At the beginning of every new unit/chapter
- Through university website and college website

2.6.2 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

For achievement of intended outcomes following strategies are structured by the institution;

◆ Practical implementation of theoretical Aspects

- Industrial visit/training to business management students
- Field visit / practical experiment for psychology students
 - Day School, Hotel, Bakery etc visit
 - Deaf & Dumb school, Old age home, Jail, Mental hospital etc visits
- Special kitchen and laboratory for home science students
 - Preparation of varieties of recipes
 - Knitting, stitching, embroidery etc
- Workshops on latest change in IT for BCA students
 - Android workshop
 - J2ME / JEE workshop
 - Hacking workshop
 - Programming contests

- Live project development for MSc IT & CA students
 - Projects based on ASP.NET, JAVA, etc.
 - Arrangement of talks by industrial experts
- To make students more competent following activities are conducted
 - Group Discussion
 - Poster Presentation and Competition
 - Elocution Competition
 - Business Quiz
 - IT quiz
 - General Awareness Quiz
 - Competitive examinations awareness tests
 - Paper Presentation

2.6.3 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (quality Jobs, entrepreneurship, innovation and research aptitude) of the courses offered?

The institution has been offering varieties of courses that integrate social and economical relevance. Such relevance can be exemplified as under;

- ◆ Preparing students for competitive exams like CMAT, GPSC, UPSC, NET, PO, Railways etc
- ◆ Providing employment opportunity in local textile industry having more than 2000 manufacturing units
- ◆ Arranging workshops on ED and motivating students for their own industrial establishment (many of our students have successfully established new industries)
- ◆ To develop innovative and research oriented approach, students are assigned live project preparation on industry i.e. software development, market research, psychological studies etc.
- ◆ To keep students up-to-date with contemporary social and economical requirements, institution provides computer learning to all students compulsorily, computerized accounting, offers communicative English courses, internet awareness and practice, diploma in yoga, various house utility courses like cookery, bakery, beauty parlor, textile designing and photoshop, sessions of Gujarat state co-operative society etc.

2.6.4 How does the institution collect and analyse data on student learning outcomes and use it for planning and overcoming barriers of learning?

◆ Data collection and analysis through;

- Students feedback
- Faculty opinions
- Feedback from parents and aluminizes
- Based on analysis
- Redistribution of subject/topic in special cases
- Special session by senior faculty/external expert
- Required modification in technology and infrastructure
- Commencing new programmes/ short term courses/ workshops demanded by stakeholders

2.6.5 How does the institution monitor and ensure the achievement of learning outcomes.

- ◆ Comparison of current year results with preceding year results, university results and with other institutions results
- ◆ For monitoring learning outcomes, teaching and learning has been imparted through modernized techniques.
- ◆ Students' ratio of approaching higher studies and employability
- ◆ Besides above regular practices, we have initiated some new genres to achieve learning outcomes;
 - Best student of the year Award (From 2012)
 - Best teacher Award
 - Awards and cash prizes to ranker students , Students participation and obtaining ranks in the co & extracurricular activities

2.6.6 What are the graduates attribute specified by the college/affiliating university? How does the college ensure the attainment of these by the students?

The college follows graduate attribute as specified by the affiliating university. According to the same, students are classified to have attained such attribute through clearance of all semesters scoring minimum marks specified by the university.

Any other relevant information regarding Teaching-Learning and Evaluation which the college would like to include

- ◆ In-house development of and maintenance of institutional website
- ◆ Syllabus planner guide
- ◆ In-house development and maintenance of OES software
- ◆ Development of MCQ bank
- ◆ Expert talk at BISAG by experienced faculties

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- ◆ Radio Talks by faculties
- ◆ Resource person in KCG's research methodology workshop
- ◆ Resource person at IIT
- ◆ Organizing FDP, workshops, seminars and also sharing chair in outstation seminars

Criterion III - Research, Consultancy and Extension

This criterion seeks information on the policies, practices and outcomes of the institution, with reference to research, consultancy and extension. It deals with the facilities provided and efforts made by the institution to promote a 'research culture'. The institution has the responsibility to enable faculty to undertake research projects useful to the society. Serving the community through extension, which is a social responsibility and a core value to be demonstrated by institutions, is also a major aspect of this criterion. The focus of this criterion is captured in the following Key Aspects:

3.1 Promotion of Research	[20 Marks]
3.2 Resource Mobilization for Research	[10 Marks]
3.3 Research Facilities	[10 Marks]
3.4 Research Publications and Awards	[20 Marks]
3.5 Consultancy	[10 Marks]
3.6 Extension Activities and Institutional Social Responsibility	[60 Marks]
3.7 Collaborations	[20 Marks]

3.1 Promotion of Research

3.1.1 Does the institution have recognized research centre/s of the affiliating University or any other agency / organization?

No

3.1.2 Does the institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

Yes, our institute has research committee to facilitate and monitor research activity. This committee facilitates faculty members and students to attend seminars, workshops, conferences etc. The committee members are:

Sr. No.	Name	Designation
1	Dr. R K Chocha	Principal
2	Dr. Maltiben Mehta	Chairperson
3	Dr. B R Khacharia	Member
4	Dr. P R Chauhan	Member
5	Dr. K B Vyas	Member
6	Dr. G N Lagdhir	Member
7	Prof. B M Vaghasiya	Member

♦ Major Recommendations

- To motivate the faculty members by awarding / honoring appropriately, who have completed their MPhil, PhD, Minor / Major research projects and book publications
- To discuss the research work among concerned students and faculties after contributing in various seminars, workshops, conferences etc.
- To organize a major event related to research at least once in a year by a specific stream (Arts, Commerce, Management, IT)
- To orient faculties for usage of e-contents and N-list
- To provide continuous free internet facility for research activities
- To guide research scholars for selecting and preparing research proposals

◆ **Major Implementations**

- Organized a function and honored various research degree holders in presence of eminent personalities of society, university and education fraternity
- Provided concurrent research work information to students and faculties, and also kept a repository in library containing papers and articles contributed in various journals, seminars, workshops and conferences
- Organized 3 National seminars, 1 State level seminar and 1 workshop
- Organized one week “know – how” training programme for faculties to use E-library, N-list and other e-contents
- Organized division-wise “know – how” training programme for students to use E-library, N-list and other e-contents

◆ **Major Impacts**

- 7 faculties appeared for NET/GSET exam and 3 have cleared
- 8 faculties appeared for PhD entrance exam
- 7 faculties are pursuing for PhD
- 5 faculties are awarded doctorate degree
- 4 faculties are awarded MPhil degree
- 1 Major research projects and 04 Minor research projects sanctioned and undertaken
- 350 students have participated in paper presentation
- Secured rank among top ten nationwide institutions for using N-list

3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes / projects?

- ◆ Autonomy to the principal investigator
 - Yes
- ◆ Timely availability or release of resources
 - Yes, Full fledged availability of resources
- ◆ Adequate infrastructure and human resources :

- Infrastructure
 - 3 labs, 130 computers with Wi-Fi connectivity
 - Free internet access and full library resources
- Human Resources
 - 7 members in RDC having rich research experience
 - 3 technical staff in e-library to provide technical assistance
- ◆ Time-off, reduced teaching load, special leave etc. to teachers
 - P.I./Researcher is given special duty leaves and required time offs
 - He/she is allowed to work in/out of the campus
- ◆ Support in terms of technology and information needs
 - Technology
 - Free internet access (Wi-Fi) and laptops
 - Information
 - Reference books, journals, periodicals and newspapers
 - N-List and varieties of e-resources
- ◆ Facilitate timely auditing and submission of utilization certificate to the funding authorities
 - Yes, the administrative staff supports P.I. to complete the task smoothly
- ◆ **Any other**
 - Institution has been working to improve the research facilities and activities within the staff and students by providing infrastructural and informational amenities.

3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

- ◆ Get them informed through general & class notice
- ◆ Guide the students to prepare Research Papers & Projects
- ◆ Particular faculty accompanies a group of students throughout the process
- ◆ Students are also encouraged to use internet, N-list and other e-resources etc. freely for their research activity
- ◆ Participants are also given certificates from the institution, while the students who obtain ranks in seminar, conference are motivated by declaring their names publically, awarding them in annual functions

3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading research projects, engaged in individual / collaborative research activity etc.)

The faculties of the institution are active in research in the following criteria

- ◆ Guiding Ph.D. students Dr. P.R. Chauhan (Hindi)
- ◆ Research Projects
 - Major Research Project Dr. B.R. Khacharia (Gujarati) funded by UGC
 - Minor Research Project Six faculties completed MRPs funded by UGC
- ◆ Awarded Ph.D. Six faculty member
- ◆ Pursuing Ph.D. Eight faculty members
- ◆ Awarded MPhil. Four faculty members
- ◆ 117(102+15) papers presented in national / international seminars /conferences
- ◆ 34 articles published in ISSN journals
- ◆ Total 125 Books published (89 with ISBN + 36 Non ISBN)

3.1.6 Give details of workshops / training programmes / sensitization programmes conducted / organ culture among the staff and students.

The college has conducted following workshops, training programmes with focus on capacity building in terms of research and imbibing research culture among the staff and students

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2007-08				
Date/Duration	Event	Participatants	No. of research articles received	External Eminent Personality /Expert
One Week	Training programme on “Computerized A/c. through profit software”,	80	NA	Profit software development team
21-Jun-09	Staff training programme on J2ME and J2EE	All IT faculties	NA	Mr. Parag Rughani
One week	Workshop on Co-operation	90	NA	Officers from : Jill Sahakari Sangh - Rajkot
2008-09				
28,29 Mar 2009	UGC sponsored National seminar on “Adhunik Vivechan na Nutan Abhigamo”	300	70	DR. Sitansu Mehta
				Nitin Mehta
				Chandrakant Topiwala
				Naresh Vaidhya
				Shirish Panchal
				Dr. Balvant Jani
				Jaydev Shukla
				Niranjana Rajyaguru
23-08-09	Workshop on PHP-AJEX	180	NA	Nitin Chudasama from Hidden Brains Pvt. Ltd. – Ahmedabad
10-09-09	Workshop on “Mental health awareness”	60	NA	Dr. Vankar from B J Medical college – Ahmedabad

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2009-10				
20 th Feb 2010	National seminar on “Contemporary issues in Commerce and Management”	980	900	Dr. P L Chauhan
				Dr. Hitesh Shukla
				Dr. Sanjay Bhayani
				Dr. Daxa Chauhan
				Dr. Suresh Savani
				Prof. R V Keshwala
30-Jun-10	Symposium on “Gujarati poet shri Nitin Mehta’s literary contribution”	30-Mar-00	NA	Dr. Sitansu Mehta
				Sirish Panchal
				Dr. Niranjana Rajyaguru
				Dr. Balvant Jani
				Dr. Nitin Vadgama
18-06-10	Orientation workshop on “Newly adopted CBCS system”	07-08-00	NA	Dr. S J Zala
				Mr. Mahesh Jivani
One week	Workshop on Co- operation	93	NA	Officer from : Jill Sahakari Sangh - Rajkot
2010-11				
One week	Workshop on Co- operation	95	NA	Officer from : Jill Sahakari Sangh - Rajkot
2011-12				
04-02-12	National seminar on “Bhasa ke prachar - prashar me media ke yogdan”	450	255	Amrut Gangar
				Utkarsh Mazmudar
				N Sharma
				Navneetkumar Chauhan
				B K Kalashva
29-09-12	State level Seminar on “Changing role of financial management”	750	690	J D Jadeja - MS Uni
				P K Priyan -SP Uni
One week	Workshop on Co- operation	100	NA	Officer from : Jill Sahakari Sangh - Rajkot

2012-13				
23-02-13	IT-Rage 2013	325	NA	Dr. G C Bhimani
				Prof. S R Dwiedi
				Prof. S Jadeja
24-02-13	UGC sponsor National seminar on "Women psychology past ,present and future"	510	230	Dr. G P Thakur
				Dr. D J Bhatt
				Prof. Gaurang Joshi
				Mr. Bhadudiya (Jt Sect. Higher Edu dept)

3.1.7 Provide details of prioritized research areas and the expertise available with the institution

The institute has prioritized following areas of research:

- ◆ Drama in Hindi Literature : Dr. P.R. Chauhan
- ◆ Folk Culture – Art in Gujarat : Dr. B.R. Khacharia
- ◆ Phonetics English - Gujarati : Dr. K.B. Vyas
- ◆ Psychological Counseling : Dr. R.K. Chocha
- ◆ Mental Health : Dr. G.N. Lagdhir
- ◆ Research Methodology : Prof. B. M. Vaghasia
- ◆ Hindi literature : Dr. R.Z. Patel & Dr. M.B. Vanvi
- ◆ Yoga & Medicine in sports : Prof. K.V. Jagani
- ◆ Humor in Gujarati Literature : Dr. Gopal Niranjani
- ◆ Food & Nutrition : Dr. M B Mehta
- ◆ Calorie Management : Prof. B B Mehta
- ◆ Handy craft : Prof. R R Rokad

3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

Institution has organized 3 National Seminar, 1 State Level Seminar and 1 Workshop in which 48 of eminence have been invited and they have effectively interacted with teachers and students

3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

No, faculty has used Sabbatical Leave, however the following campus facilities is available for research culture

- ◆ Facilitated infrastructures, technologies, full support – free usage of N-list & Library
- ◆ Active support from R.D.C.

3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land)

- ◆ In the form of books & articles, Research Work has been published
- ◆ On the special occasion, the research topics have been discussed among concerned faculties & students
- ◆ Our faculties are invited by local associations and communities, other educational institutes, NGOs, radio and television, BISAG etc, for special talk and lectures on their specialized areas and research work they have undergone

3.2 Resource Mobilization for Research

3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization?

No	Head	Budget Allocation	Actual Utilization	Allocation for research
1	Seminars	420000	280733	100%
2	Books/Journals	222230	56130	50%
3	TA/DA to staff members for research participation and Registration	65030	59914	50%
4	Phone and Internet	24190	19346	60%

3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

The institution does not have such provision.

3.2.3 What are the financial provisions made available to support student research projects by students?

The institution does not have such provision.

3.2.4 How do the various departments / units / staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.

Staff members involve themselves in interdisciplinary research by way of participation in seminar as well as presenting their papers.

Library staff with other faculties, participated in library related international conferences.

3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

- ◆ Subscription to research journals / books for reference
- ◆ Allowing staff and students to use library and other physical resource of the institution during college hours as well as in extra time.
- ◆ Free Internet surfing and N-list resources
- ◆ Seminar, debate, workshop, group discussion on current trends of the particular subject are organized in some of own courses for insistence
- ◆ Round the clock internet facility in the computer lab and library for student and teachers.
- ◆ Library is equipped with thousands of references, books and journals for research work.
- ◆ BBA, BCA, MSc (IT & CA), PGDCA, students are guided as to how to prepare their project report, research paper presenting, conferences. More over the students are regularly notified of the seminar, conference, workshops etc. through classroom notice as notice board.

The library staff prepares a monthly report on the usage of various library services, through which remedial steps can be taken.

3.2.6 Has the institution received any special grants of finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.

No

3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organizations. Provide details of on-going and completed projects and grants received during the last four years.

The institution provides full fledged support to the faculty members to obtain research funds from UGC for Minor and Major research projects.

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Details of Major and Minor research projects during last four years

Faculty	Title of Minor Project	Amount
Dr. B R Khachariya	Saurashtra na Lokdevo	95000
Dr. P R Chauhan	Surendra Varma ke natko me mithak aur aadunik sandarbh	60000
Dr. G N Lagdhir	A comparetive study of mental health of working people	22000
B M Vaghasiya	A study in relation to the job involvment life satisfaction and frustration in employees of jetpur saree industry.	35000
K V Jagani	Saurashtra na jidi judi vidhya sanstha na ramatviro parni asharo	100000

Faculty	Title of Ongoing Major Project	Amount
Dr. B R Khachariya	Gujarat na Loknrutyo	522500

3.3 Research Facilities

3.3.1 What are the research facilities available to the students and research scholars within the campus?

◆ Research Facilities

- 130 computers in E-Library
- Free Internet access to the students and research scholars
- 17500 Sq. Ft. of Reading space in Library with Wi-Fi connectivity
- Individual N-list username and password for each student and faculty
- Over 40000 physical books and reading material with no restriction of time research scholars
- Television for BISAG, Video Cassettes, Audio Cassettes, Educational CDs,

3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

◆ RDC has recommended following up-gradation to the management;

- Management has already established a State of the art e-library with 130 computers, Free Wi-Fi internet connectivity, N-list subscription etc for creating infrastructural facilities to meet research needs. Moreover, following additional utilities are also being planned.
- To organize a workshop on SPSS and MATLAB to create awareness for research analysis
- To purchase above mentioned and other necessary software to facilitate research analysis
- To subscribe in other esteemed e-resources like N-list
- To establish outside campus research linkages with industries and research institutes

3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities? If 'yes', what are the instruments /facilities created during the last four years?

No

3.3.4. What are the research facilities made available to the students and research scholars outside the campus /other research laboratories?

At present, such facilities are not made available but they are under planning agenda of RDC.

3.3.5 Provide details on the library/information resource center or any other facilities available specifically for the researchers

Institute has kept a special Research Corner in library at there two cupboards with different encyclopaedias, research related journals, thesis etc. are kept.

3.3.6 What are the collaborative research facilities developed /created by research institutes in the college?

No

3.4 Research Publications and Awards

3.4.1 Highlight the major research achievements of the staff and students in terms of

♦ **Patents obtained and filed (process and product)**

Nil

♦ **Original research contributing to product improvement**

Nil

♦ **Research studies or surveys benefiting the community or improving the services**

Name	Title of Thesis	Degree	Year	Subject
Nitin Suba	Job satisfaction of workers of textile industries of Jetpur	M.Phil.	2008	Commerce
Ayub Jalwani	Energy Management- An Artificial Intelligence	PhD	2012	Computer
M B Vanvi	Ysapal ki kahanio me samajik chetna – ek adhyayan	PhD	2011	Hindi
G N Lagdhir	A comperative study of mental health of working people	PhD	2008	Psychology
R Z Patel	Jaysankar Prashad ki kahanio mepatro ki visisth pahchan- Ek adhayayan	PhD	2011	Hindi
G M Niranjani	Vinod Bhatt ek adhyayan	PhD	2009	Gujarati
Jayesh Virani	Selected short stories of Jhumpa Laheri : A critical spectrum	M.Phil.	2011	English

♦ **Research inputs contributing to new initiatives and social development**

Name	Title of thesis	Degree	Year	Subject
K B Vyas	A comparative study of English & Gujarati phonological system	PhD	2011	English
Sakshi Diler	Self describe cryptography	M.Phil.	2010	Computer
Prakash Trivedi	Pattern evaluation proved to be important in data ware house	M.Phil.	2011	Computer

♦ **Minor Research Projects sanctioned by UGC and completed**

Faculty	Title of Minor Project	Year
Dr. B R Khachariya	Saurashtra na Lokdevo	2010
Dr. P R Chauhan	Surendra Varma ke natko me mithak aur aadunik sandarbh	2011
Dr. G N Lagdhir	A comparative study of mental health of working people	2011
B M Vaghasiya	A study in relation to the job involvment life satisfaction and frustration in employees of jetpur saree industry.	2010
K V Jagani	Saurashtra na jidi judi vidhya sanstha na ramatviro parni asharo	2012

♦ **Major Research Project sanctioned by UGC (ongoing)**

Faculty	Title of Ongoing Major Project	Year
Dr. B R Khachariya	Gujarat na Loknrutyao	2011

♦ **Other:**

Dr. P. R. Chauhan from Hindi Dept. is recognized as a Ph. D. Guide by Saurashtra University and four scholars have been awarded and 2 are pursuing their Ph.D. under him.

3.4.2 Does the Institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

No

3.4.3 Give details of publications by the faculty and students:

- ♦ Publication per faculty
 - Total publications = 119

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- ◆ Number of papers published by faculty and students in peer reviewed journals (national / international)
 - Total articles = 36
- ◆ Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)
 - Nil
- ◆ Monographs
 - Nil
- ◆ Chapter in Books
 - Nil
- ◆ Books Edited
 - Two
- ◆ Details of Books published since 2009

No	Title	Year	Author	ISBN No.	Publisher
1	Computer Fundamental	2009	D.K. Lalkiya		Bharat Publication
2	COA	2009	D.V. Pathak		Bharat Publication
3	Bussiness Eco. 1	2010	J R Dobaría	978-81-910196-4-3	C.Jamanadas
4	Bussiness Eco. 2	2010	J R Dobaría	978-93-81072-12-7	C.Jamanadas
5	Computer - It 2	2010	J C Jakharia	978-93-81072-18-9	C.Jamanadas
6	Computer Science 1	2010	J C Jakharia	978-93-81072-19-6	C.Jamanadas
7	Computer Science 2	2010	J C Jakharia	978-93-81072-19-6	C.Jamanadas
8	Communication Skill Sem-I	2010	J J Virani		B S Shah
9	Communication Skill Sem-2	2010	J J Virani		B S Shah
10	Communication Skill Sem-2	2010	J J Virani		C. Jamnadas
11	Vb 6.0	2010	Diler Sakshi		Bharat Publication
12	Sad, Access & Se	2010	D.P. Chhatbar		Bharat Publication
13	C++	2010	D.P. Chhatbar		Bharat Publication
14	Managerial Economics For Bba Sem 1	2011	Ankit Joshi	81-8416-021-6	B.S.Shah
15	Buss. Adm. 2	2011	J M Ramanuj.	81-8416-026-7	B.S.Shah
16	Buss. Eco. 2	2011	J R Dobaría	81-8416-027-5	B.S.Shah
17	Acc. And Fin. 3	2011	V D Mehta.	81-8416-032-1	B.S.Shah

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No	Title	Year	Author	ISBN No.	Publisher
18	Business Mathematics For Bba Sem 1	2011	Ushaben Jogi	81-8416-066-6	B.S.Shah
19	Business Mathematics For Bba Sem 2	2011	Ushaben Jogi	81-8416-066-6	B.S.Shah
20	Principles Of Economics For Bba Sem 1	2011	Ankit Joshi	81-8416-067-4	B.S.Shah
21	Principles Of Economics For Bba Sem 2	2011	Ankit Joshi	81-8416-067-4	B.S.Shah
22	Hrm – Sem 1	2011	T.H. Thakar	81-8416-071-1	B.S.Shah
23	Corp. Acc.1	2011	V D Mehta.	81-8416-072-0	B.S.Shah
24	Inc. Tax. 1	2011	H D Tilala	81-8416-085-2	B.S.Shah
25	Business Statistics For Bba Sem 1	2011	Ushaben Jogi	81-8416-086-0	B.S.Shah
26	Business Statistics For Bba Sem 2	2011	Ushaben Jogi	81-8416-086-0	B.S.Shah
27	Path Ways To Eng.	2011	K B Vyas	978-81-7596-894-3	Cambridge Uni.
28	Basic Psy. Process	2011	R K Chocha	978-81-910196-1-2	C.Jamanadas
29	Hum. Dev. And Child Psy.	2011	R K Chocha	978-81-910196-1-2	C.Jamanadas
30	Corporation 2	2011	J R Dobarra	978-93-81072-13-4	C.Jamanadas
31	Bharatiy Arthtantra Ni Payani Samsyao 1	2011	J R Dobarra	978-93-81072-29-5	C.Jamanadas
32	Bharatiy Arthtantra Ni Payani Samsyao 2	2011	J R Dobarra	978-93-81072-29-5	C.Jamanadas
33	Social Psy.	2011	R K Chocha	978-93-81072-30-1	C.Jamanadas
34	Crime Psy.	2011	R K Chocha	978-93-81072-31-8	C.Jamanadas
35	Health Psy.	2011	R K Chocha	978-93-81072-42-4	C.Jamanadas
36	Fininancial Eco. 3	2011	J R Dobarra	978-93-81072-45-5	C.Jamanadas
37	Fininancial Eco. 4	2011	J R Dobarra	978-93-81072-45-5	C.Jamanadas
38	Psy. Of Individual Diffrence And Adjustment	2011	R K Chocha	978-93-81072-45-5	C.Jamanadas
39	Compuer Science 3	2011	J C Jakharia	978-93-81072-49-3	C.Jamanadas
40	Adolescent Psy.	2011	R K Chocha	978-93-81072-51-6	C.Jamanadas
41	Psy. Path .	2011	R K Chocha	978-93-81072-52-3	C.Jamanadas
42	Micro Eco. 1	2011	J R Dobarra	978-93-81072-55-4	C.Jamanadas
43	Money Banking And Pub. Fins. 1	2011	J R Dobarra	978-93-81072-56-1	C.Jamanadas
44	Corporation 1	2011	J R Dobarra	978-93-81072-57-8	C.Jamanadas
45	Malam Vikgnamitram	2011	J.K. Radadiya	978-93-81072-6	C. Jamnadas

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No	Title	Year	Author	ISBN No.	Publisher
46	Micro Eco. 2	2011	J R Dobaria	978-93-81072-84-4	C.Jamanadas
47	Money Banking And Pub. Fins. 2	2011	J R Dobaria	978-93-81072-91-2	C.Jamanadas
48	Computer Science 4	2011	J C Jakharia	978-93-81072-95-0	C.Jamanadas
49	Bachan Kavya Me Prem Tatva	2011	J.H.Sansiya	978-93-81428-08-05	K.S.Publication
50	Bachpan Ka Gadh Sahitya	2011	M.B.Vanvi	978-93-81428-08-5	Chintan Prakashan
51	Bachchan Ka Vyaktitva	2011	P.R.Chauhan	978-93-81428-08-5	K.S.Publication
52	Enterprenurship Development Sem I	2011	T.H. Thakar	978-93-82027-25-5	C. Jamnadas
53	Introduation Of Social Research	2011	J R Dobaria	978-93-82027-84-3	C.Jamanadas
54	Business Taxation	2011	Nitin Suba		B S Shah
55	Programming With Java	2011	B G Joshi		Ravi Prakashan
56	Computer Fundamentals & Emarging Tech. N/W	2011	B G Joshi		Ravi Prakashan
57	Vb 6.0	2011	D.P. Chhatbar		Nirav Prakashan
58	C++	2011	D.P. Chhatbar		Nirav Prakashan
59	Money Eco. And Fin. System 2	2012	J R Dobaria	81-8416-004-6	B.S.Shah
60	Acc. And Fin. 4	2012	V D Mehta.	81-8416-032-1	B.S.Shah
61	Hrm - Sem 2	2012	T.H. Thakar	81-8416-071-2	B.S.Shah
62	Corp. Acc.2	2012	V D Mehta.	81-8416-072-0	B.S.Shah
63	Inc. Tax. 2	2012	H D Tilala	81-8416-085-2	B.S.Shah
64	Chil Psy. Hindi	2012	R K Chocha	978-38-22066-1-3	Ravat Prakashan
65	Understanding Of Child Dev.	2012	R K Chocha	978-81-924706-1-0	Eklavya Prakashan
66	Psy. Education	2012	R K Chocha	978-81-924706-5-8	Kamlesh Prakashan
67	Prin. Of Pshychology	2012	R K Chocha	978-81-924706-6-5	Kamlesh Prakashan
68	General Psy.	2012	R K Chocha	978-81-924706-9-6	Urmil Manas Publication
69	Process Of Basic Psy.	2012	R K Chocha	978-93-800331-5-0	Paradise Publisher
70	Computer Science 5	2012	J C Jakharia	978-93-82027-06-5	C.Jamanadas
71	Gsi Sem I	2012	T.H. Thakar	978-93-82027-20-1	C. Jamnadas
72	Enterprenurship Development Sem Ii	2012	T.H. Thakar	978-93-82027-25-6	C. Jamnadas
73	Compuer Science 6	2012	J C Jakharia	978-93-82027-73-7	C.Jamanadas
74	Internation Eco. 1	2012	J R Dobaria		C.Jamanadas
75	Cor.Study Of Eco. System 1	2012	J R Dobaria		C.Jamanadas

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No	Title	Year	Author	ISBN No.	Publisher
76	Dev. And Eco. Of Env. 1	2012	J R Dobaría		C.Jamanadas
77	Micro Eco. 1	2012	J R Dobaría		C.Jamanadas
78	Human Resource Management	2012	Hiren H. Bhuva		C. Jamnadas
79	Managerial Economics For Bba Sem 2	2013	Ankit Joshi	81-8416-021-6	B.S.Shah
80	Buss. Env. 2	2013	J R Dobaría	81-8416-054-2	B.S.Shah
81	Fund. Of Stat.	2013	J M Ramanuj.	81-8416-069-0	B.S.Shah
82	Acc. And Fin. 6	2013	H D Tilala	81-8416-070-4	B.S.Shah
83	Business Environmnet - I	2013	Ankit Joshi	81-8416-092-5	B.S.Shah
84	Materials Management	2013	Hiren H. Bhuva	978-93-82027-59-1	C. Jamnadas
85	Bussiness Environment	2013	J R Dobaría	978-93-82027-67-6	C.Jamanadas
86	Micro Eco.2	2013	J R Dobaría		C.Jamanadas
87	Banking And Fin. Market 2	2013	J R Dobaría		C.Jamanadas
88	Keynesian , Modeva And Indian Economic Thought 2	2013	J R Dobaría		C.Jamanadas
89	Dev. And Eco. Of Env. 2	2013	J R Dobaría		C.Jamanadas
90	International Trade And India	2013	J R Dobaría		C.Jamanadas
91	Business Environmnet - Ii	2014	Ankit Joshi	81-8416-092-5	B.S.Shah
92	Fusion	2102	K B Vyas	978-81-250-4667-7	Orient Prv.Ltd.
93	Dharambhumi Ka Aadhar Ramcharitmanas		P R Chauhan	2278-4381	Shanti Prakashan
94	Income Tex (Sy B.Com)		H D Tilala	81-8416-285-2	B/S Shah
95	Ad/Ac(Ty.Bcom)		H D Tilala	92-9167-82-2	B/S Shah
96	Sanskrutik Chetna Ke Sajag Prhari Bhakhat Lal Chatrurvedi		M B Vanvi	978-81-88571-14-3	Chintan Prakashan
97	Hindi Sahitya Me Sanskruti Chetna		J.H.Sansiya	978-81-88571-41-3	Chintan Prakashan
98	Sanskrutik Chetna Aur Hindi Sahitya		M B Vanvi	978-81-88571-42-0	Chintan Prakashan
99	Hindi Kavya Me Rastiya Aakta		M B Vanvi	978-81-909488-0-7	Darpan Prakashan
100	Khayal Pampara Avam Parasi Rangmanch Ka Samayojan		P.R.Chauhan	978-81-923078-0-0	Doshi Publication
101	Hindi Vyakaran		P.R.Chauhan	978-81-923078-1-7	Doshi Publication
102	Sharashtrana Lokdev		B.R.Khacharia	978-81-923471-0-03	Bhimji Khacharia
103	Lokashrya		B.R.Khacharia	978-81-923471-1-0	Bhimji Khacharia
104	Shabdashrya		B.R.Khacharia	978-81-923471-	Bhimji Khacharia

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No	Title	Year	Author	ISBN No.	Publisher
105	Rukimani Haran Khand-1		B.R.Khacharia	978-81-923471-3-4	Bhimji Khacharia
106	Rukimani Haran Khand-2		B.R.Khacharia	978-81-923471-4-1	Bhimji Khacharia
107	Yoga And Meditation		K.V.Jagani	978-819242/1-0-0	Saurashtra University
108	Yoga And Meditation		K.V.Jagani	978-819242/1-1-1	Saurashtra University
109	Lalit Nibandhawali		P.R.Chauhan	978-93-5070-013-6	Shanti Prakashan
110	Ek Bijo Dronacharya		P.R.Chauhan	978-93-5070-014-3	Shanti Prakashan
111	Dr. Surendra Varma Ke Natak Me Mithak Ka Adhunikaran		P.R.Chauhan	978-93-5070-015-0	Shanti Prakashan
112	Ad/Ac(Fy.Bcom)		H.D.Tilala	978-93-81072-08-0	C Jamanadas
113	Daskumar Charitya		J.K. Radadiya		C. Jamnadas
114	Raghuvansam		J.K. Radadiya		C. Jamnadas
115	Bhasha Aur Dharam Shampradiyakta Ke Pariprekshay Me		P.R.Chauhan		
116	Bhasha Ki Sahajata Aur Raghuvir Sahay		P.R.Chauhan		
117	Adhunik Bharatiya Sahitya Aur Mahatama Gandhi		P.R.Chauhan		
118	Aaj Ka Hindi Natak Dasha Avam Disha		P.R.Chauhan		
119	Madhyomo Ki Samajik Bhumika		P.R.Chauhan		
120	Jaynendra Ke Upanyasho Ka Jivan Darshan		P.R.Chauhan		
121	Sahitya Yani Kya		R.Z.Patel		
122	Harivansh Ray Bachchan Ki Sahitya Sadhana		R.Z.Patel		
123	Hindi Sahitya Me Sanskruti Chetna		R.Z.Patel		
124	Hindi Sahitya Me Rashtriya Chetna		R.Z.Patel		
125	Gandhiji Ane Payani Kelvani		R.Z.Patel		

◆ Citation Index

➤ Nil

◆ SNIP

➤ Nil

- ◆ SJR
 - Nil
- ◆ Impact factor
 - Nil
- ◆ h-index
 - Nil

3.4.4 Provide details (if any) of

- ◆ **Research awards received by the faculty:**

- Nil

- ◆ **Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally**

Dr. K B Vyas ->Department of Electrical, IIT – Mumbai and BISAG

B R Khacharia->BISAG, Akashwani Rajkot

Nitin Suba -> Entrepreneurship Development Institute - Gujarat

K V Jagani -> UDISHAProject, Sports Authority of Guj and BISAG

R R Rokad -> BISAG

Ankit Joshi -> Entrepreneurship Development Institute - Gujarat

Kamlesh Goswami -> Entrepreneurship Development Institute

Jayesh Virani -> Entrepreneurship Development Institute - Gujarat

- ◆ **Incentive given to faculty for receiving state, national and international recognitions for research contributions.**

- ◆ Duty leave is granted
 - ◆ Appreciation to such faculties in the public functions
 - ◆ Felicitation certificate for the research degrees

3.5 Consultancy

3.5.1 Give details of the systems and strategies for establishing institute-industry interface?

The institute has undergone MoUs with reputed local industrial units for facilitating industrial visits and providing employment opportunities to the graduate students of the institute. The major MoUs are;

- ◆ A M Processor
- ◆ Srinathji Cotton
- ◆ Gnobel infosys
- ◆ Infinity infoware

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

There is no such formally stated policy.

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

As the following ways:

The institution encourages the staff for better utilization of their expertise in following ways;

- ◆ Providing duty leave(s)
- ◆ Allow to use college infrastructures
- ◆ Full support from co-faculties for adjusting teaching schedule and cooperate in providing their concerned expertise to fulfil the task.

3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

Following are the major areas in which consultancy services have been provided by college faculties free of cost:

- ◆ Communicative English skill in Chabhadiya school and Aaruni School
- ◆ Management and controlling consultancy to Space English school
- ◆ Computer and network installation in schools
- ◆ Food and Nutrition consultancy in day boardings
- ◆ NAAC and IQAC guidance in SPKM college

3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?

As the consultancy services provided by expert faculties have been rendered free of cost, there is no question of revenue generation and its utilization.

3.6 Extension Activities and Institutional Social Responsibility (ISR)

3.6.1 How does the institution promote institution-neighborhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

The institution has been promoting following activities to benefit students to become good citizen, service oriented, holistic and useful for all over development.

- ◆ Continuous NSS activities along-with 10 days special camps in the nearby villages
- ◆ Visiting dyeing and printing industries
- ◆ Visiting old age homes
- ◆ Visiting deaf and dumb school
- ◆ Visiting botanical garden and Agriculture University
- ◆ Field work by students at nearby industries
- ◆ Various Yoga shibirs, spiritual talks and health awareness programme
- ◆ Diploma in yoga course for the students and society
- ◆ To send students at Nagarpalika for training work and to help in governance
- ◆ To support various missions, drives and campaigns of University, State and National level, faculties and students actively indulge in;
 - Cleanliness drive
 - Swine flu awareness
 - Dengue fever and Chiken Guinea awareness camps
 - Polio Prevention Campaign
 - Blood Donation camps
 - Swami Vivekananda 150th Birth Anniversary programs
 - Samarpan Dhyan Shibir
 - Swarnim Gujarat Celebration
 - “Saptdhara” activities
 - Participation in various competitions conducted by different clubs and communities

3.6.2 What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles?

The institution undergoes a systemized mechanism under following steps to involve students in various social movements/activities;

- ◆ Principal assigns tasks related to such movements to specific faculties or their group and nominates movement/activity coordinator.
- ◆ Activity coordinators take personal interest and finalize the manner in which tasks are to be organized and coordinated.
- ◆ Notice(s) are displayed at various spots in campus and also announced through public announcement system.
- ◆ Coordinator team along-with principal takes visit to individual classroom and motivates students for their active involvement.
- ◆ Students' meeting is organized and student coordinators are nominated in this meeting. Students are given thorough guidance and encouragement.
- ◆ Active and outstanding participation of students/students group is highly appraised through public announcement system/notice boards and public functions.

3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

The institution solicits stakeholder perception on the overall performance and quality of the institution through:

- ◆ In all the mega events, stakeholders are invited and they are asked to opine frankly in public as well as in the close meetings with management and staff members.
- ◆ Alumni Association and Parent-Teacher Association meet at regular intervals. Feedbacks are solicited in the prescribed format.

3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.

Extension activities are regularly scheduled in academia calendar with a care that it is given space after the teaching hours and at least twice in a week.

NSS has been categorized in two units i.e. Boys Unit and Girls Unit

NSS activities are organized keeping in account the local requirements and societal needs. These activities are assigned to Boys unit and Girls unit according to the nature of work.

Budgetary details

Year	Budget allocation		
	NSS grant		Management Contribution
	Regular Activities	Camp	
2008-09	18500	22500	20000
2009-10	18500	22500	20000
2010-11	18500	22500	20000
2011-12	18500	22500	20000

The following extension and outreach programmes have been planned and organized by the institution:-

- ◆ Every year NSS unit (Boys and Girls) of institute adopt two villages and arrange 10 days camp over there. During the camp various activities like Cleaning of the village, Child as well as adult education, Prevention from addiction, Health awareness, women and children empowerment, environmental awareness, prepare storage water (Sanitation) arrangement, Thoughts and slogans painting on walls, village survey work etc. are organized.
- ◆ In regular NSS activities tree plantation, cleanliness drive at college and slum area, Flag hosting etc
- ◆ Participation of students in various health awareness programmes/drives;
 - *'Pulse Polio Abhiyan'*
 - *Swine flu*
 - *Dengue fever*
 - *Blood donation*
 - *AIDS*
 - *Stress management*
 - *TB awareness*

- ◆ Various activities on celebration of 150th birth anniversary of Swami Vivekananda
 - *Elocution*
 - *Essay*
 - *Rally*
 - *Poster presentation*
 - *IT competitions – IT Rage 2013*
 - *Visit to Ramkrushn Ashram – Rajkot*
- ◆ One day seminar on
 - *Environmental awareness*
 - *Traffic awareness*
 - *Anti Addiction*
- ◆ “Asmita Samaroh” at Saurashtra University.
- ◆ Activities and training for traditional home decoration, handicrafts, cooking, beauty parlor, “Mehandi” etc. are arranged for girls and women of village.
- ◆ From the above activities the students are benefited in their overall development and curricular development such as
 - Extension and outreach programmes helped students develop their integrated value system i.e. truthfulness, uprightness, accountability, nationality, responsibility, fearlessness, adventures, attitude, entrepreneurship, sportsmanship, equality, integrity, honesty and sensibility among students.
 - Students have got more socially aware and their public interaction skill is developed
 - Many students have come out with suggestions and readiness to shoulder responsibility, which reflects the development of Leadership attributes.
 - NSS certificate carries very high value in academics for further education and in professional development and employment.
 - The institution could cater the nation not only by providing a good student but also a valued citizen to the nation.

3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National / International agencies?

The institution promotes participation of students in extension activities under NSS by;

- ◆ Explaining the importance and utility of the programme
- ◆ The students are assured that their participation will not check their academic progress but it will be very useful to them in their professional graph and their career credits.
- ◆ They are awarded certificates by the university on completion of such programmes.
- ◆ The institution prepares NSS students to reach pre RDC - Delhi Pared.
- ◆ Students who performed outstanding are rewarded by prizes, medals etc.

Whereas Institution promotes Faculty Participation by;

- ◆ Appreciating his or her work in meeting, functions and other social gatherings
- ◆ The programme officers of NSS are sent for the special training camps.
- ◆ Financial assistance from management
- ◆ Taking care that regular academic assignments and scheduled examination tasks are not disturbed.
- ◆ Support and cooperation by other faculty members for rearrangement of lectures and teaching schedule

3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?

No

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.

Objectives and expected outcomes

- ◆ To cater society by various activities for following facets;
 - Women Empowerment
 - Environment Decontamination
 - Education Upliftment
 - Health and Hygiene awareness
- ◆ To develop students comprehensively
 - Character Building
 - Leadership skill development
 - Social awareness and public interaction
 - Cultural awareness

- ◆ To serve the nation by providing valued citizens

Extension activities provide rich dividends to the students and society as a whole. Participating students remain in constant touch and good interaction with faculties. Thus, their learning process becomes much smoother and object oriented.

Other benefits and positive impacts of extension activities and outreach programs are already specified in 3.6.4 above.

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?

The institution has been actively contributing to surrounding community for last four decades. As institution has been cultivating continuous touch with all NGOs and clubs through faculties and stakeholders, community participation is quite natural in all activities of the institution.

Some of the major initiatives undertaken by the institution involving various communities are as under;

Tree Plantation – “Go Green” mission

Not only the college but also Jetpur city and surrounding villages are incorporated for “Go-Green” activity. To make this drive more effective institution involves local citizens, Village citizens and authorities like Sarpanch, Municipality personnel, Forest department personnel etc.

Lecture on – Legal provisions for women

Women empowerment cell organized one lecture from expert lawyer of town on “Legal provision for women in Indian laws”. All college students and various women organizations of town attended this lecture.

Health & Hygiene

The institution has incorporated various expert doctors of town, IMA – Jetpur, Civil hospital and other NGOs for awareness, prevention and precaution of different diseases under;

- ◆ *‘Pulse Polio Abhiyan’*
- ◆ *Swine flu*
- ◆ *Dengue fever*
- ◆ *AIDS*
- ◆ *Stress management*
- ◆ *TB awareness*
- ◆ *Specific Women diseases and issues*

Blood Donation Camps

The institution has organized “Blood Donation Camps” at the college premises every year, in association with blood banks, IMA-Jetpur, State Bank of India and other Clubs of town. The purpose of the camp was to create a sense of humanity among the community and the students.

Other Initiatives

- ◆ Various programs/events/competitions on 150th Birth Anniversary of Swami Vivekananda
- ◆ Expert talk on Consumer Awareness
- ◆ Expert talk on Right to Information
- ◆ Awareness campaign on importance of Election and Voting

3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

The institution is not having formal agreements with other institution/s in the town for working on such activities. However, college faculties always extend their support and expertise for various objectives such as;

- ◆ Guidance by home science faculties to the day school on food and nutrition
- ◆ Expert consultation to educational institute (newly opened English medium school)
- ◆ English Speech Enriching Group involving various faculties of college and other institutions to practice and enrich English language. The group has been kept open for any citizen interested to develop the language.

3.6.10 Give details of awards received by the institution for extension activities and / contributions to the social / community development during the last four years.

Shree G K & C K Bosamia Arts and Commerce College – JETPUR

- ◆ Certificate from Blood Banks
- ◆ Letter of appreciation for conducting mass campus drive at RK university – Rajkot
- ◆ Letter of appreciation for conducting expert lecture in Guardi College – Rajkot

3.7 Collaborations

3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

The institution has no official collaborations with research laboratories, institute and industry.

- ◆ For providing rich source of data and information in the form of e-content, the institution has subscribed to INFLIBNET for N-list.
 - Students and faculties are given individual username and password to access N-list and the institution has been ranked 6th among top ten users of N-list nationwide.
 - Students have become more reading oriented as they can have easy and faster access to information easily through N list in e-library.
- ◆ The institution provides incentives to research scholars as under;
 - Duty leaves
 - Registration fees for actively participating and performing in seminar/conferences
 - Salary hike for their special research achievement
 - 2 faculties have cleared NET exam
 - 5 faculties have completed Phd
 - 2 faculties are undergoing Phd

3.7.2 Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.

The institution has collaborative arrangements as under;

- ◆ For cultural and societal activities
 - Lions Club - Jetpur
 - Rotary club
 - Jetpur dying and printing association
 - CHAMBER OF COMMERCE
- ◆ For Industrial visit
 - A M Processor
 - Srinathji Cotton
 - Gnobel infosys
 - Infinity infoware

- ◆ For Training and placement
 - Infinity infoware
- ◆ For computer literacy, competency and certification
 - DOAECC
- ◆ For E-content
 - INFLIBNET
- ◆ For Vocational Courses
 - AICTE (process is ongoing)
- ◆ For Hygiene and health awareness
 - IMA – Jetpur chapter
 - Shree Somnath Sanskrit University

3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/ new technology /placement services etc.

The institution has managerial interactions with SNK institute – Rajkot for academic and infrastructure related guidance. It has been planned to optimally utilize and share infrastructural and other amenities by commencing English Medium School in college premises.

The institute has had interactions with Reliance Capital and Vodafone for employment of graduate students. (8 students had been shortlisted and called for recruitment)

3.7.4 Highlighting the names of eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the college during the last four years.

- ◆ UGC Sponsored National Level Seminar on "ADHUNIK VIVECHAN NA NUTAN ABHIGAMO" in the presence of following dignitaries
 - Sitansu Mehta
 - Nitin Mehta
 - Shrish panchal
 - Chandrakant Topiwala
 - Balvant Jani
 - Niranjana Rajyaguru
 - Suman Shah
 - Naresh Vaidya
 - Jayendra Shekdiwala
- ◆ National Seminar on Bhasha Ke Prachar-Prasar me Media ka Yogdan
 - Amrut Gangar
 - Utkarsh Mazmudar
 - Narayanan Sharma
 - Navneetkumar Chauhan
 - B K Kalashva
- ◆ National Level Seminar on "Contemporary issues in commerce and Management " in presence of following dignitaries
 - Pratapsinh Chauhan
 - Daxaben Chauhan
 - Sanjay Bhayani
 - Hitesh Shukla
 - Dr. Hitesh Shukla
 - Dr. Suresh Savani
 - Prof. R V Keshwala
- ◆ The symposium on "Late Gujarati Poet Shri Nitin Mehta's literary contribution" in presence of following dignitaries
 - Sitansu Mehta
 - Shirish Panchal
 - Jaydev Shukla
 - Kamal Vora
 - Raman Soni
 - Niranjana Rajyaguru
 - Dr. Balvant Jani
 - Dr. Nitin Vadgama
- ◆ A special one day workshop for principal and faculties of surrounding colleges of Saurashtra University was organized to orient them towards newly adopted CBCS system.
 - Prof. Mahesh Jivani

- ◆ A special one day workshop for principal and faculties of surrounding colleges of Saurashtra University was organized to orient them towards newly adopted CBCS system in presence of
 - Dr. S J Zala - Principal M B Arts & Commerce college, Gondal
 - Prof. Mahesh Jivani - Department of Electronics - Saurashtra University, Rajkot
- ◆ National seminar on “Bhasa ke prachar -prashar me media ka yogdan” in presence of
 - Amrut Gangar
 - Utkarsh Mazmudar
 - Navalkishor Sharma
- ◆ State level Seminar on “Changing role of financial management” in presence of
 - J D Jadeja - MS Uni
 - P K Priyan -SP Uni
- ◆ UGC sponsor National seminar on "Women psychology past ,present and future" in presence of
 - Dr. G P Thakur
 - Dr. D J Bhatt
 - Prof. Gaurang Joshi
 - Mr. Bhadudiya (Jt Sect. Higher Edu dept)

3.7.5 How many of the linkages/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated

- a) Curriculum development/enrichment
- b) Internship/ On-the-job training
 - Gnobel infosys
 - Infinity infoware
- c) Summer placement
- d) Faculty exchange and professional development
- e) Research
- f) Consultancy
 - Infinity infoware
 - SPKM Womens College

- g) Extension
 - Lions Club - Jetpur
 - Rotary club
 - Jetpur dying and printing association
- h) Publication
- i) Student Placement
 - Gnobel infosys
- j) Twinning programmes
- k) Introduction of new courses
 - MSc IT & CA and Diploma in Yoga
- l) Student exchange
 - SPKM Womens college
- m) Any other

3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/collaborations.

The institution is located in semi-rural area and hence the mass of students it enrolls every year in various courses remains at raw level. It has to be admitted here that the institution inevitably invests its resources (faculties and infra) mainly to strengthen and finish the raw students. At the same time, over a period of last 5 years, the institution has enhanced infra and amenities to keep up with the demanding time.

The institution has a mission of catering the higher educational needs of local surroundings and hence institutional linkages and collaborations are made accordingly. Although the institution has not good number of official linkages and collaborations, it is on the way of strengthening its current linkages and maximizes its utility.

Any other relevant information regarding Research, Consultancy and Extension which the college would like to include.

- ◆ State level seminar for management faculty students
 - Participation of over 700 students
 - Over 20 colleges from four universities of state
- ◆ State level IT competition “IT rage – 2013”
 - Participation of over 300 students
 - Over 18 colleges from four universities of state
- ◆ Pool drive by TCS at R K University- Rajkot
 - 180 students participation

Criterion IV - Infrastructure and Learning Resources

This criterion seeks to elicit data on the adequacy and optimal use of the facilities available in an institution to maintain the quality of academic and other programmes on the campus. It also requires information on how every constituent of the institution - students, teachers and staff - benefit from these facilities. Expansion of facilities to meet future development is included among other concerns. The focus of this criterion is captured in the following Key Aspects:

4.1 Physical Facilities	[30 Marks]
4.2 Library as a Learning Resource	[20 Marks]
4.3 IT Infrastructure	[30 Marks]
4.4 Maintenance of Campus Facilities	[20 Marks]

4.1 Physical Facilities

4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

- ◆ Main building of college is about 100 years old; The management keeps on renovating when and where required, keeping in mind the monumental value of the historical building
- ◆ To construct and develop additional building to facilitate teaching and learning
- ◆ To construct and develop additional infrastructure for assisting and encouraging co and extra-curricular activities
- ◆ To enhance existing infrastructure considering the contemporary demand of technical and professional programmes
- ◆ To develop infrastructure, the institution follows under mentioned policy;
 - The trust is having the motto of non-profit approach.
 - Surplus funds from self-finance courses are used for updating/developing infrastructure, after optimum utilization of UGC grant.
 - Donation is humbly restricted.

4.1.2 Detail the facilities available for

a) Curricular and co-curricular activities – classrooms, ethnology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.

- ◆ **For Curricular *activities***
 - 25 Class Rooms
 - 2 Central Halls
 - Laboratories,
 - 1 Psychology labs
 - 5 Computer labs
 - 3 Home Science labs
 - 1 DELL
 - 6 Projector rooms
 - Audio Video Equipments (BISAG)
 - Library and e-resources

◆ **For Co-curricular activities**

- Multi-utility auditorium (OMKAR Hall)
- Central hall with permanent stage
- Central sound system
- Musical Instruments
- Codeless Microphones
- 4 Digital Camera
- Wrestling/Judo Mats
- Stage curtain
- 100 Dinner sets
- Agricultural tools
- Botanical Garden
- Dresses & Ornaments for cultural events

◆ **Extra-curricular activities**

- **For Sports**
 - Sports trousers and costumes
 - Fully furnished sports office
- **Indoor**
 - Wrestling/Judo Mats
 - Table Tennis boards
 - Carom boards
 - Chess
 - Badminton courts
 - Multi utility auditorium
 - Gymnasium
 - Treadmill
 - Cycle
 - Dumbbells
 - Weight lifting barbell- up to 100 KG
 - Electronic weighing machine
- **Outdoor**
 - Volleyball ground
 - Kabbadi ground
 - Kho-Kho ground
 - Huge Athletic Ground
 - Long & High Jump
 - Running Track
 - Hammer Throw
 - Javelin Throw
 - Disc Throw

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities enveloped/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution/ campus and indicate the existing physical infrastructure and the future planned expansions if any).

To meet academic growth and optimum utilization;

- ◆ Classrooms are converted into multimedia (Projector) rooms
- ◆ Additional computer labs have been developed
- ◆ Home science and psychology labs have been developed with equipments
- ◆ Established Digital English Language Lab with 25 fully equipped computers
- ◆ Multi utility auditorium with indoor gymnasium and courts
- ◆ New library building
 - Full Wi-Fi accessibility
 - 130 computers with internet connectivity
 - 2 reading halls
 - 2 sections for books, journals, newspapers etc
 - BISAG Corner
 - Research Corner

To optimally utilize above, various programmes are scheduled in two shifts from 7:30 am to 6:30 pm. Moreover, on off days, NGOs are given facilities to conduct value added activities.

The institute has the exclusive building with big rooms and necessary infrastructure in which the following facilities are available: (Plan Attached)

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Financial Data 2008 to 2012								
Head	2008-09		2009-10		2010-11		2011-12	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Construction	0	0	0	0	15770000	8135599	10500000	9774458
Renovation	0	20751	0	11388	16261	741363	319060	0
Computer and device Purchase	700000	733150	560000	1489500	0	41700	1300000	1154650
Computer Repairing	507100	314320	91768	34335	110122	9310	49710	43229
Phone / Internet / Website	2000	9729	0	0	4400	20937	24190	19346
Books	0	0	260000	137225	158225	27920	222230	56170
Water Purifier and Cooler	0	0	0	0	0	45300	175950	0
Sports equipments	0	0	0	0	0	4759	114380	51813
Travelling	20500	15152	41827	38452	51292	57411	65030	59914
Furniture	81150	128994	382980	43625	642200	710003	13680	35059
Furniture Repairing	10000	36454	12000	0	0	1435	710	13733
Projectors	0	0	0	0	0	112000	50000	34900
Fans and Electric Equipments	0	9854	30000	0	10000	151568	80000	76650
Software	0	0	0	0	0	25000	0	0

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

- ◆ Institution takes special care and provides kind treatment to physically disable in their academic routines and examinations. However, institution does not have specific infrastructural provisions for them.

4.1.5 Give details on the residential facility and various provisions available within them:

- ◆ Hostel Facility – Accommodation available
- ◆ Recreational facilities, gymnasium, yoga center, etc.
- ◆ Computer facility including access to internet in hostel
- ◆ Facilities for medical emergencies
- ◆ Library facility in the hostels

- ◆ Internet and Wi-Fi facility
- ◆ Recreational facility-common room with audio-visual equipment
- ◆ Available residential facility for the staff and occupancy Constant supply of safe drinking water
- ◆ 24 Hours Security

The institution does not have any residential facilities at present.

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

- ◆ **On campus**
 - Health center
 - Doctor on call
 - Gymnasium
 - Special health awareness talks on mental health, AIDS, YOGA, Dhayan etc.
 - Dietary program for students
 - Organizing Thelesamia test for students
- ◆ **Off Campus**
 - Staff and students are sent for Residential “shibirs”
 - Personal accident insurance policy of One Lac for each student

In addition to above on and off campus provisions, awareness drives for chronic and seasonal infleotional deceases like swin-flu, Polio, AIDS, blood donation , dengue fever are organized in city slum areas as well as in the villages of Jetpur taluka

4.1.7 Give details of the Common Facilities available on the campus – spaces for special units like IQAC, Grievance Redressal unit, Women’s Cell, Counseling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

Institution has following common facilities;

- ◆ IQAC
- ◆ Women’s Cell
- ◆ Counseling and Career Guidance
- ◆ Placement Unit
- ◆ Health Centre
- ◆ Recreational spaces for staff and students
- ◆ Safe drinking water facility
- ◆ Auditorium

4.2 Library as a Learning Resource

4.2.1 Does the library have an advisory committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

Yes, the College has an advisory committee with following composition

Name	Designation	Role
Shailesh Vanvi	Librarian	Chair person
Gopal Niranjani	Asst. Librarian	Co-Chairperson
J M Ramanuj	Asso. Professor	Member
P B Trambadia	Asso. Professor	Member
M B Vanvi	Asso. Professor	Member
J B Gadhe	Asso. Professor	Member
K V Tanchak	Asso. Professor	Member
Ushaben Jogi	Asst.Professor	Member
Bhavna Joshi	Asst.Professor	Member
Ayub Jalwani	Asst.Professor	Member
Diler Shakshi	Asst.Professor	Member
Ankit Joshi	Asst.Professor	Member

- ◆ E-library has been set up to access e-contents
- ◆ Subscribed to N-list (INFLIBNET) to make e-library rich
- ◆ Individual user id & password given to students for optimum use of n-list
- ◆ Special corners are set in library i.e. research corner, recreation corner
- ◆ Use of SOUL library Management Software
- ◆ Suggested books & web references are displayed on notice board
- ◆ Syllabus Planner guide is provided with book and web references for easy accessibility of reading resources

4.2.2 Provide details of the following

- ◆ Total area of library (in sq :mts) : 1728 Sq mts
- ◆ Total seating capacity : 300
- ◆ Working hours on;
 - Working days : 8.00 to 5.00
 - Holidays : Remain closed
 - Before examination : 8.00 to 5.00
 - During examination : 8.00 to 5.00
 - During vacation : 8.00 to 5.00
- ◆ Layout of the library
 - individual reading carrels : plan/photo attached
 - Lounge are for browsing and relaxed reading : plan/photo attached
 - IT zone for accessing e-sources : plan/photo attached

4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

- ◆ Librarian keeps the stock and asks for suggestions from principal, library advisory committee and from all faculty members for the recommendation to purchase additional books, titles, journals and other reading materials.
- ◆ For this, a special requisition form is given to faculty members for their recommendations containing the various details of purchase.
- ◆ On the basis of requisition forms, librarian with LAC finalizes the stock to purchase.
- ◆ Following purchases are made during last four years;

Library Added	2008-09		2009-10		2010-11		2011-12	
	No	Amount	No	Amount	No	Amount	No	Amount
Text books	934	91221	579	56270	1074	72869	1444	122681
Reference Books	792	188099	785	168547	270	113664	319	61074
Journals/ Periodicals	71	28755	73	31823	71	29056	59	17769
e-resources	10	500					48	1250
Gift	100	15889	70	13143	99	14540	166	21047

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

- ◆ OPAC
 - No
- ◆ Electronic Resource Management package for e-journals
 - NO
- ◆ Federated searching tools to search articles in multiple databases
 - YES, through N-LIST
- ◆ Library website
 - Library link is specially set in college web site
- ◆ In house/remote access to e-publications
 - Yes, syllabus planner Guide with web reference is designed by individual faculty.
 - Individual user id and password of N-list are availed to faculties and students
- ◆ Library automation
 - YES, using SOUL
- ◆ Total number of computer for public access
 - 130
- ◆ Total numbers of printers for public access
 - 1
- ◆ Internet bandwidth/speed
 - 100 mbps
- ◆ Institutional repository
 - No
- ◆ Content management system for e-learning
 - Through InflibNet N-LIST programmed.
- ◆ Participation in resource sharing networks/consortia (Like inflibnet)
 - Yes, with INFLIBNET

4.2.5 Provide details on the following items:

- | | |
|---|-----------|
| ◆ Average number of walk-ins | 450 /Day |
| ◆ Average number of books issued/returned | 400 /Week |
| ◆ Ratio of library books to student enrolled books/Student | 10 |
| ◆ Average number of books added during last three year | 1600 |
| ◆ Average number of login to OPAC | 0 |
| ◆ Average number of login to e-resources | 130 |
| ◆ Average number of e-resource downloaded/printed | 100 |
| ◆ Number of information literacy training organized <ul style="list-style-type: none">➤ 3 day programme for faculty members.➤ 1 day programme for students on general library per semester➤ 1 day programme for students on E-library | |
| ◆ Details of “weeding out” of books and other materials | 8000+ |

4.2.6 Give details of the specialized service provided by the library:

◆ Manuscripts	No
◆ Reference	Yes
◆ Reprography	No
◆ ILL (Inter Library Loan Service)	Yes
◆ Information deployment and notification	Yes
◆ Download	Yes
◆ Printing	Yes
◆ Reading List/Bibliography compilation	Yes
◆ In-house/remote access to e-resources	Yes
◆ User Orientation and awareness	Yes
◆ Group workshop conducted for awareness	Yes
◆ Assistance in searching Databases	Yes
◆ INFLIBNET /IUC facilities	Yes

4.2.7 Enumerate on the support provide by the library staff to the students and teachers of the college.

Library staff provides following kind of support to students and staff;

- ◆ Arrange orientation programme for the optimum usage of e-library
- ◆ For searching and issuing books/journals etc.
- ◆ Suggest proper reference book for specified topic
- ◆ Library staff remains available and accessible in every segment of e-library

4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give Details.

Library staff treats visually/physically challenged persons specially and undertakes every care to make their library transactions easier and smoother.

4.2.9 Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)

Yes, library has feedback mechanism.

A special suggestion box and user register are maintained and analyzed on regular basis.

Librarian along-with library staff periodically scans the suggestions and user register. A detailed analytical report on usage of library is prepared. This report is put forward to library committee and on the basis of their review necessary actions are taken.

4.3 IT Infrastructure

4.3.1 Give details on the computing facility available (hardware and software) at the institution.

- ◆ **Number of computers with configuration (provide actual number with exact configuration of each available system)**

CONFIGURATION OF COMPUTERS

SPECIFICATION	Numbers
SERVER-NT (XEON PROCESSOR), 4GB DDR2 RAM, 500GB SATA HARDDISK	6
SERVER-LINUX(P-IV), 1GB DDR2 RAM, 500GB SATA HARDDISK	1
MULTIMEDIA PC WITH Data Projector, 1GB DDR2 RAM, 250GB HAD DISK	7
NODE (CORE 2 DUO), 2GB DDR2 RAM, 250GB HARD DISK	210
NODE (INTEL i3), 2GB DDR2 RAM, 250GB HARD DISK	130
INTEL DUALCORE	90
NODE (P-IV)	37
HP LASER PRINTER	4
DOTMATRIX PRINTER	5
HUB – SWITCHES	18
UPS	10
LINE CONDITIONERS	5
AC	24
BROADBAND	21
WIRELESS NETWORK	1
Web camera	60

- ◆ **Computer-student ratio** 1:1
- ◆ **Standalone facility**
 - 7 Multimedia Rooms
 - 25 laptops for GIA teaching staff
- ◆ **LAN facility** **Yes**
 - 5 Computer labs with 60 nodes each having broadband internet connectivity
 - 1 e-library with 130 nodes and Wi-Fi facility
 - 1 Digital English Language Laboratory with 25 computers
 - 2 administrative office LAN
- ◆ **Licensed Software** **Yes**

- Tailor Made Student Management System
 - Tailor Made Online Faculty Evaluation System
 - Net Protector Anti Virus
 - Quick Heal Anti Virus
 - Self Developed Online MCQ Exam System
- ◆ Number of nodes/computers with internet facility.
- Almost all computers are internet enabled
- ◆ **Any Other**
- To avoid noise pollution in lower lobby of the main building designed 4 sound proof multimedia rooms with AC

4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

- ◆ **On Campus facility for staff and students**
- Five Computer labs with 60 nodes having broadband internet connectivity
 - e-library with 130 computers and Wi-Fi facility
 - 1 Digital English Language Laboratory with 25 computers
 - Multimedia Rooms
- ◆ **Off Campus facility**
- 25 laptops for GIA teaching staff

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

- ◆ To meet con-current educational trends, institution plans to add more computers and other IT add-ons every year
- ◆ To develop IT infrastructure with the up-to-date configuration so that the period of obsolescence can be maximized
- ◆ Institution has a lenient funding strategy for deployment and up-gradation of IT infrastructure and associated facilities.
- ◆ For continuous development of students in the field of IT, institution has strategy to provide them more and free accessibility to the IT resources.
- ◆ The institution plans to extend Wi-Fi network campus wide.

4.3.4 Provide details on the provision made in the annual budget for procurement, up-gradation, deployment and maintenance of the

computers and their accessories in the institution (Year wise last four years)

Year	Budgeted	Actual
2008-09	1207100	1047470
2009-10	656768	1523835
2010-11	110122	51010
2011-12	1349710	1197879

4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aid teaching/learning materials by its staff and students?

- ◆ Rooms are specially prepared and allocated for multimedia presentation.
- ◆ Open access to all IT labs and e-library resources for faculties
- ◆ Course CD to students including full curriculum by university with additional web references to the students prepared by concerned faculties
- ◆ Class wise special time allocation to access the e-resources for students
- ◆ Expert lecturers delivered through BISAG are scheduled regularly and setup is made available in library
- ◆ To optimally utilize computer labs, the students of various programmes are divided in batches and scheduled in morning and evening shifts
- ◆ Center sound system for music, prayer and general announcements
- ◆ Institution has availed individual user id and password for the students and faculties to access e-resources through N-list under INFLIBNET

It is pride taking matter for the institution that it has been ranked among top ten institutions nation-wide in the year 2012-13 by INFLIBNET for utilization of N-list resources

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to online teaching – learning resources, independent learning, ICT enabled classroom/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

- ◆ Technical faculties are remained present in every lab for guiding the students.

- ◆ Students are facilitated with internet access as well as Wi-Fi at the e-library
- ◆ Specially, technical assistants at e-library in each segment are recruited for observing, guiding and controlling students' activities.
- ◆ Students are always given priority in utilization of every resource.
- ◆ Teachers usually prepare presentation on curriculum topics which are made available to students.

4.3.7 Does the institution avail of the National knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

Yes, institute is affiliated with following connectivity and has availed services as under;

- ◆ KCG
 - Capacity Building Programme for faculties
 - Orientation Programme for research activity
 - Integrated Student development programmes under the title “Saptdhara” and “Udishha”
- ◆ BISAG
 - Expert Lectures
 - INFLIBNET
 - E-contents from renowned universities like Cambridge, Oxford etc.

4.4 Maintenance of Campus Facilities

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

- a. **Building**
- b. **Furniture**
- c. **Equipment**
- d. **Computers**
- e. **Vehicles**
- f. **Any other**

- ◆ **To ensure optimal allocation and utilization of available financial resources,**
 - Management conducts Pre-budget meeting twice
 - Tentative budget is prepared considering the previous budget and actual financial statements
 - Management keeps lenient financial strategy focusing mainly on students' development and IT infrastructure at the time of budget allocation

Budget 2008-2012

	2008-09	2009-10	2010-11	2011-12
Building	25000	0	15770000	10500000
Furniture	81150	382980	642200	13680
Equipment's	400000	180000	10000	4000000
Computers	700000	560000	0	1300000
Books	25000	260000	158250	222230

Actual Expense 2008-2012

	2008-09	2009-10	2010-11	2011-12
Building	20751	11388	8135599	9774458
Furniture	233299	197119	602903	717006
Equipment's	529830	202750	11559	3646490
Computers	733150	1489500	41700	1154650
Books	251413	184811	187342	216287

4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

- ◆ For building infrastructure, the institute has tie-up with architect who directs and suggests the upkeep and maintenance
- ◆ For IT infrastructure, specified IT faculties have been assigned various maintenance tasks on regular basis. If required, suppliers and expert technicians are contacted
- ◆ For in-house routine maintenance and upkeep, institution has contracts with following;
 - For Cleaning
 - For electrical faults
 - For plumbing and sanitation
 - For Furniture
- ◆ For constant watch and security of entire campus, special security staff is appointed

4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/instruments?

- ◆ Equipment/instruments with updated configuration are purchased so that the period of obsolescence can be maximized.
- ◆ College Development Committee regularly meets and analyzes the requirement of calibration. Precision and up-gradation measures are undertaken bi-annually.

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

- ◆ For voltage fluctuations; we have power backup system in different segments.
- ◆ For regular water supply, institution has 7 water connections from municipality.
- ◆ In addition to above, institution has three deep well facilities.
- ◆ College has fire distinguishers.

Criterion V - Student Support and Progression:[100 Marks]

The highlights of this criterion are the efforts of an institution to provide necessary assistance to students, to acquire meaningful experiences for learning at the campus and to facilitate their holistic development and progression. It also looks into student performance and alumni profiles and the progression of students to higher education and gainful employment. The focus of this criterion is captured in the following Key Aspects:

5.1 Student Mentoring and Support	[50 Marks]
5.2 Student Progression	[30 Marks]
5.3 Student Participation and Activities	[20 Marks]

5.1 Student Mentoring and Support

5.1.1 Does the institution publish its updated prospectus/handbook manually? If yes, what is the information provided to student through this document and how does the institution ensure its commitment and accountability?

Yes, the institution publishes updated prospectus/handbook annually. Following are the major information included in it.

- ◆ College history
- ◆ Goals, Objectives, Mission and Vision
- ◆ College staff details
- ◆ Courses offered with admission criteria
- ◆ Course wise detailed Syllabus
- ◆ Fees structure
- ◆ Student intake capacity
- ◆ Previous three years' Result
- ◆ Achievements in sports and other co-curricular activities
- ◆ NSS
- ◆ Cultural campus activities with photographs
- ◆ Details of Library and E-library resources
- ◆ Infrastructural amenities
- ◆ Scholarship Scheme and prize details

5.1.2 Specify the type, number and amount of institutional scholarship / freeships given to the student during last four years and weather the financial aid was available and disbursed on time?

Yes, financial aid has been disbursed on time and its details are as under;

Type	2008		2009		2010		2011		2012	
	No	Amount	No	Amount	No	Amount	No	Amount	No	Amount
SC	73	235390	68	260842	87	208700	102	260842	292	402710
ST	2	4420	2	5640	3	7695	2	5640	8	49520
OBC	307	421522	288	37211	302	431046	290	372110	127	452036
PH	8	21000	7	18000	8	20500	8	20000	7	15500
Other (EBC)	122	12240	122	12240	92	90600	120	120000	70	92400
Saraswati Vandna	==	==	==	==	==	==	16	29700	10	29600

5.1.3 What percentage of students receives financial assistance from the state government, central government and other national agencies?

Particulars	Total Number of students	Students receiving financial assistance	Percentage
Tuition fee for all Girls of GIA courses	790	790	100
SF students	1491	119	7.98
Other GIA students	572	308	53.85
Total	2853	1217	42.66

5.1.4 What are the specific support services/facilities available for

- ◆ Students from SC/ST, OBC and economically weaker sections
- ◆ Students with physical disabilities
- ◆ Overseas students
- ◆ Students to participate in various competitions/National and International
- ◆ Medical assistance to students: health centre, health insurance etc.
- ◆ Organizing coaching classes for competitive exams
- ◆ Skill development (spoken English, computer literacy, etc.,)
- ◆ Support for “slow learners”
- ◆ Exposures of students to other institution of higher learning/ corporate/business house etc.
- ◆ Publication of student magazines

- ◆ Student from SC/ST, OBC and economically weaker section.
 - Scholarships and freeships to SC/ST, OBC and economically weaker sections

- ◆ Student with physical disabilities.
 - Scholarships

- ◆ Overseas student:
 - The institution doesn't have overseas student.

◆ **Students to participate in various competitions/National and International**

- TA / DA
- Registration fees
- Cash Prizes
- Awards and mementoes
- Blazers to sports performers

◆ **Medical assistant to the student, health center, health insurance etc.**

- Health center
- First aid facility
- Personal accident insurance

◆ **Organizing coaching classes for competitive exams.**

- MOU with Professional Coaching institute for in-house competitive exams coaching at discounted rate

◆ **Skill Development (spoken English, Computer literacy etc.)**

- DELL for communicative English language
- SCOPE for proficiency in English language
- National level CCC course affiliated to DOEACC for computer literacy and certification
- Various value added programmes under CEP

◆ **Support for slow learners**

- Extra lectures

◆ **Exposures of student to other institutions of higher learning/corporate/business house etc**

- Industrial Visit
- Campus Visit
- Seminars by SEBI, corporate bodies and NGOs

◆ **Publication of student magazine**

- Special students' publishing board in library

5.1.5 Describe the efforts made by the institutions to facilitated entrepreneur skill, among the student and then impact of efforts.

Institution offers professional courses like BBA and B.Com. through which students are imparted entrepreneurial skills and special focus is given to their incorporation in local dyeing and printing industry. Subjects taught like Marketing, Finance, HRM, SSP, Accounting, Auditing, Taxation, Company law, Entrepreneurship Development etc prepares students professionally so that they could fit in their existing enterprises or to incept new unit.

Additionally, for guidance and motivation to students, institution arranges workshops and informative lectures on regular basis such as;

- ◆ Every year an EDI workshop by “Rajkot Jilla Sahakari Sangh” for seven days

5.1.6 Enumerate the policy and strategy of the institutions which promote participation of student in extracurricular and co-curricular activities such as sports, games, quiz competitions, debate, discussions, cultural activities etc.

- ◆ Additional academic support. Flexibility in examination.
- ◆ Special dietary requirements sports uniform and materials
- ◆ Any other.

Institution has a policy of providing comprehensive education including extra and co-curricular with conventional teaching. For this, institution follows a well planned strategy.

- ◆ CDC plans and prepares institution’s academic calendar in accordance with university’s academic and sports calendar so that there remains least possibility of clash in regular teaching, examination schedule and extra/co-curricular activities.
- ◆ Institution has a special promotion strategy for extra/co-curricular activities;
 - Maximum publication and reach to students by general announcement system and notices on boards at various places
 - In special cases, principal and coordinating team take visit to each class and motivate students with a brief speech
 - Faculties with specialized skill are assigned specific activities as event coordinators and they guide students and prepare them. They also encourage students for maximum participation.

- ◆ Institution appraises participants and winners in a huge annual function in presence of well known dignitaries
 - Certificate to all participants
 - Cash prizes to winners and outstanding performers
 - Blazers and trophies to sports performers and university rankers
- ◆ Institution has a special policy of waiving 100% fees of the students who have represented their institution at state or national level in sports.
- ◆ In case of participating students in inter university, state or a national level competition, institution provides flexibility in conduction of internal exams and seminars.
- ◆ Sports students are provided with sports costumes and diets.
- ◆ TA and DA are provided to participating students in all extra and co-curricular activities.

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR-NET,UGC-NET,SLET,ATE/CAT/GRE/TOFEL/GMAT/Central/State Services, Defense, Civil Servies, etc.

Support and Guidance for preparation of competitive exams:

- ◆ Career Corner
- ◆ Magazines and books available in the library
- ◆ They are also suggested to get on-line support from E-library
- ◆ MOU with Professional Coaching institute for in-house competitive exams coaching at discounted rate
- ◆ Advertisements of recruitments and entrance/competitive exams are effectively communicated through special notice boards.
- ◆ Faculties assist the students in completing the procedure and preparation in the most informal way besides all mentioned formal facilities.
 - A number of students passed competitive exams like Staff Selection, Civil Services, IBPS, LIC etc., however the institution does not have a systemized way to maintain such records.

5.1.8 What type of counselling services are made available to the students (academic, personal, career, psycho-social etc.)

Institution provides counseling services for followings;

◆ **Women counseling**

- Lectures and expert talk on Female Feticide, Married Life, gynecology etc.

◆ **Career counseling**

- Guidance on various competitive exams and better career options

◆ **Academic counseling**

- Guidance for selection of programs and coaching for entrance exams

◆ **Psycho-social counseling**

- Mental Health awareness by psychology department

5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If ‘yes’, detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interview by different employees (list the employers and the programmes).

Yes, the institution offers career guidance to students in a systemized manner (details mentioned 5.1.7)

Nevertheless, institution still has to be more structured and well systemized in provided placement services to the students and necessary steps are being undertaken for the same.

5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the grievance reported and redressed during the last four years.

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Yes, the institution has grievance redressal cell, the followings are the data for grievance since 2009.

Year	Student detail	Nature of grievance	Redressed detail
2009	Women Counselling Cell	Objection against keeping the main gate of the college closed during teaching hours	It has been resolved by convincing them in the interest of college atmosphere and maintenance of discipline
2009	Students participating in Youth Festival	Demand for supporting persons and equipment for various cultural events	Provided as per demand
2009	Computer students	Less number of practical lectures due to insufficient computers	New lab established with additional 180 computers
2010	Students participating in Youth Festival	Denial of participation in youth festival hosted by the institution	Granted
2010	College students and staff	Worse condition of library building structure and underlying risk	> repairing of the library building > inception of the new library building

5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?

No such case of sexual harassment has ever been witnessed by the institutions till this date. Reason behind this is well-organized disciplinary standards and system.

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

Institution has been catering in semi-urban area where such instances are not found at all hence there is no anti-ragging committee.

5.1.13 Enumerate the welfare schemes made available to students by the institution.

College avails following welfare schemes to students;

- ◆ “SARASWATI VANDANA” SCHOLARSHIP SCHEME
 - Top ten students of HSC examinations (Schools of Jetpur Taluka) are given scholarships from 50% to 100%
- ◆ Institution gives facility to weaker section students in the form of fees payment in installments at their convenient time.
- ◆ Institution waives 100% fees of the students who have represented at state or national level in sports.

5.1.14 Does the institution have a registered alumni association? If ‘yes’. What are its activities and major contributions for institutional, academic and infrastructure development?

No. the institution does not have registered alumni association.

5.2 Student Progression

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlights the trends observed.

Student progression in %	2009-10	2010-11	2011-12	2012-13
UG to PG	58	58	60	62
PG to M.Phil.	4	6	4	5
PG to Ph.D.	1	2	2	1.5
Employed Campus selection	0	0	2	5
Other than campus recruitment (<i>Based on available details</i>)	21	22	25	35

5.2.2 Provide details of the programmed wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programmed-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

Course	2008-09		2009-10		2010-11		2011-12		2012-13	
	GKCK	SPKM	GKCK	SPKM	GKCK	SPKM	GKCK	SPKM	GKCK	SPKM
B.Com	91	85	79	90	87	95	91	92	75	98
B.A	97	95	97	98	95	98	98	98	93	100
B.B.A.	85	96	85	92	83	90	96	90	89	92
B.C.A.	99	98	100	91	98	85	98	85	90	90
PGDCA	100	85	70	87	81	80	87	80	72	85
M.Com.	95	**	80	**	84	**	97	**	97	**
M.A.	96	**	96	**	98	**	85	**	100	**
MSc IT & CA	NA	**	88	**	99	**	100	**	96	**

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

- ◆ Towards higher education
 - Institute provides five PG programmes in support of eight UG programmes
 - Special guidance lectures to final year students for appearing in entrance exams
- ◆ Towards employment
 - Career Corner
 - Guidance and library support for Competitive exams
 - Workshop/program for cultivating entrepreneurship
 - Udishha Club activity
 - The institution arranged the seminar for job placement on 9th july, 2012
 - The committee members provide the guidance to the students
 - 50 students have been called for placement by two major industries named: Rajani Tea and Jayshree Dying & Printing.
 - Departments of M.Sc.(IT&CA) and BBA have jointly organized the “SAP AWARENESS” seminar on 25th August,2012. This seminar provides the information about SAP (System Application and Products in Data) and job opportunities in SAP.

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

This is a proud for the institution that the average result is above 90% and even dropout ratio is low, however the following steps are usually taken,

- ◆ Counseling with a student and his/her guardian
- ◆ Motivate the students to join skill development courses like SCOPE, DELL, CCC, CEP etc.

5.3 Student Participation and Activities [20 Marks]

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

A number of students have taken part in various activities are listed as under:

Sr #	Date	Event arranged	Participation
1	28-Jun-12	empower project seminar	85
2	04-Jul-12	Chess	65
3	15-Jul-12	Essay Competition	45
4	18-Jul-12	Elocution Competition	38
5	20-Jul-12	Poster presentation	75
6	22-Jul-12	Mono acting	19
7	24-Jul-12	Rangoli Competition	46
8	27-Jul-12	General Knoledge Quiz	350
9	28-Jul-12	Table Tennis (Girls)	34
10	30-Jul-12	Table Tennis (Boys)	48
11	04-Aug-12	Elocution	54
12	18-Aug-12	Kabbadi (Boys)	24
13	18-Aug-12	Rakhadi	45
14	22-Aug-12	Kabbadi (Girls)	30
15	24-Aug-12	Bedmintone (Girls)	25
16	25-Aug-12	Bedmintone (Boys)	35
17	31-Aug-12	Poster Presentation	111
18	03-Sep-12	Volyball (Girls)	18
19	05-Sep-12	Vollyball (Boys)	24
20	05-Sep-12	Teacher day celebration	All
21	13-Sep-12	Judo (Girls)	30
22	14-Sep-12	Judo (Boys)	48
23	15-Sep-12	Rass Graba	62
24	15-Sep-12	Infinity -2012 @ Vidyasagar College, Jamnagar	5
25	18-Sep-12	Wristling (Girls)	26

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Sr #	Date	Event arranged	Participation
26	19-Sep-12	Wristling (Boys)	45
27	01-Oct-12	Kho Kho (Girls)	20
28	02-Oct-12	Kho Kho (Boys)	24
29	03-Oct-12	Athletics (Girls)	80
30	04-Oct-12	Athletics (Boys)	70
31	20-Oct-12	General Knowledge Exam by Vikas Vartul Trust, Bhavnagar	225
32	25-Oct-12	Environment Exam	109
33	13-Nov-12	Classical song	18
34	14-Nov-12	Bhajan	15
35	15-Nov-12	Lok Geet	13
36	16-Nov-12	Duha Chhand	10
37	10-Dec-12	SUCEAT Exam	510
38	17-Dec-12	Colage	16
39	18-Dec-12	Best from west	24
40	19-Dec-12	Drawing	43
41	23-Dec-12	Hast kala Hobby	20
42	24-Dec-12	Poster making	90
43	25-Dec-12	Cartooning	30
44	12-Jan-13	Swami Vivekanand relly	50
45	03-Feb-13	Cleanniness drive	120
46	11-Feb-13	Management & IT Utsav @ SPKM College, JETPUR	11
47	23-Feb-13	IT RAGE-2013 @ G.K. & C.K. Bosamia College, Jetpur	300+
48	24-Feb-13	Prize distribution function	All
49	02-Mar-13	TECH-GURU @ SSSDSIIT, Junagadh	30
50	05-Mar-13	CASTLE MANIA-2013 @ M & N Virani Science College, Rajkot	12

Additionally out station participation of students in following events

- ◆ Mountaineering, Gir Tracking 46 students
- ◆ Himalaya Tracking 25 “
- ◆ Sarhad Oudkho (Katch) 56 “
- ◆ Programming competition 146 “

5.3.2 Furnish the details of major student achievements in co-curricular, extracurricular and cultural activities at different levels. University/State/Zonal/National/International etc. for the previous four years.

Achievements in Various Activities					
No	Activity	2008-09	2009-10	2010-11	2011-12
1	Handi Craft	Thummar Anjana Uni First			
2	Cartooning		Purohit Hemal Uni Third	Parmar Rahul Uni Third	
3	Duha-Chhand		Lagdhir Hemal Uni Third		
4	Elocution			Tanwani Jalpa Uni Firstst	
5	Padya purti			Solanki Dinesh Uni Third	
6	Gazal / Shayri			Joshi Nirali Uni Third	
7	Quiz			Padhiyar Mayuri, Radadiya Bhavin, Uni First	Chavda Paresb Uni First
8	Clay Modeling		Hun Haresh Uni Second	Thummar Anjana Uni Second	Hun Haresh Uni First
9	Poster Making			Purohit Hemal Uni Third	
10	Bhajan				Mesvania Sagar Uni First
11	Table Tennis	Dobaria Neha Uni First	Vora Kashmira Uni First	Vora Hiral Uni First	

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No	Activity	2008-09	2009-10	2010-11	2011-12
12	Bedminton				Jogi Ekta Uni Forth
13	Judo	Vegad Bhavin Uni First	Dobaria Dhara Uni First	Kyada Vasant Uni First	Chank Paresh Uni Second
14	Judo	Kesvada Sandip Uni Third	Kyada Vasant Uni First	Dabhi Manisha Uni Third	Sakariya Ravi Uni Third
15	Judo	Jani Bhargav Uni Third		Movaliya Vishal Uni Third	Bhadani Sagar Uni Third
16	Judo	Rajdev Doli Uni Second			Yadav Jitu Uni Third
17	Judo	Vaghasiya Asha Uni Third			Mehta Vivek Uni Third
18	Judo				Dobaria Nirali Uni Third
19	Judo				Dabhi Manisha Uni Third
20	Judo				Dobariya Hetal Uni Third
21	Wresling	Khunt Chirag Uni Third	Rokad Bhavin Uni First	Gajera Rinkal Uni First	Joshi Mayur Uni Third
22	Wresling	Rokad Bhavin Uni Third	Vala Ajay Uni Third	Dobariya Hetal Uni Second	Yadav Jitu Uni Second
23	Wresling		Bhuva Santosh Uni Third	Dabhi Manisha Uni Second	Vaghasiya Vivek Uni Third
24	Wresling		Shilu Nirav Uni Third	Dobaria Liza Uni Third	Dobaria Liza Uni Third
25	Wresling			Luni Sagar Uni Second	Pathan Rahiskhan Uni Third
26	Wresling			Pathan Rahiskhan Uni Second	Dobariya Nirali Uni Second
27	Wresling			Vaghasiya Vivek Uni Third	Joshi Sapna Uni Third
28	Wresling				Dabhi Manisha Uni Second

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No	Activity	2008-09	2009-10	2010-11	2011-12
29	Wresling				Dobariya Hetal Uni Second
30	Wresling				Chauhan Rinkuba Uni Third
31	Wresling				Gajera Rinkal Uni Second
32	Wresling				Gajipara Poonam Uni Third
33	Wresling				Bosamia Mansi Uni Thitr d
34	Kho Kho			Vekariya Kaushik Uni First	

Additionally following Students are selected and play Inter University Sports events

No	Year	Name	Participation
1	2010	Vora Hiral	Table temmis
2	2010	Kyada Vasant	Judo (Girls)
3	2010	Vekariya Kaushik	Kho Kho
4	2011	Vaghasiya Vivek	Judo (Boys)
5	2011	Movaliya Vishal	Judo(Boys)
6	2011	Vora Hiral	Table tennis

5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

No formal feedbacks from students and employers are taken.

During aluminizes and parents-teachers meets, we seek feedback from them. Suitable suggestions are implemented for the betterment of the institution.

5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publication/materials brought out by the students during the previous four academic sessions.

The institution doesn't publish material like catalogues, wall magazines, college magazine and other material.

5.3.5 Does the college have a student council or any similar body? Give details on its selection, constitution, activities and funding.

No

5.3.6 Give details of various academic and administrative bodies that student representative on them.

5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the institution.

- ◆ Arrange the annual general meetings of the committee members
- ◆ Invite the alumni in the various college activities/functions
- ◆ Give a platform to students for interaction
- ◆ Invited for their expertise knowledge
- ◆ Asked suggestions for better academic and extension activity

Any other relevant information regarding student support and progression which the college would like to include.

- ◆ **Host for University youth festival**
 - 1000+ participants
- ◆ **31 University Rankers**

University Rankers					
Sr #	Year	Name	Program	%	Rank
1	2008-09	Butani Reena	SYBA	69.9	3
2	2008-09	Ganatra Dharti	SYBCom	76	7
3	2009-10	Rathod Ridhhi	BCA -1	72.8	10
4	2009-10	Tarpara Ankita	BCA-1	73.2	8
5	2009-10	Makwana Maduri	FYBA	69.13	3
6	2009-10	Kakwani Gayatri	FYBA	69	4
7	2009-10	Thesiya Chandni	FYBA	68.75	5
8	2009-10	Gedia Nimisha	FYBA	67.5	10
9	2009-10	Padariya Nirupa	MA-2	70	2
10	2009-10	Bhakjar Hetal	MA-2	68.8	3
11	2009-10	Vekariya Trusha	MA-2	68.3	5
12	2009-10	Doshi Nandita	MSc IT & CA-2	81.33	8

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Sr #	Year	Name	Program	%	Rank
13	2009-10	Purohit Kruti	MSc IT & CA-2	86.3	9
14	2009-10	Joshi Anjali	MSc IT & CA-4	81.68	6
15	2009-10	Solanki Monika	MSc IT & CA-4	81.33	8
16	2009-10	Jogi Dipali	MSc IT&CA-1	83.71	2
17	2009-10	Solanki Monika	MSc IT&CA-3	85.83	1
18	2009-10	Joshi Anjali	MSc IT&CA-3	85	2
19	2009-10	Parmar Arpita	MSc IT&CA-3	84.17	3
20	2009-10	Undhad Mital	TYBA	72.43	2
21	2009-10	Patodia Geeta	TYBA	72	5
22	2009-10	Thumar Anjana	TYBA	71.86	6
23	2010-11	Thummar Reena	MA-2	67.3	2
24	2010-11	Thummar Nikita	MSc IT&CA-2	88.4	1
25	2010-11	Aghera Parag	MSc IT&CA-2	83.4	10
26	2010-11	Butani Shradhha	TYBA	71.42	3
27	2011-12	Aghera Parag	MSc IT&CA-3	85.8	1
28	2011-12	Thummar Nikita	MSc IT&CA-3	84.6	2
29	2011-12	Jajal Komal	MSc IT&CA-3	81.4	10
30	2011-12	Thummar Nikita	MSc IT&CA-4	87.11	1
31	2011-12	Thesiya Chandni	TYBA	72.57	9

Criterion VI: Governance, Leadership and Mangement

This criterion helps gather data on the policies and practices of an institution in the matter of planning human resources, recruitment, training, performance appraisal, financial management and the overall role of leadership in institution building. The focus of this criterion is on the following Key Aspects:

6.1 Institutional Vision and Leadership	[10 Marks]
6.2 Strategy Development and Deployment	[10 Marks]
6.3 Faculty Empowerment Strategies	[30 Marks]
6.4 Financial Management and Resource Mobilization	[20 Marks]
6.5 Internal Quality Assurance System (IQAS)	[30 Marks]

6.1 Institutional vision and leadership

6.1.1 State the vision and mission statement of the institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future etc.?

Vision

“To cater the society with value based and qualitative higher education keeping in track with contemporary trends and make learning openly accessible for and up to the end users irrespective of caste, color or creed.”

Mission

- ◆ To commence and run degree and diploma courses
- ◆ To appoint qualified faculties
- ◆ To provide education with latest equipment
- ◆ Creating social awareness towards environment
- ◆ Developing integrated personality of students commencing and running Sports, NSS & co and extra-curricular activities
- ◆ To create opportunities for employability
- ◆ To emphasize specially on self-reliance of women through higher education

Mission statement of the institution rightly reflects its action in present scenario and its vision towards the future. To attain and retain the quality in teaching-learning process with right blend of value based education is the core need of today's society. Making students not only employable but also a citizen of self-esteem and morally sound is one of the *mantras*. Number and varieties of degree/diploma courses, number of qualified and experienced faculties, state of the art infrastructure and amenities etc. can be justified as the qualitative measures being undertaken by the institution. The result of such qualitative measures can be noticed through the various extra and co-curricular activities, university rankers and outstanding performers, employment opportunities and most importantly number of girls graduated from the institution.

6.1.2 What is the role of top management, principal and faculty in design and implementation of its quality policy and plans?

The institution follows below mentioned mechanism for designing and implementation of its quality policy and plans;

- ◆ Experienced and expert faculties and department heads work as member of IQAC and CDC. At the end of each academic year, college management with Principal, IQAC members and CDC members, sit together to design quality policy and plans for the next academic year.
- ◆ CDC and IQAC members put-forth suggestions and recommendations to the top management and principal for their due consideration. i.e. organizing seminars, special functions/programs, admission matters, examination reforms, infrastructural requirements etc.
- ◆ Top management, in their meeting, discuss the feasibility of suggestions given as above and ask for making special provisions in budget for the necessary plan implementation. Principal ensures that all provisions of the University bye-laws, the statutes and the regulations are observed.
- ◆ Principal along-with IQAC and CDC members, justifies the organized implementation of the sanctioned plans. They also work as supervisory bodies to look for the effective and qualitative execution of plans.
- ◆ Faculty members as a part of various committees, executes various plans according to the policy decided by the management and give their feedback to the principal.

6.1.3 What is the involvement of the leadership in ensuring?

- ◆ The policy statements and action plans for fulfillment of the stated mission
- ◆ Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan
- ◆ Interaction with stakeholders
- ◆ proper support for policy and planning through need analysis research input and consultations with the stakeholders
- ◆ reinforcing the culture of excellence
- ◆ champion organizational change

The leadership ensures its complete involvement in achieving the stated mission through the action plans by designing quality policy every year. The organized mechanism to follow the path towards the fulfillment of objectives has been already stated in 6.1.2.

The institution annually organizes parents' meeting and alumni's meeting in presence of entire staff and students. Moreover, parents are also invited in major events and prize distribution ceremony. During these occasions, their feedback is recorded and considered at the time of planning and designing quality policy.

The participatory role of the management encourages and sustains the involvement of the college staff, which is necessary for the efficient and effective running of the college.

6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

- ◆ The principal and CDC conduct meetings to finalize the academic calendar including internal exams, their result, various extra and co-curricular activities, major events like seminar, workshop, conference and competitions, NSS activities, parents' meeting, alumni' meeting, prize distribution function, vacation periods etc.
- ◆ Above mentioned detailed academic calendar is prepared considering the university's academic calendar and general external exam schedule.
- ◆ Various activities and tasks of academic calendar are assigned to a well-framed committee or an expert for its effective execution. Committee head coordinates the given assignment and get the tasks done through the co-workers within the stipulated time.
- ◆ CDC and committee coordinators keep constant watch on various activities and guide the committee members in effective implementation of the plans.
- ◆ After the completion of the event/activity, committee members and coordinator give their valuable suggestions and recommendations on it if any.
- ◆ The top management actively involves in major activities and play vital role in their effective conduction. More importantly, top management always appreciates the staff members involved in organizing the various activities/events.

6.1.5 Give details of the academic leadership provided to the faculty by the top management?

The top management of the college keeps in constant touch with the principal and has an amicable rapport with him.

The managing trustee meets the principal and department heads time to time and discusses the problems and issues related to college development, administration, appointment and infrastructural needs and student disciplines.

6.1.6 How does the college groom leadership at various levels?

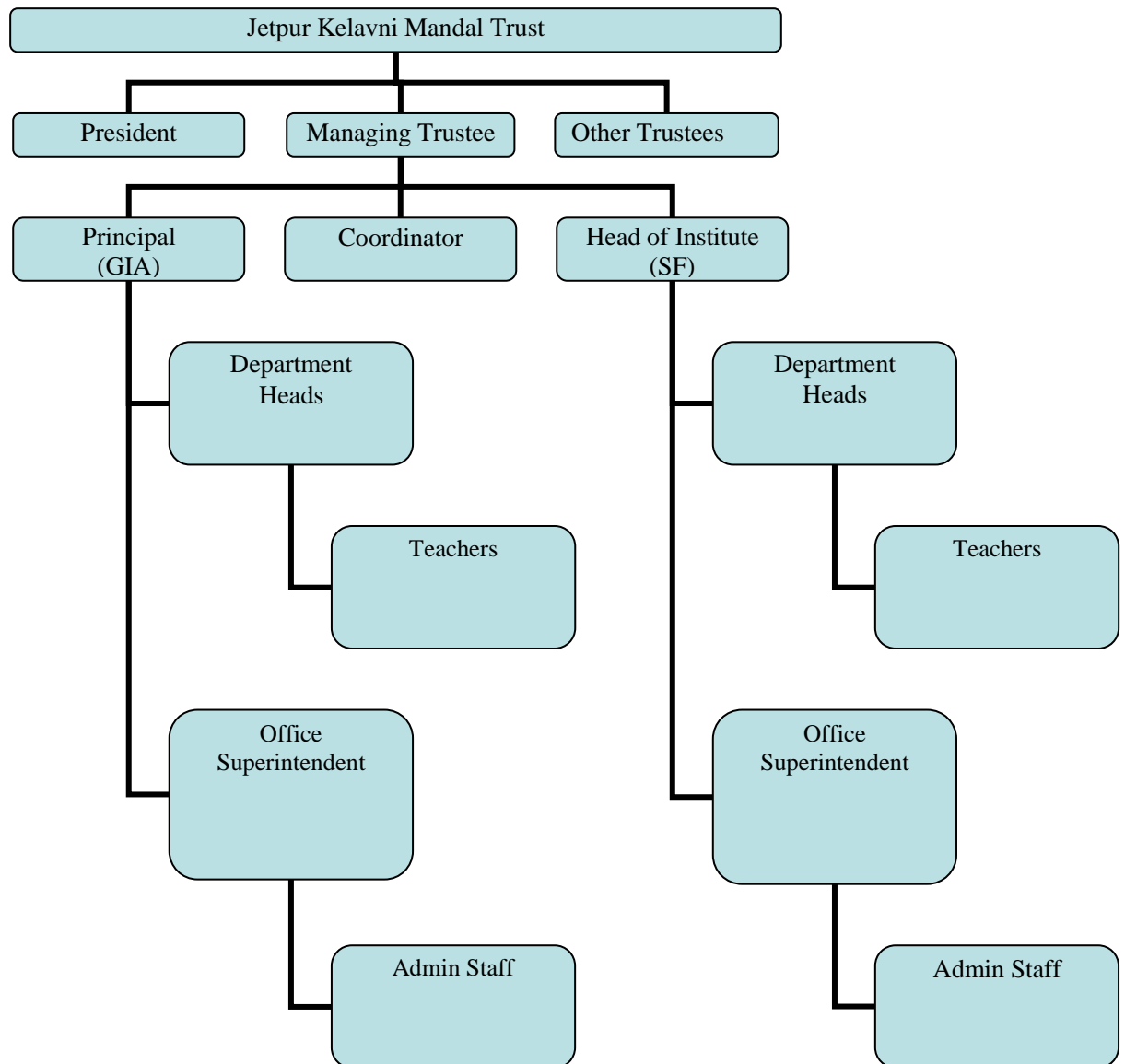
The top management has a *mantra* of providing leadership opportunities to the deserving and well performing staff member.

- ◆ Managing trustee, principal, CDC and IQAC hold monthly meeting for execution of up-coming events and assign the specific responsibilities to the committee.
- ◆ The coordinator and committee members are given free reign for conduction of assigned event/activity.
- ◆ The managing trustee also gives full financial support, time and cooperation to the committee.
- ◆ To highlight the accomplishment of committee/coordinator/committee members, top management arranges a meeting and appraises their committed role and performance.

6.1.7 How does the college delegate authority and provide operational autonomy to the departments/units of the institution and work towards decentralized governance system?

Delegation of authority and operational autonomy chart (On Next Page)

Shree G K & C K Bosamia Arts and Commerce College – JETPUR



6.2 Strategy development and deployment.

6.2.1 Does the institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

Yes, the college has formally stated quality policy. The institution takes every possible step to translate quality to its various units.

◆ Quality Policy Development

- The IQAC conducts departmental meetings at the end of each academic year for up-gradation/improvement in teaching learning process.
- The perspective plans and policies are prepared by the IQAC based on the activities proposed by various departments for the calendar year.
- These plans and policies are put-forth to CDC and top management to check its final feasibility and for approval.
- Top management, after considering key matters like budgetary provisions and legal issues, gives final sanction.

◆ Quality Policy Drive and Deployment

- The Principal conducts departmental meetings and announces/discusses the sanctioned plans and policies.
- The Principal and department heads, form specific event committees and designates responsibilities and authorities to the coordinators and committee members.
- Various committees act as per the given schedule and guidelines.

◆ Quality Policy Review

- Committee coordinators report directly to the Principal.
- The Principal discuss the reviews and feedback with IQAC and CDC.
- The management holds formal and informal dialogues with the staff, CDC, IQAC and stakeholders from time to time, to check the progress and to address the issues if any.

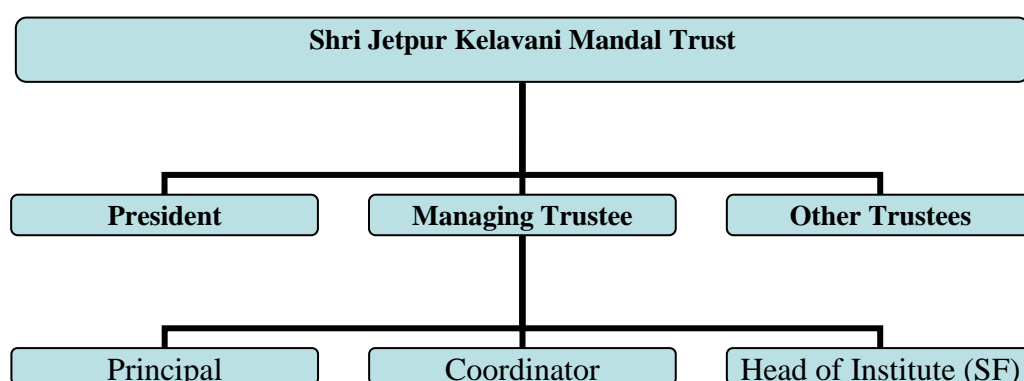
6.2.2 Does the institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

Yes, the institute has the perspective plan for continuous development. The top management prepares and follows well framed “five year plan”.

The Plan includes the dual facet development of the institution i.e. academic and infrastructural.

- ◆ **For Academic development following aspects are considered;**
 - Increase in intake of courses if any
 - Introduction of new courses
 - Arrangement of State/National/International seminars for faculties
 - Arrangement of State/National events/competitions for students
- ◆ **For Infrastructural development following aspects are considered;**
 - Up-gradation of existing infrastructure based on academic requirements
 - Rearrangement of class allocations based on students' intake
 - Erection of additional infrastructure for specific requirement (library, canteen, computer labs, auditorium etc.)

6.2.3 Describe the internal organizational structure and decision making processes.



Recommendations / suggestions by stakeholder have been collected by the principal and put forward to CDC (CDC regularly meet twice in a month), where each one is discussed in detail and reached to the final decision afterward the head of the CDC will present these matter to the top management who mostly finalize the decision and in rare case also suggest somewhat addition or omission which is implemented accordingly.

6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following.

- ◆ **Teaching & Learning**
- ◆ **Research & Development**
- ◆ **Community Engagement**
- ◆ **Human Resource Management**
- ◆ **Industry Interaction**

◆ **Teaching & Learning:**

- Admission to various courses based on student's academic records and the rules and regulations set by the affiliating university and the state governments are strictly followed
- Provision for accessing students' knowledge and skill focusing on computer literacy and language proficiency
- Students centric teaching – learning and evaluation process with the help of latest educational equipment and methodology
- Active involvement of management to assure appointment of qualitative faculties
- Advanced planning of Proxy arrangement and keeping record register
- Transparent Online Faculty evaluation through students
- Promotion to various FDP like refresher/orientation courses, workshops etc.

◆ **Research & Development**

- Provision for free internet access to staff and students
- Provision for Subscription to various e-content providers
- Provision for Subscription to various research journals
- Arrangement of seminar/workshop in various areas
- Promotion to faculties for participation in seminars/workshops/conferences
- Promotion to students for participation in various inter-college/inter-university events/seminars/competitions

◆ **Community Engagement**

- Various drives and campaigns as per government guidelines
- Various social activities through NSS
- Moral and Health awareness programs through reputed organizations

◆ **Human Resource Management**

- Provision for attractive remuneration to deserving SF faculty for keeping low employee turnover and high retention ratio
- Checking and maintaining faculty competency through Online Faculty Evaluation
- Faculty appraisal and veneration on the basis of performance
- Staff training and orientation for better utilization of technical resources

◆ **Industry Interaction:**

- To visit reputed industrial units to provide practical exposure to students

6.2.5 How does the head of the institution ensure that adequate information (from feedback and personal contact etc.) is available for the top management and the stakeholder, to review the activities of the institution?

The head of the institution and the managing trustee remains in constant interaction through e-mail and SMS. As a part of this interaction;

- ◆ Routine reports/information are forwarded to the managing trustee
- ◆ Status updates are provided regarding ongoing special assignments/events
- ◆ Progress reports are forwarded to the entire trust members in the form of CD
- ◆ Meeting circulars and other necessary intimations are forwarded to all trustees via courier
- ◆ Advertisement of achievements through college website
- ◆ Information regarding various exam dates, results, seating arrangements etc. through college website

6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

All institutional processes are conducted with unmatched integrity and commitment. The management's policy of highlighting and promoting staff members at various levels and occasions influence positively to the quality of institutional processes.

Decentralized organization structure and skill based work distribution (by way of framing committees) ultimately increases the effectiveness and efficiency.

6.2.7 Enumerate the resolutions made by the management council in the last year and the status of implementation of such resolutions.

The following resolutions are passed by management council in the year 2012-13

Sr. No.	Resolution passed	Status of implementation
1	Appointment of new trustee	Shree Bipinbhai V Bosamia appointed as new trustee
2	UGC grant utilization by 30th March 2012 (Rs. 50 lacs)	80% Grant Utilized
3	To start B.Com. in English medium	Under process
4	Appointment of regular principal	Under process
5	Distribution of laptops to SF staff	Sanctioned and Funds are being managed
6	Admission to donation sheet of MSc (IT and CA)	Donation amount kept as per previous year
7	Funds of prize distribution	Total fund allocation and per student prize amount increased
8	To provide spider glass glazing for new library building	Sanctioned and completed
9	Decision regarding name of new library	Finalized the name “Saraswati Bhavan”
10	Saraswati Vandana scholarship cheque distribution	Sanctioned and distributed
11	Appointment of new Head of institute for SF	Mr. Nitin Suba appointed
12	Inauguration of library building	Library is in operating mode but inauguration process due
13	Bonus to SF staff members	Rs. 1100 per head granted

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If ‘yes’ what are the efforts made by the institution in obtaining autonomy?

No efforts have been made by the institution for obtaining autonomy

6.2.9 How does the institution ensure that grievances/complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for prompting better stakeholder relationship?

The college has well defined grievance redress cell. There has been no major record of grievances/complaints found till this date.

6.2.10 During the last four year, had there been any instance of court cases filed by and against the institute? Provide details on the issue and decisions of the courts on these?

Yes, the final decision is pending for following court case.

Petitioner	Against	Meter	Court case type and number
Dr. R K Chocha	Management Department of Higher Education-Gujarat Saurashtra University	In the meter of ex-facie denial of permanent appointment to the petitioner on the post of Principal	Special civil application # 7307 /2012

6.2.11 Does the institution have a mechanism for analyzing student feedback on institutional performance? If ‘yes’ what was the outcome and response of the institution to such an effort?

The institution does not have student feedback on institutional performance. However, the said mechanism is in development process. (i.e. software is being developed)

6.3 Faculty Empowerment Strategies:

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non-teaching staff?

The institution carries out systematic staff oriented efforts to collaborate their professional objectives with the vision and mission of the institution. To elaborate;

- ◆ Promotion and support for FDP (orientation, refreshers, workshops and training programs)
- ◆ Motivation and incentives for research related activities (Seminar/conferences/publications)
 - Duty leave and TA/DA for participating in seminar/conferences/ and delivering special talks and expert lectures
- ◆ Providing full library amenities for qualification improvement
 - Subject wise books/magazines for NET/SET
 - Free access to internet
- ◆ Promotion to non-teaching staff on the basis of their experience, qualification and performance
 - 4 peon promoted as clerk
- ◆ Training to non-teaching staff and encouragement for certification exams
 - CCC certification
 - Computer operating system, internet and specially designed administrative softwares
 - “Empower” certification

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employee for the roles and responsibility they perform?

- ◆ On the basis of Online Faculty evaluation through students, faculties are identified who require training or retraining.
- ◆ Promoted faculties/staff members are identified for additional guidelines and motivation
- ◆ Providing awareness/guidance of orientation/refresher to newly recruited faculties
- ◆ Provision for arrangement of In-house training by expert of institution itself and/or from outside also.
- ◆ Provision for sending special personnel like librarian, department heads, admin staff for skill development
- ◆ Arrangement of workshops/seminars by the institution

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

Information System Management and its policy are transparent and have been well circulated among all staff members. Hence, coordinators of different committees collect specific information and pass the same to the responsible committee members. It is sole responsibility of coordinator to keep track of the progress of the given assignment and maintain documentation and prepare report on completion.

On the basis of report submitted by coordinator, the principal and top management pass necessary remarks and suggestions if any for making it better.

Coordinator and his team are appraised in meetings, functions and major events. Faculties are also awarded in local functions for their extra ordinary accomplishments.

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decision taken? How are they communicated to the appropriate stakeholders?

Outcome of the review of performance appraisal reports

- ◆ Transparency among staff members and with top management
- ◆ Sound Inter organizational relations
- ◆ Increase in competency level of departments and staff members

Major Decision taken

- ◆ Announce best faculty award to increase quality and competency

Above outcomes and decisions are communicated to the appropriate stakeholders via principal and committee coordinators.

6.3.5 What are the welfare schemes available for teaching and non-teaching staff? What percentage of staff have available the benefit of such schemes in the last four years.

- ◆ The institution has incorporated “BOSAMIA COLLEGE DHIRAN SAHAKARI MANDALI” for staff members. Under this cooperative association, any staff member can avail an instant loan up to ten times of his monthly salary or Rs. 300000 whichever is more at concessional interest rate.

- ◆ In last four years, financial assistance (loan) has been provided to staff as per under mentioned details;

Year	Number of beneficiaries	Amount Rs.
2008-09	13	2351000
2009-10	10	1727000
2010-11	17	2596000
2011-12	17	3785000

6.3.6 What are the measure taken by the institution for attracting and retaining eminent faculty?

- ◆ The management has a policy of offering comparatively higher pay to the deserving candidates at the time of recruitment.
- ◆ There is also a policy of constant 10% to 15% increment in salary to all staff members of SF.
- ◆ The management also offers higher pay and increment to the existing eminent faculty to retain them in organization.
- ◆ The institution also provides competent ambience for research, promotion to UGC and university programs/events/tasks, taking lead in various activities at college level, luxurious backup of E-library and FDPs etc. which become healthy reasons for retention
- ◆ Maintenance of high standards of discipline from student to management level creates peaceful and comfortable working conditions

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resource?

The financial resources of the college are managed in a very effective and well planned manner.

- ◆ Department wise comprehensive budgets are prepared after thorough discussion with the principal and department heads
- ◆ Budgets basically covers following;
 - Budgeted Income and expenditure of previous year
 - Actual Income and expenditure of previous year
 - Budgeted Income and expenditure of coming year
- ◆ On the basis of variance in budgeted and actual figures of previous year, sources and allocation of funds are identified.
- ◆ Copy of final budget is circulated to all the members of the top management, the principal, department heads and administrative head.
- ◆ Following precisions are followed while undergoing financial transactions;
 - Each and every transaction is supported by the vouchers.
 - All the collections are deposited in the bank account and all expenditure, recurring and non recurring are incurred through cheques.
 - Only duly authorized persons can operate banking transactions.
 - The annual audit is done by the chartered accountant at the end of financial year.
- ◆ Separate budgets are allocated for Capital expenditure and are monitored by specially designated person who is directly responsible to the top management.
- ◆ Separate UGC Grant accounts are maintained by designated person and he takes due measures for monitoring the use of grant amount as per UGC norms and guidelines.

✓ *In certain cases, management has provided additional funds to fulfill deficit/shortfall of UGC grants available for specified purposes.*

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

Internal Audit

Timely assessment of accounts by Senior Accountant

Appointment of retired external accountant for internal audit

External Audit

Accounts are audited by M. M. Thakkar & Co. as per govt. rules

The last audit report has been received on 8/3/2013 for the AY 2010-11 and there has not been any audit objections.

6.4.3 What are the major sources of institutional receipt/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four year and the reserve fund/corpus available with institutions, if any.

The college's major sources of funding are as follows:

- ◆ Total fees collected from the students
- ◆ Grants received from Govt. of Gujarat (Being a Grants-in-aid college)
- ◆ Grants received from UGC in various schemes.

Deficit if any, is managed by inter departmental surplus

➤ *Audited financial statements are attached separately*

6.4.4 Give details on the efforts made by the institution in securing additional funding and utilization of the same (if any)

The institution has funding sources as shown in 6.4.3 only. Other than the sources shown in 6.4.3, management has not taken any additional funding.

6.5 Internal Quality Assurance System (IQAS) [30 Marks]

6.5.1 Internal Quality Assurance Cell (IQAC)

a. Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

The institution has established the IQAC and AQAR for last five years have already been submitted. IQAC has institutionalized the entire quality assurance process under the following framework;

- ◆ Top management
- ◆ Principal
- ◆ IQAC
- ◆ CDC
- ◆ Department heads

Basically, the process has been categorized in three main facets;

1. Teaching, learning and evaluation
2. Infrastructural and technical development
3. Research, extension and professional development

b. How many decisions of the IQAC have been approved by the management/ authorities for implementation and how many of them were actually implemented?

During last five years, status of approval and implementation of IQAC decisions can be listed as under;

Year	No. of Suggestions by IQAC	Approved by Management	Actually Implemented
2007-08	05	05	05
2008-09	06	06	04
2009-10	06	06	06 + 02*
2010-11			

**Approved in previous year and not implemented*

c. Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.

Yes.

- ◆ Manganbhai Patel – Prominent Industrialist
 - He has been at the support to the institution in conducting industrial visits and field visits.
- ◆ Dr. D B Wadhvani – Eminent MD
 - Dr. Wadhvani has not only been a prolific contributor as a doctor but also an active citizen involved in multi-dimensional roles.
 - He has been providing continuous assistance in health and hygiene related programs/seminars/activities of the institution.

d. How do students and alumni contribute to the effective functioning of the IQAC?

Students and alumni are solicited in the meeting of IQAC and their suggestions are positively taken into consideration.

e. How does the IQAC communicate and engage staff from different constituents of the institution?

IQAC actively involves with CDC in framing committees for various activities.

IQAC keeps in constant communication with department heads and assures proper follow up of quality assurance process.

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.

Yes, the institution follows Quality Assurance process in the academic and administrative activities in an integrated manner.

In the composition of IQAC, persons from all segments of the institution have been incorporated.

Administrative personnel are imparted quality measures as suggested by IQAC. Some of these recommendations implemented are;

- Computerization of admin processes
- Training programs for admin personnel
- Online examination system
- Library automation
- Training to library/e-library staff

For quality assurance in Academic operations, the institution has been following a system of well-defined committees in joint consultation with the principal and the top management. These committees work under a common framework of CDC. Examples are;

- Examination committee
- Cultural activities committee
- SAPTDHARA committee
- Admission committee
- Research and development Committee
- Library advisory Committee

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If ‘yes’, give details enumerating its impact.

Yes, the training to staff has provided following impacts;

- ◆ Total automation of admin offices and their inter linkages
 - Smoother operations in quick time
 - Synchronization of various departmental affairs
- ◆ CBCS orientation
 - Effective implementation of the new system
 - Uniformity in internal evaluation policy
 - Timely admin support to the examination and other CBCS affairs
- ◆ E-Library training and orientation
 - Optimum use of E-resources through N-list
 - Computer operating and internet literacy

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If ‘yes’, how are the outcomes used to improve the institutional activities?

Yes, the institution has undergone AAA (Academic and Administrative Audit) by Knowledge Consortium of Gujarat for academic year 2012-13 on March 25, 2013.

The recommendations communicated by the AAA peer team on the day of the institution visit have been duly taken into account and put into implementation process; some of the major recommendations are as under;

- ◆ Preparation of NAAC documentation and filing
- ◆ Creating Student Welfare Fund with proper documentation backup

6.5.5 How are the internal quality assurance mechanism aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

The institution is committed towards the uplift of internal quality assurance and for this it has undergone the external quality assurance check through KCG (AAA). The IQAC aligns itself with external quality assurance agency in following ways;

- ◆ The internal quality assurance standards have been set in accordance with the external agency
- ◆ Timely submission of AQAR
- ◆ IQAC team remain present at the time of AAA visit and prepare the entire reporting for the same

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

For continuous review of teaching learning process, the institution has developed following mechanism;

◆ **Structure**

Top management > Principal > IQAC and CDC > Department Heads > Teaching / Non-teaching staff

◆ **Methodology of operations**

- Policy preparation for teaching learning process
- Active role of IQAC and CDC in policy matters
- Department heads work as executors for due implementation of policy
 - Academic calendar
 - Internal evaluation
 - Preparation of Syllabus Planner Guide (CD)
- ◆ Students' and Stakeholders' feedback system
 - Online Teachers' evaluation
 - Parents' and alumni meeting
- ◆ Students/Teachers appraisal
 - Best Student Award
 - Best Teacher Award

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

Communication to Internal stakeholders

- ◆ Staff members
 - Through notices and circulars
 - Principal and department heads meetings with staff
 - Top Management meeting with Principal, heads and staff members
 - College website
- ◆ Students
 - Notices, circulars, public announcement system, hoardings in campus
 - College Website
 - Syllabus planner guide

Communication to External stakeholders

- Pamphlets and handbills
- College website
- During college functions and gathering

Any other relevant information regarding Governance Leadership and Management which the college would like to include.

- ✓ *It is noteworthy that the top management of the institution believes in transparency and open accessibility in the governance and financial matters.*
- ✓ *Prompt actions for filling the vacant positions*
- ✓ *Most importantly, the motive of the top management is not profit oriented, and the funds are reinvested in the development of the institution only.*
- ✓ *Major decisions are not taken autonomously but in a democratic manner involving suggestions and recommendations of entire staff.*

Criterion VII - Innovations and Best Practices: [100 Marks]

This criterion focuses on the innovative efforts of an institution that help in its academic excellence. An innovative practice could be a pathway created to further the interest of the student and the institution, for internal quality assurance, inclusive practices and stakeholder relationships.

7.1 Environment Consciousness [30 Marks]

7.2 Innovations [30 Marks]

7.3 Best Practices [40 Marks]

7.1. Environment Consciousness: [30 Marks]

7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?

No, Our Institute does not conduct any kind of Green audit of our campus and facilities.

7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?

Our Institution takes the following initiative to make campus eco-friendly:

◆ Energy conservation

The infrastructure of our college is very beneficial in energy conservation. Our institution is made according to “vastu”. The rooms are ventilated and having very big doors and windows so classrooms are very windy and having full circulation of air and light. Moreover, our new buildings i.e., Omkaar Bhavan and E-library are also helpful in energy conservation. In Omkaar Bhavan we have used Dome scientifically while erecting building so no need of fans and air conditioners. Likewise, we have made full use of toughen glasses in most of the directions in our E-library which give full sunlight in all hours of the day and give E-library a decent and modern look as well.

◆ Use of renewable energy:

No. our institution does not make any use of Renewable energy.

◆ Water harvesting:

The institution does not have fully implemented water harvesting system. However, the infrastructure of our institution is such in which we make full use of rain water for watering our plants.

◆ Check dam construction:

No

◆ Efforts for carbon neutrality:

As a citizen we all should try to maintain our ecology. Infrastructure of our institution is such in which we have enough numbers of trees between each two buildings which beneficial in neutralizing the carbon and also reduces the noise pollution.

◆ **Plantation:**

Our institution is always conscious for maintaining ecology and for that we do plantation regularly. In last two years, we have planted more than 40 trees in the ground of Institution. Moreover this function is not restricted to our institution only, our students particularly NSS plant trees outside of the institutions as well for creating ecological balance.

◆ **Hazardous waste management:**

Our institution is conscious for maintaining cleanliness; The institution has enough number of sweepers to clear waste on routine basis. Dustbins are posted near classrooms, in staff rooms and at various places in the ground. Moreover, we also create awareness among students by promoting and guiding them for preparing posters on environment cleanliness. Students are provided awareness of long term negative effects of plastic as hazardous waste. We also use old one sided printed papers for satisfying our routine printout requirements. At regular intervals, plastic waste is disposed off with the help of municipality and paper waste is sold to recyclers.

◆ **E-waste management:**

We make best use of such e-waste for example, we use old hardware equipment to demonstrate to the IT students for making them aware and giving them a real picture of the gone by technology. We have also donated old equipment and computers in other needful organizations.

7.2. Innovations: [30 Marks]

◆ Innovation in teaching and learning

- Introduced M.Sc. (IT & CA) program which is of great help to local IT graduates.
- Establishment of Digital English Language Lab for improving communication skills.
- Introduced “Diploma in Yoga” course affiliated with Somnath Sanskrit University.

◆ Innovation in Student Amenities and Infrastructure

- **Construction of “Omkaar Bhavan” building**
 - Multipurpose auditorium hall
 - Accommodation capacity of over 800 students
 - 3 badminton courts and 2 table tennis courts
 - Facilities of indoor games like carom, chess etc.
 - Wrestling and Judo mat of international standards
 - Gym equipment
 - Remote controlled curtain
 - Big stage for functions and cultural programs
- **Construction of “Saraswati Bhavan” (Library Building)**
 - A very advanced concept of E-reading for students
 - Multi-section complete toughen glass building
 - Three well equipped computer sections consisting of over 130 computers for e-content access and preparation
 - Free internet facilities and Wi-Fi facilities for student and faculties
 - Use of IP based CCTV cameras
 - Collaboration of E-library with INFLIBNET which gives access to more than 70000 E-book, E-journals and E-reading through N-list
 - Ranked sixth as nationwide N-list users
 - Construction of Canteen
 - State of the art design of canteen
 - Accommodation of over 300 students at a time

◆ Innovation in Teaching, Learning and Evaluation

- “Syllabus Planner Guide CD”
 - Comprehensive subject wise syllabus planner prepared by individual faculties
 - Book references and Web references refined and suggested by faculties
 - Chapter wise weightage and approximate duration of syllabus completion
 - Searching e-content made easy and friendly
- Conduction of Teachers’ Veneration and Student appraisal function on Teacher day
- Announcement of Best Teacher of the Year Award and Best Student of the Year Award
- Students’ appraisal on the basis of attendance, internal exam marks, university exam marks, extra/co-curricular activities and teachers’ opinion.
- Teachers’ appraisal on the basis of research and development activities, student evaluation results, department head’s opinion, regularity at college and internal cooperation.
- Teachers’ Evaluation through students
- Online evaluation software developed specifically for the purpose of evaluation
- Promotions and increments on the basis of results of evaluation
- Online Internal Exams
- Software developed by IT faculty of the college itself
- Internal exam conduction in smoother, quicker and transparent manner
- Lesser time consumption
- Energy and paper conservation
- Video lectures

◆ Innovation in Research and Development

➤ **Organization of National Seminars**

- Every Year Special budget allocation for seminars
- On “Adhunik Sahitya na Nootan abhigamo” By Gujarati Department
- On “Contemporary issues in Commerce and Management” by Commerce Department
- On “Bhasha ke prachar prasar me media ka yogdaan” by Hindi Department
- On “Women Psychology – Past, Present and Future” by Psychology Department
- Organization of State level seminar on “Changing Role of Financial Management “ by BBA Department
- Organization of State level IT competitions “IT Rage 2013” by Computer department

➤ **Subscription to N-list under INFLIBNET**

- Rich source of information and e-content useful for research and reading

◆ **Innovation in Administration:**

➤ **Appointment of Head of Institute for SF courses**

- Under the regulation of the Principal and the top management separate management of SF programs
- Easier and smoother operations of Academic affairs
- Complete Office Automation

➤ **Computerized accounting**

- Admission, examination and other admin affairs

➤ **Maintenance of proxy register**

◆ **Innovation in creating employability**

- **SAP workshop**
 - Practicals and seminars by Zuesk Ltd - Pune
 - Training and Employment offers to MSc (IT & CA) students
- **Campus interview**
 - Over 30 students of PGDCA and MSc (IT & CA)
 - By Reliance capital
 - 4 candidates shortlisted
- **Pool Campus drive**
 - 180 students from BBA and BCA sent for pool campus drive of TCS at R K university

◆ **Innovation in Personality Development and Value based Education**

- **Spiritual Discourses/Shibirs/lectures**
 - 1 day online discourse by Samarpan Dhyan Shibir
 - 7 days shibir by Art of Living
 - Lectures on Yog Vidhya Pranic Healing
 - Lectures by Brahmakumaris
- **Continuous Education courses**
 - Personality development and interview traits
 - Banking and cooperation
 - Computerized Accounting system
- **Assistance and encouragement to students for participation**
 - Registration fees provided by management
 - TA/DA reimbursed by college
 - Trophies and awards in annual function
- **Inter - Departmental Competitions**
 - Elocution competition
 - Poster Presentation
 - Quiz Competition
 - Debate
 - Group Discussion

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- Huge participation in SUCEAT and other competitive tests held at college
- Tours and camps by Sports and NSS
- South Zone youth festival conducted in our institution

➤ Other Innovations

- Student Welfare Fund
 - Fund created by teaching and non-teaching staff members
 - Loan for fees payment to needy students
 - Installment system for fees payment
 - Full Fee waiver
- Financial assistance to students from industrialists and college management members

7.3 Best Practices [40 Marks]

Practices of the institution leading to improvement and having visible impact on the quality of the institutional provisions are considered in this Key Aspect.

7.3.1 Elaborate on any two best practices **as per the given format** which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college. Format for Presentation of Practice

1. Title of the Practice

CLEANLINESS DRIVE

2. Goal

- To create cleanliness consciousness among students and staff
- To develop healthy ambience in campus through team work

3. The Context

- Features
 - Self realization among students and staff about cleanliness
 - Integrity development through team work
- Challenges faced
 - Creating working groups
 - Scheduling the drive
 - Preparing students to deal with dirt

4. The Practice

The CLEANLINESS DRIVE has been in practice for last 1 year and has been organized 4 times (on Sundays or public holiday) in this span.

The basic idea of the Drive is to cultivate students to create a clean space in the institution and to remain constantly conscious about cleanliness. The management has initiated this drive involving students, teachers, admin staff and trustees themselves.

As a part of acknowledging gesture, management has also provided for the lunch and refreshment free of cost to the drive participants.

Management has also provided with the additional CL to the staff involved in the drive.

There have been constraints of students discipline, staff attendance and work distribution among the various groups. Also due to the large campus area, monitoring and controlling remained major constraint.

5. Evidence of Success

Students have not only actively participated with zeal but also created a mindful atmosphere among them about the cleanliness. Self-discipline and self-consciousness about clean ambience and clean society is the precious by-product of this drive.

Other evidences such as increasing use of dustbin, lessening bad habit of spitting and more disciplined parking arrangement are also observed as a result.

Ignition of such Drive from management itself is a benchmark in a higher education institute located at such rural area. The benevolence of management and their societal responsibility awareness have captured the high notes of appreciation from stakeholders.

The results apparently depict the societal commitment and value based cultivation of students.

6. Problems Encountered and Resources Required

While designing the drive implementation following problems have been identified;

- Creating working groups
- Scheduling the drive
- Preparing students to deal with dirt

Following resources were required to overcome the above mentioned challenges/problems.

Well planned coordination and lead of the drive

Cleaning devices/equipment

Active involvement of staff members

Appraisal and Incentive from management

7. Notes (Optional)

Any other information that may be relevant and important to the reader for adopting/ implementing the Best Practice in their institution about 150 words.

8. Contact Details

Name of the Principal: Dr. R K Chocha

Name of the Institution: Shri G K and C K Bosamia Arts & Commerce College

City: Jetpur

Pin Code: 360370

Accredited Status: B+ (in first cycle)

Work Phone : 02823 – 220356

Fax:

Mobile: 9979408840

Website: www.bosamiacollege.org

E-mail : gkck.college@gmail.com

1. Title of the Practice

SYLLABUS PLANNER GUIDE

2. Goal

- To provide point to point direction about university curriculum
- To avail comprehensive reading resources in the form of reviewed/filtered book and web references
- To make effective use of e-library for learning purpose

3. The Context

- Features
 - Unit wise/Chapter wise curricular planning for each semester/term
 - Approximate Number of lecturers to be allocated for each unit/chapter
 - Approximate weight of marks for each unit/chapter
 - Books/physical reading resources available in college library
 - Filtered Web links to provide specific e-contents
- Challenges faced
 - Convergence with university syllabus framework
 - Computer and internet training to staff members
 - Designing a common framework for different courses
 - Filtration of web references

4. The Practice

The practice of providing Syllabus Planner Guide CD to all students has been ignited from the academic year 2012-13. It is a free utility given to students for the purpose of providing ease in their syllabus planning and learning process. The guide has also been made available on the college web site free of cost for other students.

The guide consists of most courses run by college i.e. BBA, BCA, BCom, BA, PGDCA, MSc (IT & CA). The format of the guide depicts point to point

structure of university curriculum with book references, web links, estimated lectures, estimated weight of marks etc.

The guide is also intended to optimize the utilization of e-library/e-content.

5. Evidence of Success

- Increased use of e-library and e-contents by the students (based on monthly library reports)
- Decreased number of queries regarding the sources of reference material for given syllabus topics
- Time conservation due to filtered web references

6. Problems Encountered and Resources Required

Problems encountered

- Preparing faculty for undertaking the project
- Designing common framework
- Expenditure of CD etc.
- Training and orientation to staff members
- Filtration of web links
- Orientation of students

Resources required

- Purchase and Writing of bulk number of CDs
- Designing of CD covers and its printing
- Course wise coordinator

7. Notes (Optional)

Any other information that may be relevant and important to the reader for adopting/ implementing the Best Practice in their institution about 150 words.

8. Contact Details

Shree G K & C K Bosamia Arts and Commerce College – JETPUR

Name of the Principal: Dr. R K Chocha
Name of the Institution: Shri G K and C K Bosamia Arts & Commerce College
City: Jetpur
Pin Code: 360370
Accredited Status: B+ (in first cycle)
Work Phone : 02823 – 220356
Fax:
Mobile: 9979408840
Website: www.bosamiacollege.org
E-mail : gkck.college@gmail.com

Post-accreditation Initiatives

If the college has already undergone the accreditation process by NAAC, please highlight the significant quality sustenance and enhancement measures undertaken during the last four years. The narrative may not exceed five pages.

Post Accreditation Initiatives

In March 2007, the institution acquired the accreditation from NAAC with B+ grade. Peer team appreciated our efforts and also mentioned certain recommendations.

In the very first IQAC meeting, it was decided to implement the plan of need and time based development keeping in priority the recommendations given by peer team.

To put this plan into action, IQAC framed a committee called COLLEGE DEVELOPMENT COMMITTEE (CDC) for effective controlling and management purpose.

The followings are the peer team recommendations and action taken by the institution.

- 1 Keeping in view the professional and PG courses offering to the students, the sanctioned staff strength with subject specialization needs to be enhanced.
 - The Management has put forward staff requirement to state government to sanction required staff in grant-in-aid courses, which is still in process.
 - To fill up the gap, management has recruited required qualified staff as per the norms.
2. Faculty members engaged in PG courses should have higher qualifications. Hence need to be encouraged to go for higher studies, MPhil and PhD and motivate them to apply to UGC for both Major and Minor Research Projects.

- 9 faculties have completed Ph.D.
 - 7 faculties are pursuing Ph.D.
 - 6 faculties have undergone Minor research projects granted by UGC
 - 1 Major research project granted by UGC is ongoing
 - 3 faculties have cleared NET
- 3 Laboratory of the Psychology department needs to be equipped with latest equipment and psychological tests.
- Psychology lab has been shifted to the bigger space with upgraded equipment.
- 4 The staff of library needs to be enhanced and number of journals, periodicals both in English and Gujarati language in various professional courses need to be increased.
- A new library building has been built up consisting following amenities;
 - 130 computers in 3 fully A/C labs
 - Free internet access
 - Wi-Fi facility in entire library
 - Subscription to N-LIST
 - E-resource assistance by e-library supervisors
 - Library management through SOUL
 - Management has recruited sufficient (2 librarians, 2 e-library supervisors, 2 supporting staff) and well qualified library staff for smooth library operations. (No sanction has been given by govt. after retirement of the librarian)
- 5 A proper career counseling and placement cell needs to be established to help the students in choosing better career options.
- Career counseling and placement cell has been established that provides following functions

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- Counseling and coaching for further studies, entrance examinations and competitive examinations
 - MOU with TCS
 - MOU with local industries
- 6 The health care centre of college need to be strengthened to provide better medical facilities to the students.
- 7 There is ample scope for providing canteen facility to the students on modern lines.
- Highly facilitated spacious canteen is being erected as per modern lines
- 8 In order to expose talent student exchange programme need to be established with other college of area.
- 9 The alumni association and parents association of the college needs to be strengthened further and their role to be made more practical. College need to maintain record of its alumni.
- College has already taken practical initiatives for effective involvement of alumni and parents association.
 - Parents meetings have been organized twice in an academic year and their feedback are kept in record for due consideration.
 - Alumni information can be feed up on college website and they are called on occasions.
- 10 The college needs to publish annual magazine to give vent to the inner talent of students and improve their creative and writing skills.
- 11 The college needs to develop institution – industry linkage as there is an ample opportunity of absorbing students in local industries after they complete their studies.
- College has undergone MOUs with local textile industries
 - College has also signed MOU with TCS for conducting competitive exams and arranging talent pool in college campus.

- 12 The college needs to take the benefit of “Add on courses scheme” of UGC by way of introducing certain job oriented and market friendly courses keeping in view the local needs of employability.
 - College has already applied for Vocational courses as recommended by AICTE. (though final approval could be received in the next academic year)
- 13 The college can also take benefit of UGC schemes in XI plan, particularly for women studies centre, courses for rural development etc.
- 14 Although many faculty members have participated in seminars/conferences and made paper presentations, however, the college needs to organize seminars/conferences regularly to promote research activities and needs to have publication division of its own.
 - The College has organized following to promote research activities and publication;
 - 4 national seminars
 - 1 symposium
 - 2 state level seminar/workshop
 - 9 Training programs/Students workshop
- 15 Due to increase traffic in past few years, the college needs to take necessary measures to minimize noise pollution in the labs and classrooms of main building.
 - Classrooms have been converted into fully AC multimedia rooms equipped with projector, speakers, white board etc. with glass door to confront aforementioned problem.
- 16 The college needs to provide hostel facility to the students especially for girls and coming from far off places while making future planning.
 - As the college is located at the heart of the town and frequent transportation services are available (public and private) from the surrounding villages so there has been no requirement of staying/hostel facility
- 17 The college needs to have an elected student council in order to ensure their participation and assistance in various activities.

- There are no formal elections as such being followed by college, however, enthusiastic and bright students are offered active involvement in arrangement and coordination of college events and activities.

18 The peer team recommends that the college to evolve a plan of action for the future and initiate appropriate steps to implement the same in keeping with mission of the college.

- College Development Committee (CDC) has been framed under the due supervision and policy of IQAC to work out plan of action and for its constant implementation, management and control.

19 The college needs to setup an IQAC as per guidelines of NAAC to ensure continuous internal quality checks and monitors its progress regularly for academic excellence.

- Date of establishment of Internal Quality Assurance Cell (IQAC) 25/09/2008
- Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.

AQAR	(i)	18/10/2008
AQAR	(ii)	18/12/2009
AQAR	(iii)	05/12/2011
AQAR	(iv)	27/09/2012

Evaluative Report of the Departments

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the department :- Commerce
2. Year of Establishment :- June, 1972
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :- B.Com., M.Com.
4. Names of Interdisciplinary courses and the departments/units involved :-
Economics, English
5. Annual/ semester/choice based credit system (programme wise) :-
CBCS B.Com., M.Com.
6. Participation of the department in the courses offered by other departments
Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc.
Nil
8. Details of courses/programmes discontinued (if any) with reasons
:- Nil
9. Number of Teaching posts

	sanctioned	Filled
Professors		
Associate Professors	8	6
Asst. Professors	0	1

Shree G K & C K Bosamia Arts and Commerce College – JETPUR

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
V.D. Mehta	M.Com.	HOD	Ac & Fin.	UG- 41 PG-2	
J.M. Ramanuj	M.Com.	HOD, Commerce	Statistics	UG- 24 PG - 5	
H.D. Tilala	M.Com.	Asso. Prof.	Accountancy	UG - 21 PG - 10	
M. V. Ribadiya	M.Com.	Asst. Prof.	Accountancy	UG - 10	
K. B. Vyas	M.A., Ph.D. English	Asso. Prof.	English	UG - 20 PG - 5	
J. C. Jakharia	M.Sc., PGDCA	Asso. Prof.	Computer	UG - 21	
P. B. Trambadia	M.A., Ph.D.	Asso. Prof.	Economics	UG - 15 PG - 10	

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Pinesh Rajwani	M.Com., B.Ed.	Hon.	Accountan cy		
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11. List of senior visiting faculty :- Prof. Chothani, Prof. Bhuva,
Prof. Radadiya, Prof. Nirmal
12. Percentage of lectures delivered and practical classes
handled(programme wise) by temporary faculty :- 15%
13. Student -Teacher Ratio (programme wise) :-
FBC - 263, SBC - 228, TBC - 204
14. Number of academic support staff (technical) and administrative
staff; sanctioned and filled :- 2 (Programmer), 06 - Administration
Staff
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/
MPhil/PG. :-
Dr. K.B. Vyas - M.A., Ph.D.
Prof. P.B. Trambadiya - M.A., Ph.D.
16. Number of faculty with ongoing projects from a) National b)
International funding agencies and grants received :- Nil
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR,
etc. and total grants received :- One Minor Research Project (UGC)
18. Research Centre /facility recognized by the University :- Nil
19. Publications:
 - * a) Publication per faculty
 - * Number of papers published in peer reviewed journals
(national / international) by faculty and students
 - * Number of publications listed in International Database
(For Eg: Web of Science, Scopus, Humanities
International Complete, Dare Database - International

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Social Sciences Directory, EBSCO host, etc.)

- * Monographs :- Nil
- * Chapter in Books :- 1- KBV
- * Books Edited :- 1-KBV
- * Books with ISBN/ISSN numbers with details of publishers

Sr.No.	Title	Year	Author	ISBN No.	Publisher
1	Acc. And Fin. 6	2013/14	H D Tilala	81-8416-070-4	B.S.Shah
2	Inc. Tax. 1	2011/12	H D Tilala	81-8416-085-2	B.S.Shah
3	Inc. Tax. 2	2012/13	H D Tilala	81-8416-085-2	B.S.Shah
4	Income tex (sy b.com)		H D Tilala	81-8416-285-2	B/S shah
5	Ad/Ac(Ty.Bcom)		H D Tilala	92-9167-82-2	B/S shah
6	Ad/Ac(Fy.Bcom)		H.D.Tilala	978-93-81072-08-0	C Jamanadas
7	Computer - IT 2	2010/11	J C Jakharia	978-93-81072-18-9	C.Jamanadas
8	Computer Science 1	2010	J C Jakharia	978-93-81072-19-6	C.Jamanadas
9	Computer Science 2	2010/11	J C Jakharia	978-93-81072-19-6	C.Jamanadas
10	Compuer Science 3	2011/12	J C Jakharia	978-93-81072-49-3	C.Jamanadas
11	Computer Science 4	2011/12	J C Jakharia	978-93-81072-95-0	C.Jamanadas
12	Computer Science 5	2012/13	J C Jakharia	978-93-82027-06-5	C.Jamanadas
13	Compuer Science 6	2012/13	J C Jakharia	978-93-82027-73-7	C.Jamanadas
14	Buss. Adm. 2	2011/12	J M Ramanuj.	81-8416-026-7	B.S.Shah
15	Fund. Of Stat.	2013/14	J M Ramanuj.	81-8416-069-0	B.S.Shah
16	Money Eco. And Fin. System 2	2012/13	J R Dobaria	81-8416-004-6	B.S.Shah
17	Fusion	2012/13	K B Vyas	978-81-250-4667-7	Orient Prv.Ltd.

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18	Path ways to eng.	2011/12	K B Vyas	978-81-7596-894-3	Cambridge Uni.
19	Acc. And Fin. 3	2011/12	V D Mehta.	81-8416-032-1	B.S.Shah
20	Acc. And Fin. 4	2012/13	V D Mehta.	81-8416-032-1	B.S.Shah
21	Corp. Acc.1	2011/12	V D Mehta.	81-8416-072-0	B.S.Shah
22	Corp. Acc.2	2012/13	V D Mehta.	81-8416-072-0	B.S.Shah

* Citation Index

* SNIP

* SJR

* Impact factor

* h-index

20. Areas of consultancy and income generated :- Honorary in Linguistics (Prof. K.B. Vyas)

21. Faculty as members in

a) National committees b) International Committees c) Editorial

Boards....

Dr. K.B. Vyas, Member - Balvantrai Parekh General Semantic, Baroda

Prof. J.M. Ramanuj, Member - Indian Accounting Association

Prof. J.C. Jakharia, Member - Computer Society of India

22. Student projects

a) Percentage of students who have done in-house projects

including inter departmental/programme :- Nil

b) Percentage of students placed for projects in organizations

outside the institution i.e.in Research

laboratories/Industry/other agencies :- Nil

23. Awards/ Recognitions received by faculty and students :- Nil

24. List of eminent academicians and scientists/ visitors to the department :-

Dr. Suresh Savani, Bhavnagar University for Cost Accounting

Dr. P.L. Chauhan, Saurashtra University for Management

Dr. Hitesh Shukla, Saurashtra University for H.R.M.

Advocate B.T. Pandya, Jetpur for Company Law

25. Seminars/ Conferences/Workshops organized & the source of funding

a)National :- UGC (2010)

b)International

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled *M *F	Pass percentage
B.Com.	760	705	405 300	91.50%
M.Com.	130	80	35 45	90.00%

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Com.	100%	Nil	Nil
M.Com.	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? :- 4 (NET)

29. Student progression

Student progression	Against % enrolled
UG to PG	40%
PG to M.Phil.	5%
PG to Ph.D.	5%
Employed	
• Campus selection	-
• Other than campus recruitment	20%
Entrepreneurship/Self-employment	50%

30. Details of Infrastructural facilities

a) Library :- Common Library, E-Library,
Multimedia Rooms

b) Internet facilities for Staff & Students :- Yes
 Common Library, E-Library,
Multimedia Rooms

c) Class rooms with ICT facility :- Yes

d) Laboratories :- No

31. Number of students receiving financial assistance from college,
university, government or other agencies :- 438

32. Details on student enrichment programmes (special lectures /
workshops / seminar) with external experts :-

Dr. Suresh Savani, Bhavnagar University for Cost
Accounting

Dr. P.L. Chauhan, Saurashtra University for Management

Dr. Hitesh Shukla, Saurashtra University for H.R.M.

Advocate B.T. Pandya, Jetpur for Company Law

Students Seminar on Management

33. Teaching methods adopted to improve student learning :-

Multimedia, Powerpoint Presentation

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :- Blood Donation Camp, Tree Plantation, Teachers Day, Environment Awareness, Health Awareness and Cultural Programme

35. SWOC(Strength Weakness Opportunity and Challenges) analysis of the department and Future plans

Strength	-	Small Scale Industrial Area
Weakness	-	Practical Industrial Explosion
Opportunity	-	Courses for textile industries,
Challenge	-	Staff Shortage due to Government Policy

Evaluative Report of the Departments

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

36. Name of the department :- Department of Economics, Bosamia College, Jetpur
37. Year of Establishment :- BA – 1972, MA - 1989
38. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :- BA, MA
39. Names of Interdisciplinary courses and the departments/units involved :- Psychology, Hindi, Gujarati, Economics, Home Science
40. Annual/ semester/choice based credit system (programme wise) :- CBCS
41. Participation of the department in the courses offered by other departments - No
42. Courses in collaboration with other universities, industries, foreign institutions, etc. - No
43. Details of courses/programmes discontinued (if any) with reasons - Nil
44. Number of Teaching posts

	sanctioned	Filled
Professors		
Associate Professors	3	3
Asst. Professors		

45. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Prof. J.R. Dobaria	M.A., M.Phil.	Lect.	Eco.	BA-23 MA/MCO M-20	
Prof. P.B. Trambadia	M.A.	Lect.	Eco.	BA-21 MA-10	
Prof. K.V. Tanchak	M.A.	Lect.	Eco.	BA-16 MA-11	

46. List of senior visiting faculty – Dr. Pandya, Prof. Patel, Prof. Savaliya
47. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty :- Nil
48. Student -Teacher Ratio (programme wise) :- FBA-64, SBA-37, TBA-40
Total :- 194 (Ratio : 141/3 = 47.00:1)

M.A. : I-30, II-45, Total :- 75 (Ratio : 75/5 = 15:1)

49. Number of academic support staff (technical) and administrative staff; sanctioned and filled :- 6 - Administrative Staff
50. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG. :-
Prof. J.R. Dobaria – M.A., M.Phil.
Prof. P.B. Trambadia – M.A.
51. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received :- Nil
52. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :- Nil
53. Research Centre /facility recognized by the University :- Nil
54. Publications:
 - * a) Publication per faculty :- Books – 10,
Introduction to Social Research (ISBN : 973-93-82027-84-3)
Micro Economics (ISBN : 928-93-81072-55-4)
Business Environment Economics (ISBN : 978-93-82027-03-4)
 - * Number of papers published in peer reviewed journals (national / international) by faculty and students :-
 - Prof. J.R. Dobaria – 5 (2 International, 2 Seminar Chair Person, 1 Seminar Coordinator)
 - Prof. P.B. Trambadiya – 2 National Seminar
 - Prof. K.V. Tanchak – 2 National Seminar
 - * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International

Social Sciences Directory, EBSCO host, etc.)- Nil

* Monographs :- Nil

* Chapter in Books :-

○ Prof. J.R. Dobarra - 10

* Books Edited :- Nil

* Books with ISBN/ISSN numbers with details of publishers –

Introduction to Social Research (ISBN : 973-93-82027-84-3)

(Publisher : B.S. Shah Prakashan, Ahmedabad)

Micro Economics (ISBN : 928-93-81072-55-4)

(Publisher : B.S. Shah Prakashan, Ahmedabad)

Business Environment Economics (ISBN : 978-93-82027-03-4)

(Publisher : B.S. Shah Prakashan, Ahmedabad)

* Citation Index :- Nil

* SNIP :- Nil

* SJR :-* Nil

* Impact factor :- Nil

* h-index :- Nil

55. Areas of consultancy and income generated:- Cooperative Training Program

56. Faculty as members in

a) National committees b) International Committees c) Editorial Boards....

Chairman of Economics Board of Saurashtra Uni. – 2 Term

Member of Journal of Indian Accountancy, Ahmedabad

Member of Syllabus, Economics Department, Saurashtra University

57. Student projects :- Nil

a) Percentage of students who have done in-house projects including inter departmental/programme :-

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies :- Nil

58. Awards/ Recognitions received by faculty and students :-

Best Drawing, Dist. level Competition given by Collector, Rajkot

59. List of eminent academicians and scientists/ visitors to the department :- Nil

60. Seminars/ Conferences/Workshops organized & the source of funding

a)National :-

b)International

61. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled *M *F	Pass percentage
BA	165	155	60 95	92%
MA	50	38	13 25	99%

62. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100%	NIL	NIL
PG	100%	NIL	NIL

63. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? :- Nil

64. Student progression

Student progression	Against % enrolled
UG to PG	50%
PG to M.Phil.	NIL
PG to Ph.D.	NIL
Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	NIL
Entrepreneurship/Self-employment	NIL

65. Details of Infrastructural facilities

a) Library :- Common Library, E-Library, Multimedia Rooms

b) Internet facilities for Staff & Students :- Yes
Common Library, E-Library, Multimedia Rooms

c) Class rooms with ICT facility :- Yes

d) Laboratories :- No

66. Number of students receiving financial assistance from college, university, government or other agencies :- 128

67. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts :- Yes

a. RDC Bank Branch Manager's Lecturer

68. Teaching methods adopted to improve student learning :-
Multimedia, Powerpoint Presentation

69. Participation in Institutional Social Responsibility (ISR) and Extension activities :- Yes

Blood Donation Camp, Tree Plantation, Teachers Day,

70. SWOC(Strength Weakness Opportunity and Challenges) analysis of the department and Future plans

Strength - Youth Co-operative Training Program

Gold Medal to Student from Saurashtra
University in M.A.

Swarnim Gujarat Celebrate (G.K. Test - 200
Students)

Youth Co-operative Training Program Dt.
6.8.2013, B.R.S. College,
Dumiyani as a Expert Lecturer

Paper Presenation in the National Welfare
on Multidimensional
Development in Gujarat Dt. 13.3.2011

National Level Workshop Methodology
UGC State Level Conference Co-ordinator
Sakida College, Limbdi

Observer Youth Festival of Saurashtra Uni.,
2013 in "Event of Mimikty", 2012-2013

Chief Guest for Annual Meeting co-
operative program, Rajkot Place :
Jamkandorana Dt. 9.6.2013

Co-operative Training Program Rajkot Jilla
Sahkari Sangh, Dt. 15.12.2012,
K.O. Shah College, Dhoraji

Gujarat State AIDS Control Society Seminar,
Blood Donation Field Marshal Blood
Bank, Rajkot Dt. 17.3.13

All India Accountancy Conference &
International Seminar on Accounting
Education and Research

Dt. 5.6.13 Dept. of Management, Saurashtra
University, Rajkot

Shree G K & C K Bosamia Arts and Commerce College – JETPUR

		State Level Workshop on Research Methodology
		Dt. 17.2.2013, K.O. Shah College, Dhoraji
Weakness	-	Lack of languages students, Lack of Gujarati's Language knowledge
Opportunity	-	Job opportunities for teachers, Job opportunities for print media, To establish P.G. & Research Centers
Challenge	-	Knowledge of Gujarati Literatures and Language
Future Plan	-	New Syllabus (CBCS) B.A., B.Com., M.A., M.Com. 2014, Saurashtra University, Chairman, Board of Economics, Rajkot Sub-Committee 2013 Sept., New Syllabus CBCS, Board of Economics Chairman Planning for picnic spot development by Govt. of Gujarat Our college will start new subject P.No. - 22 - "Computer Applications", 2014 Assistant Election Officer, Jetpur 74- Vidhansabha Voter Department Supervisor of B.L.O. route no. 13 Pithadiya and Virpur Dt. 15.7.20123 to duty. Celebration of Blind Day Dt. 14.9.2013-14 Observer of Saptadhara, Bosamia College, Jetpur 2013 Swarnim Gujarat Saptadhara, Second Mahotsav, Saurashtra - Kutch

Zone,

Judge for Zonal Level B.R.S. College,
Dumiyani

Dt. 19.1.2011

Evaluative Report of the Departments

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

71. Name of the department :- Department of Gujarati, Bosamia College, Jetpur
72. Year of Establishment :- UG – 1971-72
73. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :- B.A.
74. Names of Interdisciplinary courses and the departments/units involved :- Nil
75. Annual/ semester/choice based credit system (programme wise) :- CBCS Implementation to 2009,
76. Participation of the department in the courses offered by other departments - Nil
77. Courses in collaboration with other universities, industries, foreign institutions, etc. - Nil
78. Details of courses/programmes discontinued (if any) with reasons - Nil
79. Number of Teaching posts

	sanctioned	Filled
Professors		
Associate Professors	3	3
Asst. Professors		

80. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. B.R. Khacharia	M.A., M.Phil, Ph.D. NET	Head of Department	21 Years Folklore	B.A.-21	Nil
V.K. Vagh	M.A., J.R.F.	Associate Professor	Gujarati	B.A.-21	Nil
A.N. Rabadia	M.A.	Associate Professor	Gujarti	B.A.-20	Nil

81. List of senior visiting faculty – Nil

82. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty :- Nil

83. Student -Teacher Ratio (programme wise) :- FBA-40, SBA-43, TBA-52

Total :- 135 (Ratio : 135/3 = 45.00:1)

84. Number of academic support staff (technical) and administrative staff; sanctioned and filled :- 06 - Administration Staff

85. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG. :-

Dr. B.R. Khacharia – M.A., Ph.D.

86. Number of faculty with ongoing projects from a) National b)

Shree G K & C K Bosamia Arts and Commerce College – JETPUR

International funding agencies and grants received :- Yes, UGC Delhi (Major Research Project) Dr. B.R. Khacharia (Title : "Gujaratna Loknrutyo)

87. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :- Nil
88. Research Centre /facility recognized by the University :- Nil

89. Publications:

- * a) Publication per faculty :- Books – 05
(Published - 2012)
 1. Saurashtrana Lokdevo (ISBN - 978-81-923471-0-03)
 2. Lokashray (ISBN : 978-81-923471-1-0)
 3. Shabdashray (ISBN : 978-81-923471-2-7)
 4. Rukimani Haran Khand - 1 (ISBN : 978-81-923471-3-4)
 5. Rukimani Haran Khand - 2 (ISBN : 978-81-923471-4-1)
- * Number of papers published in peer reviewed journals
(national / international) by faculty and students :-
 - Dr. B.R. Khacharia - 50
 - V. K. Vagh - 1

Number of Paper published Ratio: 51/3 = 17
- * Number of publications listed in International Database
(For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)- Nil
- * Monographs :- Nil
- * Chapter in Books :-
 - Dr. B. R. Khacharia - 10
- * Books Edited :- Nil
- * Books with ISBN/ISSN numbers with details of publishers
 - Dr. B. R. Khacharia - 5
 - 1. Saurashtrana Lokdevo (ISBN - 978-81-923471-0-03)
Publisher : Rushit Publication, Jetpur
 - 2. Lokashray (ISBN : 978-81-923471-1-0)

Publisher : Rushit Publication, Jetpur

3. Shabdashray (ISBN : 978-81-923471-2-7)

Publisher : Rushit Publication, Jetpur

4. Rukimani Haran Khand - 1 (ISBN : 978-81-923471-3-4)

Publisher : Rushit Publication, Jetpur

5. Rukimani Haran Khand - 2 (ISBN : 978-81-923471-4-1)

Publisher : Rushit Publication, Jetpur

* Citation Index :- Nil

* SNIP :- Nil

* SJR :-* Nil

* Impact factor :- Nil

* h-index :- Nil

90. Areas of consultancy and income generated :- Nil

91. Faculty as members in

b) National committees b) International Committees c) Editorial Boards....

Gujarati Sahitya Parishad , Ahmedabad

Balvantrai Parekh General Semantic, Baroda

Meghani Loksahitya Kendra, Rajkot

92. Student projects :- Nil

a) Percentage of students who have done in-house projects including inter departmental/programme :- Nil

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies :- Nil

93. Awards/ Recognitions received by faculty and students :- Nil

94. List of eminent academicians and scientists/ visitors to the

Shree G K & C K Bosamia Arts and Commerce College – JETPUR

department :- Nil

95. Seminars/ Conferences/Workshops organized & the source of funding

a)National :- 1, National Level UGC, Pune

(Sahitya Vivechanna Nutan Abhigamo)

b)International :- Nil

96. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled *M *F	Pass percentage
UG	150	135		
PG				

97. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A.	100%		

98. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? :- Nil

99. Student progression

Student progression	Against % enrolled
UG to PG	60%
PG to M.Phil.	Nil
PG to Ph.D.	Nil
Employed • Campus selection • Other than campus recruitment	Nil
Entrepreneurship/Self-employment	Nil

100.Details of Infrastructural facilities

Shree G K & C K Bosamia Arts and Commerce College – JETPUR

a) Library :- Common Library, E-Library,
Multimedia Rooms

b) Internet facilities for Staff & Students :- Yes
Common Library, E-Library,
Multimedia Rooms

c) Class rooms with ICT facility :- Yes

d) Laboratories :- No

101.Number of students receiving financial assistance from college,
university, government or other agencies :- 90

102.Details on student enrichment programmes (special lectures /
workshops / seminar) with external experts :- Nil

103.Teaching methods adopted to improve student learning :-
Common Library, E-Library, Multimedia
Rooms

104.Participation in Institutional Social Responsibility (ISR) and
Extension activities :- Adult Education, Blood Donation Camp,
Tree Plantation, Teachers Day, N.S.S.

105.SWOC(Strength Weakness Opportunity and Challenges) analysis
of the department and Future plans :-

Strength - Mother Tongue

Weakness - Lack of languages students,
Lack of Gujarati's Language knowledge

Opportunity - Job opportunities for teachers,
Job opportunities for print media,
To establish P.G. & Research Centers

Challenge - Knowledge of Gujarati Literatures and Language

Evaluative Report of the Departments

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

106.Name of the department :- Department of Gujarati, Bosamia College, Jetpur

107.Year of Establishment :- UG – 1971-72

108.Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :- B.A.

109.Names of Interdisciplinary courses and the departments/units involved :- Nil

110.Annual/ semester/choice based credit system (programme wise) :- CBCS Implementation to 2009,

111.Participation of the department in the courses offered by other departments - Nil

112.Courses in collaboration with other universities, industries, foreign institutions, etc. - Nil

113.Details of courses/programmes discontinued (if any) with reasons - Nil

114.Number of Teaching posts

	sanctioned	Filled
Professors		
Associate Professors	3	3
Asst. Professors		

Shree G K & C K Bosamia Arts and Commerce College – JETPUR

115. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. B.R. Khacharia	M.A., M.Phil, Ph.D. NET	Head of Department	21 Years Folklore	B.A.-21	Nil
V.K. Vagh	M.A., J.R.F.	Associate Professor	Gujarati	B.A.-21	Nil
A.N. Rabadia	M.A.	Associate Professor	Gujarti	B.A.-20	Nil

116. List of senior visiting faculty – Nil

117. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty :- Nil

118. Student -Teacher Ratio (programme wise) :- FBA-40, SBA-43, TBA-52

Total :- 135 (Ratio : $135/3 = 45.00:1$)

119. Number of academic support staff (technical) and administrative staff; sanctioned and filled :- 06 - Administration Staff

120. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG. :-

Dr. B.R. Khacharia – M.A., Ph.D.

121. Number of faculty with ongoing projects from a) National b)

Shree G K & C K Bosamia Arts and Commerce College – JETPUR

International funding agencies and grants received :- Yes, UGC Delhi (Major Research Project) Dr. B.R. Khacharia (Title : "Gujaratna Loknrutyo)

122.Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :- Nil

123.Research Centre /facility recognized by the University :- Nil

124.Publications:

- * a) Publication per faculty :- Books – 05
(Published - 2012)
 1. Saurashtrana Lokdevo (ISBN - 978-81-923471-0-03)
 2. Lokashray (ISBN : 978-81-923471-1-0)
 3. Shabdashray (ISBN : 978-81-923471-2-7)
 4. Rukimani Haran Khand - 1 (ISBN : 978-81-923471-3-4)
 5. Rukimani Haran Khand - 2 (ISBN : 978-81-923471-4-1)
- * Number of papers published in peer reviewed journals
(national / international) by faculty and students :-
 - o Dr. B.R. Khacharia - 50
 - o V. K. Vagh - 1

Number of Paper published Ratio: 51/3 = 17
- * Number of publications listed in International Database
(For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)- Nil
- * Monographs :- Nil
- * Chapter in Books :-
 - o Dr. B. R. Khacharia - 10
- * Books Edited :- Nil
- * Books with ISBN/ISSN numbers with details of publishers
 - o Dr. B. R. Khacharia - 5
 1. Saurashtrana Lokdevo (ISBN - 978-81-923471-0-03)
Publisher : Rushit Publication, Jetpur
 2. Lokashray (ISBN : 978-81-923471-1-0)

Publisher : Rushit Publication, Jetpur

3. Shabdashray (ISBN : 978-81-923471-2-7)

Publisher : Rushit Publication, Jetpur

4. Rukimani Haran Khand - 1 (ISBN : 978-81-923471-3-4)

Publisher : Rushit Publication, Jetpur

5. Rukimani Haran Khand - 2 (ISBN : 978-81-923471-4-1)

Publisher : Rushit Publication, Jetpur

* Citation Index :- Nil

* SNIP :- Nil

* SJR :-* Nil

* Impact factor :- Nil

* h-index :- Nil

125.Areas of consultancy and income generated :- Nil

126.Faculty as members in

- c) National committees b) International Committees c) Editorial Boards....

Gujarati Sahitya Parishad , Ahmedabad

Balvantrai Parekh General Semantic, Baroda

Meghani Loksahitya Kendra, Rajkot

127.Student projects :- Nil

- a) Percentage of students who have done in-house projects including inter departmental/programme :- Nil

- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies :- Nil

128.Awards/ Recognitions received by faculty and students :- Nil

129.List of eminent academicians and scientists/ visitors to the

Shree G K & C K Bosamia Arts and Commerce College – JETPUR

department :- Nil

130.Seminars/ Conferences/Workshops organized & the source of funding

a)National :- 1, National Level UGC, Pune

(Sahitya Vivechanna Nutan Abhigamo)

b)International :- Nil

131.Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled *M *F	Pass percentage
UG	150	135		
PG				

132.Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A.	100%		

133.How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? :- Nil

134.Student progression

Student progression	Against % enrolled
UG to PG	60%
PG to M.Phil.	Nil
PG to Ph.D.	Nil
Employed <ul style="list-style-type: none">• Campus selection• Other than campus recruitment	Nil
Entrepreneurship/Self-employment	Nil

135.Details of Infrastructural facilities

Shree G K & C K Bosamia Arts and Commerce College – JETPUR

a) Library :- Common Library, E-Library,
Multimedia Rooms

b) Internet facilities for Staff & Students :- Yes
Common Library, E-Library,
Multimedia Rooms

c) Class rooms with ICT facility :- Yes

d) Laboratories :- No

136.Number of students receiving financial assistance from college,
university, government or other agencies :- 90

137.Details on student enrichment programmes (special lectures /
workshops / seminar) with external experts :- Nil

138.Teaching methods adopted to improve student learning :-
Common Library, E-Library, Multimedia
Rooms

139.Participation in Institutional Social Responsibility (ISR) and
Extension activities :- Adult Education, Blood Donation Camp,
Tree Plantation, Teachers Day, N.S.S.

140.SWOC(Strength Weakness Opportunity and Challenges) analysis
of the department and Future plans :-

Strength - Mother Tongue

Weakness - Lack of languages students,
Lack of Gujarati's Language knowledge

Opportunity - Job opportunities for teachers,
Job opportunities for print media,
To establish P.G. & Research Centers

Challenge - Knowledge of Gujarati Literatures and Language

Evaluative Report of the Departments

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

141.Name of the department :- Department of Hindi, Bosamia College, Jetpur

142.Year of Establishment :- BA – 1995-96

143.Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :- BA

144.Names of Interdisciplinary courses and the departments/units involved :- Psychology, Hindi, Gujarati, Economics, Home Science

145.Annual/ semester/choice based credit system (programme wise) :- CBCS BA

146.Participation of the department in the courses offered by other departments - Hindi BA

147.Courses in collaboration with other universities, industries, foreign institutions, etc. - Nil

148.Details of courses/programmes discontinued (if any) with reasons - Nil

149.Number of Teaching posts

	sanctioned	Filled
Professors		
Associate Professors	4	4
Asst. Professors		

150. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
J.H. Sansiya	M.A., Ph.D.	H.O.D., Hindi	Hindi	27	
M.B. Vanvi	M.A., Ph.D.	Lecturer	Hindi	22	
R.Z. Patel	M.A., Ph.D.	Lecturer	Hindi	20	
P.R. Chauhan	M.A., Ph.D.	Lecturer	Hindi	19	

151. List of senior visiting faculty – Nil

152. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty :- Nil

153. Student -Teacher Ratio (programme wise) :- FBA-36, SBA-40, TBA-40

Total :- 194 (Ratio : 126/4 = 31.50:1)

154. Number of academic support staff (technical) and administrative staff; sanctioned and filled :- Nil

155. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG. :- 04

Dr. J. H. Sansiya – M.A. Ph.D.

Dr. M.B. Vanvi – M.A. Ph.D.

Dr. R. Z. Patel – M.A. Ph.D.

Dr. P. R. Chauhan – M.A. Ph.D.

156. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received :- Nil

157. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :- Nil

158. Research Centre /facility recognized by the University :- Nil

159. Publications:

- * a) Publication per faculty :-
- * Number of papers published in peer reviewed journals (national / international) by faculty and students :-
- * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)- Nil
- * Monographs :- Nil
- * Chapter in Books :-
- * Books Edited :- Nil
- * Books with ISBN/ISSN numbers with details of publishers
- * Citation Index :- Nil
- * SNIP :- Nil
- * SJR :-* Nil
- * Impact factor :- Nil
- * h-index :- Nil

160. Areas of consultancy and income generated :- Nil

161. Faculty as members in

- d) National committees b) International Committees c) Editorial Boards....
Nil

162.Student projects :- Nil

- a) Percentage of students who have done in-house projects including inter departmental/programme :-
b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies :-

163.Awards/ Recognitions received by faculty and students :- Nil

164.List of eminent academicians and scientists/ visitors to the department :- Nil

165.Seminars/ Conferences/Workshops organized & the source of funding

- a)National :- 1, National Level UGC
b)International

166.Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled *M *F	Pass percentage
UG				
PG				

167.Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100%		

168.How many students have cleared national and state competitive

examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? :- Nil

169.Student progression

Student progression	Against % enrolled
UG to PG	75%
PG to M.Phil.	
PG to Ph.D.	
Employed <ul style="list-style-type: none">• Campus selection• Other than campus recruitment	
Entrepreneurship/Self-employment	

170.Details of Infrastructural facilities

- a) Library :- Yes
- b) Internet facilities for Staff & Students :- Yes, (E-library)
- c) Class rooms with ICT facility :- Yes
- d) Laboratories :- Yes

171.Number of students receiving financial assistance from college, university, government or other agencies :-

172.Details on student enrichment programmes (special lectures / workshops / seminar) with external experts :- Yes

173.Teaching methods adopted to improve student learning :-
Multimedia, Powerpoint Presentation

174.Participation in Institutional Social Responsibility (ISR) and Extension activities :- Yes

Blood Donation Camp, Tree Plantation, Teachers Day,

175.SWOC(Strength Weakness Opportunity and Challenges) analysis of the department and Future plans

Evaluative Report of the Departments

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

176.Name of the department :- Department of Psychology, Bosamia College, Jetpur

177.Year of Establishment :- BA – 1988, MA- 2001

178.Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :- BA, MA

179.Names of Interdisciplinary courses and the departments/units involved :- Psychology, Hindi, Gujarati, Economics, Home Science

180.Annual/ semester/choice based credit system (programme wise) :- BA CBCS, MA CBCS from 2012

181.Participation of the department in the courses offered by other departments - Psychology, Hindi, Gujarati, Economics, Home Science

182.Courses in collaboration with other universities, industries, foreign institutions, etc. - Nil

183.Details of courses/programmes discontinued (if any) with reasons - Nil

184.Number of Teaching posts

	sanctioned	Filled
Professors		
Associate Professors	4	4
Asst. Professors		

Shree G K & C K Bosamia Arts and Commerce College – JETPUR

185. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. R. K. Chocha	M.A., Ph.D.	Principal	Clinical Psychology	UG-24 PG-12	0
B.M. Vaghasiya	M.A., M.Phil.	Associate Professor	Industrial Psychology	UG-17 PG-12	0
Dr. G.N. Lagdhir	M.A., Ph.D.	Associate Professor	Clinical Psychology	UG-21 PG-12	0
J.B. Gadhe	M.A.	Associate Professor	Industrial Psychology	UG- 22 PG-12	0

186. List of senior visiting faculty – Yes, MA CBCS - 1. Dr. Pathak Sir,
2. Dr. Dharmesh Pandya, 3. Dr. C.V. Kumbhani

187. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty :- Nil

188. Student -Teacher Ratio (programme wise) :- FBA-73, SBA-66, TBA-55

Total :- 194 (Ratio : 194/4 = 48.50:1)

M.A. : I-30, II-45, Total :- 75 (Ratio : 75/5 = 15:1)

189. Number of academic support staff (technical) and administrative staff; sanctioned and filled :- 06 - Administration Staff

190. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG. :-

Dr. R. K. Chocha – M.A., Ph.D.

B. M. Vaghasiya – M.A., M.Phil.

Dr. G.N. Lagdhir – M.A., Ph.D.

191. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received :- Nil

192. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :-

1. Prof. B.M. Vaghasiya - "A study in relation of the job involvement life satisfaction and frustration in employees of Jetpur Saree Industries", 2008-09, Amount - Rs. 36000.00

2. Dr. G.N. Lagdhir - "Mental Health of Working People" - 2008-09, Amount - Rs. 22000.00

193. Research Centre /facility recognized by the University :- Student Counseling Centre

194. Publications:

* a) Publication per faculty :- Books – 7

1	Hindi Kavya me Rashtriya Ekta(2010)	978-81-909488-0-7
2	Psychopathology (2011)	978-93-81072-52-3
3	Social Psychology (2012)	978-93-81072-30-1
4	Health Psychology (2012)	978-93-81072-42-4
5	Crime Psychology (2012)	978-93-81072-31-8
6	Adolescent Psychology (2011)	978-93-81072-51.6
7	Moolbhoot Manovagnayik Prakriyo	978-81-910196-0-5

* Number of papers published in peer reviewed journals (national / international) by faculty and students :-

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- Dr. R.K. Chocha – International - 1, National - 4
- Dr. G. N. Lagdhir – International - 5, National - 6

Number of Paper published Ratio: $16/4 = 4$

- * Number of publications listed in International Database
(For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)- Nil
- * Monographs :- Nil
- * Chapter in Books :-
 - Dr. R.K. Chocha – 9
- * Books Edited :- Dr. R.K. Chocha
"Women Psychology - Past, Present and Future"
- * Books with ISBN/ISSN numbers with details of publishers
 - Dr. R.K. Chocha – 1
 -

<i>No.</i>	<i>Title & Year</i>	<i>Publisher</i>	<i>ISSN/ISBN</i>
1	Hindi Kavya me Rashtriya Ekta (2010)	Darpan Pub.	978-81-909488-0-7
2	Psychopathology (2011)	C.Jamnadas & Co.	978-93-81072-52-3
3	Social Psychology (2012)	C.Jamnadas & Co.	978-93-81072-30-1
4	Health Psychology (2012)	C.Jamnadas & Co.	978-93-81072-42-4
5	Crime Psychology (2012)	C.Jamnadas & Co.	978-93-81072-31-8
6	Adolescent Psychology (2011)	C.Jamnadas & Co.	978-93-81072-51.6

7	Moolbhoot Manovaignayik Prakriyo	C.Jamnadas & Co.	978-81-910196-0-5
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* Citation Index :- Nil

* SNIP :- Nil

* SJR :-* Nil

* Impact factor :- Nil

* h-index :- Nil

195.Areas of consultancy and income generated :- Nil

196.Faculty as members in

e) National committees b) International Committees c) Editorial
Boards....

Saurashtra Psychology Association, Rajkot

Cluster Coordinator, Saptadhara

197.Student projects

a) Percentage of students who have done in-house projects
including inter departmental/programme :- Nil

b) Percentage of students placed for projects in organizations
outside the institution i.e.in Research
laboratories/Industry/other agencies :- Nil

198.Awards/ Recognitions received by faculty and students

1. Essay Competition Ranker :- 9

2. Research Paper :- 6

3. G.K. Test :- 3

199.List of eminent academicians and scientists/ visitors to the
department :-

Dr. Vankar Sir, Dr. G.P. Thakur, Dr. Y.K. Pathak

200.Seminars/ Conferences/Workshops organized & the source of
funding

a)National :- 24 February, 2013, UGC sponsored National Level

Shree G K & C K Bosamia Arts and Commerce College – JETPUR

Seminar on

"Women Psychology : Past, Present and Future".

b)International

201.Student profile programme/ course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled *M *F	Pass percentage
BA	194	194		100%
MA	75	75		100%

202.Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
BA	100%		
MA	100%		

203.How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? :- Nil

204.Student progression

Student progression	Against % enrolled
UG to PG	50%
PG to M.Phil.	Nil
PG to Ph.D.	5%
Employed • Campus selection • Other than campus recruitment	
Entrepreneurship/Self-employment	

205.Details of Infrastructural facilities

a) Library :- Common Library, E-Library, Multimedia Rooms

b) Internet facilities for Staff & Students :- Yes

Common Library, E-Library, Multimedia

Rooms

c) Class rooms with ICT facility :- Yes

d) Laboratories :- Yes

206. Number of students receiving financial assistance from college, university, government or other agencies :- 160

Details on student enrichment programmes (special lectures / workshops / seminar) with external experts :- Dr. G.P. Thakur, Dr. D.J. Bhatt,

Dr. Vankar Sir,

207. Teaching methods adopted to improve student learning :-

Common Library, E-Library,

Multimedia Rooms

208. Participation in Institutional Social Responsibility (ISR) and Extension activities :- Adult Education, Blood Donation Camp, Tree Plantation, Teachers Day, N.S.S., Environment

209. SWOC (Strength Weakness Opportunity and Challenges) analysis of the department and Future plans

Strength Department Library and teaching in mother tongue

Weakness - Lack of proper laboratory

Opportunity - Job opportunities for teachers,

Challenge - Knowledge of Psychology

Future Plan - To establish Social Counseling, Research Centers, New laboratory

Evaluative Report of the Departments

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

210.Name of the department :- Department of Family and Community Science (Home Science), Bosamia College, Jetpur

211.Year of Establishment :- UG - 1987, PG - 2001

212.Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :- UG, PG (B.A. / M.A)

213.Names of Interdisciplinary courses and the departments/units involved :- Psychology, Hindi, English, Sanskrit

214.Annual/ semester/choice based credit system (programme wise) :- CBCS (B.A)
CBCS & ANNUAL IN M.A.

215.Participation of the department in the courses offered by other departments - No

216.Courses in collaboration with other universities, industries, foreign institutions, etc. - No

217.Details of courses/programmes discontinued (if any) with reasons - Nil

218.Number of Teaching posts

	sanctioned	Filled
Professors		
Associate Professors	3	3
Asst. Professors		

219.Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

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Nam e	Qualificati on	Designati on	Specilizati on	No. of Years of Experience	No. of Ph.D. Studen ts guided for the last 4 years
R. R. Roka d	M.A.	Asso. Prof.	General H.S.	25 (UG)+15(PG)	
B. B. Meht a	M.Sc.	Asso. Prof.	F.N.	24(UG)+12(PG)	PhD contin ue
M.B. Meht a	M.A., M.Sc., Ph.D.	Asso. Prof.	General & F.N.	21(UG) + 14(PG)	

220.List of senior visiting faculty – M. A. Yes

Dr. J.N. Barot, Porbandar

Prof. Naynaben Gondaliya, Junagadh

Prof. Manjuben Patel, Junagadh

Prof. Kashmiraben Desai, Una

221.Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty :- Nil

222.Student -Teacher Ratio (programme wise) :- FBA-16, SBA-21, TBA-50

Total :- 87 (Ratio : $87/4 = 21.75:1$)

M.A. : I-30, II-45, Total :- 75 (Ratio : $75/5 = 15:1$)

223. Number of academic support staff (technical) and administrative staff; sanctioned and filled :- 1 (Lab. Asst.)

224. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/ PG. :-

R. R. Rokad – M.A. (General Home Science)

M.B. Mehta – M.A., M.Sc., Ph.D.

B. B. Mehta – M.Sc. (Food and Nutrition)

225. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received :- Nil

226. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :- Nil

227. Research Centre / facility recognized by the University :- Nil

228. Publications:

* a) Publication per faculty :-

R. R. Rokad National Paper -3

State Level - 6

B. B. Mehta National Paper - 14

Stat Level - 2

M. B. Mehta National Paper - 11

State Level -2

* Number of papers published in peer reviewed journals (national / international) by faculty and students :-

Paper published in Asian Journal of Home Science

Subject :- Effect of Germination and Heat Processing on Protein, BZ and Vit - c, B3 content in Peas, Cowpea and Wheat"

ISSN No. 0973 = 4732 June to Dec. 2007

* Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities

International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)- Nil

- * Monographs :- Nil
- * Chapter in Books :-
- * Books Edited :- Nil
- * Books with ISBN/ISSN numbers with details of publishers
- * Citation Index :- Nil
- * SNIP :- Nil
- * SJR :-* Nil
- * Impact factor :- Nil
- * h-index :- Nil

229.Areas of consultancy and income generated :- Nil

230.Faculty as members in : Yes

National committees b) International Committees c) Editorial Boards....

1. R. R. Rokad :- Other than Chairman of Board of study, Sau., Uni.

:- Member of diet Association Gujarat

Chepter

:- Life member of HSAI

2. B. B. Mehta :- Life member of HSAI

3. M. B. Mehta :- Co-opt member of Board of study, Sau., Uni.

231.Student projects :- Nil

a) Percentage of students who have done in-house projects

including inter departmental/programme :-

b) Percentage of students placed for projects in organizations

outside the institution i.e.in Research

laboratories/Industry/other agencies :-

232.Awards/ Recognitions received by faculty and students :-- Jethava

Neha, Gujarati Vidya Sabha, First in State Level

233.List of eminent academicians and scientists/ visitors to the
department :-

MLA - Jashumatiben Korat, Jetpur

MLA - Vasuben Trivedi, Jamanagar

DIN and Syndicate Member, Dr. Varshaben Chichia, Jamnagar

VC, Dr. Mahendrabhai Padalia, Sau, Uni.

KCG, Nandini Kanan, Gandhinagar

Syndicate Member, Dr. Mehulbhai Rupani

234.Seminars/ Conferences/Workshops organized & the source of
funding : NIL

a)National :-

b)International

235.Student profile programme/course wise: (2011-12)

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled *M *F	Pass percentage
UG	100	All	F	100%
PG	84	All	F	100%

236.Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100%	Nil	Nil
PG	100%	Nil	Nil

237.How many students have cleared national and state competitive
examinations such as NET, SLET, GATE, Civil services, Defense

services, etc. ? :- Nil

238.Student progression (2012-13)

Student progression	Against % enrolled
UG to PG	40%
PG to M.Phil.	
PG to Ph.D.	
Employed	
• Campus selection	
• Other than campus recruitment	5
Entrepreneurship/Self-employment	25

239.Details of Infrastructural facilities

- a) Library :- Yes UG - 3000 Books, PG - 1200 Books
- b) Internet facilities for Staff & Students :- Yes, (E-library)
- c) Class rooms with ICT facility :- Yes
- d) Laboratories :- Yes (FN, HM, CT)

240.Number of students receiving financial assistance from college, university, government or other agencies :-

SCHOLARSHIP 110 STUDENTS

241.Details on student enrichment programmes (special lectures / workshops / seminar) with external experts :- Yes

- Mehdni, Cooking, Ceramic, Bakery, Preservative, Farme work, Beauty Care, Programmes Organized by Department with External Experts

- LPG awareness seminar organized by department with indane gas Agency.

242.Teaching methods adopted to improve student learning :-

Multimedia, Powerpoint Presentation, Field Trip, Practical, Assignment, Internet Facility, Demonstration

243.Participation in Institutional Social Responsibility (ISR) and

Extension activities :- Yes

Blood Donation Camp, Tree Plantation, Teachers Day, Youth Festival, Continuing Education Programme, NSS, Sapthdhara, Cleanliness Awareness Programme.

244.SWOC(Strength, Weakness, Opportunity and Challenges) analysis of the department and Future plans :

Strength : Consultancy with NGO, Help to poor student, 100% result, Top ten student in Uni., Department Library and Laboratory

: As a social science course, it caters society with need of time cultivation and value base hours hold management education

Opportunity : Job opportunities in different fields,

- As a extension worker
- As a lab technician in 108 emergency service
- As a food inspector in food and drug department
- As a dietitian in hospital and health center
- As a ICDS officer
- As a CDPO in Anganvadi Center
- As a Interior Designer
- As a Textiles Designer & Fashion Designer
- As a travel Agent in Tour and Travelizom
- As a Housekeeper in Hotels
- As a Worker in Day care center and play House
- As a Programme officer in Health Department
- As a Research Officer / Assistant in National Nutrition

Monitoring Bauru

- IN the Field of Free lens Journalism
- In the Felid of Entrepreneurship like Beautic, Handicraft, toymaker, Preservative and Bakery Item, Catering, cooking class, food craft, tailoring and Knitting

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-- In the Education field -As a teacher, Lab assistant, instructor
in Pre- Primary, Primary High school, College, ITI
etc...

- As a nutritionist in KVK
- The Scope of UPCS and GPSC

Weakness: Less Awareness in Society

Future Plan: To increase the strength of Student
To Aware the People of Society
To organize state, National seminar and Workshop

Evaluative Report of the Departments

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the department **Department of Business Administration**
2. Year of Establishment **1996-97**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
 - a. UG course : **BBA (Bachelor of Business Administration)**
4. Names of Interdisciplinary courses and the departments/units involved
 - a. **Two electives (Specializations) given as per university syllabi**
 - i. Advanced Marketing Management
 - ii. Advanced Financial Management
5. Annual/ semester/choice based credit system (programme wise)
 - a. **Semester system with CBCS from Academic year 2010-11**
6. Participation of the department in the courses offered by other departments
No
7. Courses in collaboration with other universities, industries, foreign institutions, etc.
No
8. Details of courses/programmes discontinued (if any) with reasons
No
9. Number of Teaching posts

Shree G K & C K Bosamia Arts and Commerce College – JETPUR

	sanctioned	Filled
Professors		
Associate Professors		
Asst. Professors (Lecturers)	10	10

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specilization	No. of Years of Experience	No. of Students guided last year
Nitin R. Suba	M.Com., M.Phil., Phd (cont.)	Lecturer, Head - BBA, Head of Institute (Self Finance)	Accounting Finance	11	
Ushaben H. Jogi	M.Sc. (Maths) B.Ed.		Mathematics Statistics	12	
Ankit G. Joshi	M.Com. MBA (Cont.)		Economics Accounting	5	
Jayesh Virani	M.A. (Eng.)		English Communication skill	3	
Tarang H. Thaker	MBA		HRM	4	
Kamlesh M. Goswami	M.Com. MBA NET Cleared		Accounting	4	
Sanjay H. Kotak	MBA		Marketing	3	

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			Business Law		
Hiren H Bhuva	MBA NET Cleared		Finance HRM	1	
Kavita P Jogi	MBA M.Com. (Cont)		Finance Accounting	1	
Jalpa Bhatt	MBA		Marketing	1	

11. List of senior visiting faculty

Nil

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty

Nil

13. Student -Teacher Ratio (programme wise)

35 : 1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Technical Staff: Not required

Academic Staff sanctioned and filled: 3

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.

As per 10 above

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received

Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received

Nil

18. Research Centre /facility recognized by the University

Nil

19. Publications:

- * Publication per faculty
- * Number of papers published in peer reviewed journals (national / international) by faculty and students
 - By faculty = 2
 - By Students = 0
- * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

Nil
- * Monographs
- * Chapter in Books
- * Books Edited : 10
- * Books with ISBN/ISSN numbers with details of publishers
- * Citation Index
- * SNIP
- * SJR
- * Impact factor
- * h-index

20. Areas of consultancy and income generated

Nil

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards....

1. Nitin R. Suba – Life time Member, Indian Accounting Association

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme

- Preparing projects is compulsory for students as per university syllabi

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies

- No records

23. Awards/ Recognitions received by faculty and students

- NET exam cleared – Prof. Nitin suba
- NET exam cleared – Prof. Kamlesh Goswami
- NET exam cleared – Prof. Hiren Bhuva
- C1 certificate of SCOPE – Prof. Nitin Suba
- Phd entrance exam cleared – Prof. Nitin Suba
- Other than Chairman in the board of studies of Financial Management – Prof. Nitin Suba
-

24. List of eminent academicians and scientists/ visitors to the department

- Dr. Pratapsinh Chauhan – Dean, Prof and head, Dept of Business Management, Saurashtra University, Rajkot
- Dr. J. D . Jadeja – Prof. and Head, M S University, Baroda
- Dr. P K Priyan - Prof. and Head, S P University, VVnagar
- Dr. Suresh Savani – Bhavnagar university

25. Seminars/ Conferences/Workshops organized & the source of funding

a)National

b)International

- State Level seminar for management faculty students funded by self finance accounts and participation fees of students

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled *M *F	Pass percentage
BBA	185	135		

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
BBA	135	0	0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ?

- No formal mechanism of maintaining such records

29. Student progression

Student progression	Against % enrolled
UG to PG	
PG to M.Phil.	
PG to Ph.D.	
Employed	

Student progression	Against % enrolled
<ul style="list-style-type: none">• Campus selection• Other than campus recruitment	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

a) Library

a. More than 1400 books (including ready reference, practice books, reference books and other reading materials)

b. N-list (INFLIBNET)

b) Internet facilities for Staff & Students

a. Free internet facilities over wi-fi network in e-library from morning to evening

c) Class rooms with ICT facility

a. 8 classrooms with projector

d) Laboratories

a. No separate lab is needed, sharing 120 computer lab with BCA dept.

31. Number of students receiving financial assistance from college, university, government or other agencies

- From college : 2 students have been given full fees assistance while 12 students have been provided with facility to pay fees in installments
- From college staff : College staff has created a voluntary fund for needy students of college and 3 students have been provided assistance worth Rs. 12000/-.

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts

- State Level Seminar for Management faculty students with 4 external experts
 - Dr. Pratapsinh Chauhan – Dean, Prof and head, Dept of Business Management, Saurashtra University, Rajkot
 - Dr. J. D . Jadeja – Prof. and Head, M S University, Baroda
 - Dr. P k priyan - Prof. and Head, S P University, VVnagar
 - Dr. Suresh Savani – Bhavnagar university
- Special seminar on CMAT awareness – Career Launcher, Rajkot

33. Teaching methods adopted to improve student learning

- Group discussion and case study method in practical subjects
- Use of multimedia and video lectures of esteemed universities
- Use of e-resources for better reading and learning materials

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

- Mass participation in blood donation
- Cleanliness drive
- No Tobacco
- Mass Donating of grain to needy people through Rotary Club, Jetpur

35. SWOC(Strength Weakness Opportunity and Challenges) analysis of the department and Future plans

SWOC ANALYSIS

STRENGTH

- Qualified and experienced staff (M sc.(stat), M.B.A (finance and marketing), M.Com, NET cleared, M.A. (Eng))
- An appropriate teaching facilities (good construction, ventilated classroom, board and benches)
- Separate multi-media room for power point presentation.
- Providing Competitive atmosphere to student in order to develop their inner skills. (quiz competition, youth festival, seminar (state and national level), elocution competition, sports competition)
- Full-fledged E-library with bulk of books, 130 computers and Wi-Fi supported library.
- On line material availability (by separate syllabus planner in C.D.)
- Syllabus planner to accomplish course on time by each faculty member.
- Better guidance to students for their project report through web site.
- Arrangement of industrial visits in best company for practical knowledge.
- Digital education with case study.
- Better sanitation and clean classroom.
- Arrangement of various motivation programme to encourage students (student of the year, prize distribution ceremony.)
- Parents meeting to invite best suggestion and feedback.
- Faculty evaluation programme to improve the performance of each staff member.
- Regular attendance of students for maintaining discipline and punctuality in education.
- To arrange workshop for students for their better future (for C.A, C.S and M.B.A. entrance exam guidelines.)
- Better infrastructure facilities.
- Lecturers participation in various development programme (national and international seminar)
- Faculty participation in Entrepreneur development programme which is conducted in different district head quarter.
- Faculties' participation in other colleges as Guest & Expert lecturer.
- Universities rankers

WEAKNESS

- Rural area therefore lower attraction.
- Lack of placement opportunities

THREATS

- Reduction in demand of M.B.A. programme.
- Lack of awareness about management programme and its benefits.
- Competitive atmosphere in market (due to other colleges exaggerated promotion)
- Students craze to go in big centers for education.
- Misdirected approach of students.

CHALLENGES

- Through best promotional programme college can attract more students.
- In future better chance for M.B.A.
- Through best placement policy college can attract more and more company in campus.

Abbreviations

AAA	Academic and Administrative Audit
AQAR	Annual Quality Assurance Report
BISAG	Bhaskaracharya Institute For Space Applications and Geo-Informatics
CCC	Certificate in Computer Concept
CDC	College Development Committee
CEP	Continuing Education Programme
CRT	Class Room Test
DELL	Digital English Language Laboratarty
ED	Entrepreneur Development
EDI	Entrepreneurship Development Institute
FDP	Faculty Development Programme
IMA	Indian Medical Association
IQAC	Internal Quality Assurance Cell
KCG	Knowledge Consortium of Gujarat
MCQ	Multiple Choice Question
NET	National Eligibility Test
OES	ONLINE EXAMINATION SYSTEM
RDC	Research and Development Committee
RTI	Right To Information
SCOPE	Society for Creation of Opportunity through Proficiency in English
SF	Self Financed
SPG	Syllabus planner Guide CD
SPKM	SARDAR Patel Kelavni Mandal – JETPUR
SUCAB	Saurashtra University Centralized Admission Board