Charutar Vidya Mandal's

Natubhai V. Patel College of Pure and Applied Sciences

Accredited 'A' Grade by NAAC

Affiliated to Sardar Patel University

Near Mota Bazar, Vallabh Vidhyanagar - 388 120,
Dist.: Anand, State: Gujarat,India
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Annual Quality Assurance Report (AQAR) 2014-15

Submitted To

National Assessment & Accreditation Council (NAAC)

Nagarbhavi, Bangaluru - 560072

May, 2015

Natubhai V. Patel College of Pure and Applied Sciences, Vallabh Vidyanagar
The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

AQAR for the year *(for example 2013-14)*

2014-15

1. Details of the Institution

1.1 Name of the Institution	CHARUTAR VIDYA MANDAL'S Natubhai V. Patel College of Pure and Applied Sciences
1.2 Address Line 1	Near Post Office,
Address Line 2	Mota Bazar
City/Town	Vallabh Vidyanagar
State	GUJARAT
Pin Code	388 120
Institution e-mail address	nvpascollege@yahoo.co.in
Contact Nos.	02692-235500/234111
Name of the Head of the Institution:	Dr. Basudeb Bakshi
Tel. No. with STD Code:	02692-235500/234111
Mobile:	09427382875
Name of the IQAC Co-ordinator:	Dr. Rita N. Kumar
Mobile:	09825924687
IQAC e-mail address:	ritankumar@yahoo.co.in

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*

GJCOGN13836

1.4 **NAAC Executive Committee No. & Date:**
  (For Example EC/32/A&A/143 dated 3-5-2004.
  This EC no. is available in the right corner- bottom
  of your institution's Accreditation Certificate)

EC/PCA/48/40 dated 8-3-2009

1.5 Website address:

www.nvpas.edu.in

Web-link of the AQAR:

www.nvpas.edu.in /AQAR 2014-15.doc

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	A	3.10	2009	5 Years
2	2nd Cycle	-	-	-	-
3	3rd Cycle	-	-	-	-
4	4th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   25.06.2009

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*(for example AQAR 2010-11submitted to NAAC on 12-10-2011)*
  i. AQAR 2013-14 Submitted to NAAC on   14.10.2014 (Online)
  ii. AQAR 2012-13 Submitted to NAAC on   26.09.2013 (Online)
  iii. AQAR 2011-12 Submitted to NAAC on   28.09.2012 (Online)
  iv. AQAR 2010-11 Submitted to NAAC on   21.09.2011
  v. AQAR 2009-10 Submitted to NAAC on   01.07.2010

1.9 Institutional Status

University   State √ Central ☐ Deemed ☐ Private ☐

  Affiliated College   Yes √ No ☐

  Constituent College   Yes ☐ No √

  Autonomous college of UGC   Yes ☐ No √

  Regulatory Agency approved Institution   Yes ☐ No √
  (eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution	Co-education	√	Men		Women	
	Urban		Rural	√	Tribal	
Financial Status	Grant-in-aid		UGC 2(f)	√	UGC 12B	√
	Grant-in-aid + Self Financing		Totally Self-financing	√		

1.10 Type of Faculty/Programme

Arts	Science √	Commerce	Law	PEI (Phys Edu)
TEI (Edu)	Engineering	Health Science	Management	

Others   (Specify)

B.C.A.

M.Sc. IT Integrated Course (5 Years)

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

Sardar Patel University

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

Autonomy by State/Central Govt. / University   --

University with Potential for Excellence	--	UGC-CPE	--
DST Star Scheme	--	UGC-CE	--
UGC-Special Assistance Programme	--	DST-FIST	--
UGC-Innovative PG programmes	--	Any other (*Specify*)	--
UGC-COP Programmes	√		

2. IQAC Composition and Activities

2.1 No. of Teachers

| 16 |

2.2 No. of Administrative/Technical staff

| 01 |

2.3 No. of students

| 03 |

2.4 No. of Management representatives

| 03 |

2.5 No. of Alumni

| 02 |

2. 6. No. of any other stakeholder and community representatives

| 01 |

2.7 No. of Employers/ Industrialists

| 01 |

2.8 No. of other External Experts

| 01 |

2.9 Total No. of members

| 28 |

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. | 14 | Faculty | 10 |

Non-Teaching Staff Students | 1 | Alumni | 1 | Others | 2 |

2.12 Has IQAC received any funding from UGC during the year?   Yes   No

If yes, mention the amount | Rs. 1,21,300 | Yes | √ | No | |

2.13 Seminars and Conferences (only quality related)

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

Total Nos. | 2 | International | | National | √ | State | | Institution Level | √ |

(ii) Themes | 1. Empowering Educational System through Quality Enhancement & Capacity Building of Teachers and Students 2. Redefining Administrational Potential |

2.14 Significant Activities and contributions made by IQAC

1. IQAC has successfully conducted Seminars/Workshops for Teaching and Non-teaching faculty.
2. IQAC has promoted research culture among staff and students.
3. IQAC has prepared proposal for C.P.E.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
1. To empower the teachers and students for quality education. 2. To strengthen the skills of office staff	1. National Seminar where >100 participated . 2. Inter institutional workshop >43 participated.

Attach the Academic Calendar of the year as Annexure.

(Annexure – I: *Academic Calendar:* Page No.28-29)

2.15 Whether the AQAR was placed in statutory body   Yes √   No ☐

Management ☐   Syndicate ☐   Any other body √

Provide the details of the action taken

The AQAR was placed before Advisory Committee of the Institution which included management personnel and academic experts from various institutions. It was reviewed by the committee and suggestions were incorporated.

Part – B

Criterion 1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	08	-	08	-
PG	01	-	01	-
UG	12	-	12	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	01	01
Certificate	-	-	01	01
Others	-	-	-	-
Total	21	-	23	02

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

- Ph.D.: 08 (Chemistry, IC, Physics, ES, Botany, BT, MI, Biochemistry)
- PG: 01 (M. Sc. IT)
- UG: 12 (1 BCA+ 11 B.Sc. that includes CS, IT, INS, BT, GT, BNF, ES, MI, CHEM, IC, MATHS)
- Diploma: 01 (Process Development in Industrial Biotechnology)
- Certificate programme: 01 (Process Development in Industrial Biotechnology)

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options: Core and Elective options as per guidelines of Sardar Patel University.
    (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	15
Trimester	-
Annual	-

1.3 Feedback from stakeholders*   Alumni [√]   Parents [√]   Employers [√]   Students [√]
    (On all aspects)

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

Please provide an analysis of the feedback in the Annexure:
(Annexure – II: *An analysis of the feedback*   **Page No.30)**

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

Semester system & CBCS pattern was implemented from June 2010 as per University norms. The syllabi were revised in 2010 as per semester system. Next revision will be initiated after five years.

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

NA

Criterion – II. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
63	32	02	Nil	Physical Instructor: 1 Librarian: 1 Adhyapak Sahayak: 1 Trainee Teachers:29

2.2 No. of permanent faculty with Ph.D.

23

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
Nil	Nil	NA	NA	NA	NA	29	Nil	29	Nil

2.4 No. of Guest and Visiting faculty and Temporary faculty

Nil		Trainee teachers: 29		Adhyapak sahayak: 01

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	19	02
Presented papers		08	01
Resource Persons	02	-	08

2.6 Innovative processes adopted by the institution in Teaching and Learning:
Following innovative practices are followed in teaching learning process:

1. Apart from lecture method, faculty members are encouraged to practise innovative teaching methods. LCD projectors & laptops are provided to all the departments. Faculty members make use of this facility for classroom teaching. This facility is also extended for students seminar to improve their presentation skills
2. Smart classroom/language labs are used for teaching.
3. Increase in the number of ICT enabled classrooms
4. WIFI Campus for faculty students to make use of internet for study material.
5. Project based learning, field work, study tour, competitions, exhibitions, group discussion methods are used.

6. Seminars/workshops/symposia.
7. Encouragement for participation in various state/national level competitions.
8. Remedial class and crash course for weak learners.
9. Entrance Exam preparation cell for advance learners.
10. On line aptitude test
11. Knowledge sharing forum, carbon foot print club and technoinnaprenur club for co-b curricular learning.

2.7 Total No. of actual teaching days during this academic year

| 180 |

2.8 Examination/ Evaluation Reforms initiated by
the Institution (for example: Open Book Examination, Bar Coding,
Double Valuation, Photocopy, Online Multiple Choice Questions)

1. Showing answer sheets of both unit test and prelims to students and parents.
2. Verification of internal marks by the student and the concern examination committee in charge before submitting the same to the university.

2.9 No. of faculty members involved in curriculum
restructuring/revision/syllabus development

| BOS: 18 | Faculty: 09 | |

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

| 75% |

2.11 Course/Programme wise

distribution of pass percentage : Grade point system has been implemented from year 2010.
University declares result in the form overall passing percentage and Not clear students.

Title of the Programme	Total no. of students appeared	Division				Pass %
		Distinction %	I %	II %	III %	
B.Sc.6th Semester	119	29	40	31	06	89.00
BCA 6th semester	82	-	13	32	37	100.00

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :
The IQAC of the institution every year submits the Annual Quality Assessment Report to the NAAC. On the basis of data filled in the previous year and on the basis of SWOT analysis, IQAC recommends the parameters for the various academic activities and co curricular activities of the institution.
IQAC contributes the process by following ways:

1. It ensures that the curriculum goals are met and that this is in keeping with the goals of higher education. It plays an active role in forming an agenda and works along with various committees.
2. In the beginning of semester teaching plan is prepared and monitored by IQAC.
3. It monitors the implementation of the curriculum. It ensures that suggestions are implemented to enhance the overall potential of the students.
4. It suggests and organizes workshops and sensitization programmes for the upliftment and capacity building of faculty.

5. It recommends use ICT in the class room teaching.
6. It encourages the faculty to attend workshops/seminar/symposia to present papers at national or international level.
7. It initiates the collection of feedback from students, alumni and parents which is then analyzed for suggestions on further improvement.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	01
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	02
Faculty exchange programme	-
Staff training conducted by the university	01
Staff training conducted by other institutions	42
Summer / Winter schools, Workshops, etc.	05
Others (FDP)	01

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	09	Nil	Nil	Nil
Technical Staff	11	Nil	Nil	Nil

Criterion – III Research, Consultancy and Extension

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

> 1. IQAC encourages & guides faculty to prepare proposals for major & minor research projects.
> 2. IQAC suggests the authority for strengthening research facilities.
> 3. IQAC prepared proposal for CPE & submitted.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02	07	Nil	02
Outlay in Rs. Lakhs	20,61,863/-			

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		04	01	nil
Outlay in Rs. Lakhs		96,00,000/-	3,00,000/-	

3.4   Details on research publications

	International	National	Others
Peer Review Journals	15	11	nil
Non-Peer Review Journals	nil	Nil	
e-Journals		02	
Conference proceedings	nil		

3.5 Details on Impact factor of publications:

Range 0.5-5.0   Average [   ]   h-index [   ]   Nos. in SCOPUS [   ]

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned (Rs.)	Received (Rs.)
Major projects	2014-15	DBT, UGC, ISRO	96,00,000	38,71,000/-

Minor Projects	2014-15	UGC	7,10,000/-	3,80,000/-
Interdisciplinary Projects	2014-15	DBT	CONSIDERED IN MAJOR PROJECTS	NIL
Industry sponsored	NIL	NIL	NIL	NIL
Projects sponsored by the University/ College	NIL	NIL	NIL	NIL
Students research projects *(other than compulsory by the University)*				
Any other(Specify)	NIL	NIL	NIL	NIL
Total	2014-15		1,03,10,000/-	42,51,000/-

3.7 No. of books published   i) With ISBN No.   08   Chapters in Edited Books   02

ii) Without ISBN No.   NIL

3.8 No. of University Departments receiving funds from

UGC-SAP   NA   CAS   NA   DST-FIST   NA

DPE   NA   DBT Scheme/funds   NA

3.9 For colleges   Autonomy   NA   CPE   NA   DBT Star Scheme   NA

INSPIRE   NA   CE   NA   Any Other (specify)   NA

3.10 Revenue generated through consultancy   NIL

Level	International	National	State	University	College
Number	NIL	02	04	NIL	NIL
Sponsoring agencies	--------	GSBTM	GUJCSOT, CVM	-------	-----

3.11 No. of conferences organized by the Institution

3.12 No. of faculty served as experts, chairpersons or resource persons   04

3.13 No. of collaborations   International   NI   National   01   Any other   [ ]

3.14 No. of linkages created during this year   03

3.15 Total budget for research for current year in lakhs :

From Funding agency   Rs. 42,51,000/- (Grants received)   From Management of University/College   Rs.2,00,000

Rs. 42,51,000/-

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	NIL
	Granted	NIL
International	Applied	NIL
	Granted	NIL
Commercialised	Applied	NIL
	Granted	NIL

3.17 No. of research awards/ recognitions   received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
04	NIL	NIL	NIL	02	NIL	02

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

07

10

3.19 No. of Ph.D. awarded by faculty from the Institution

02

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF   03   SRF   02   Project Fellows   NIL   Any other   02

3.21 No. of students Participated in NSS events:

University level	170	State level	20
National level	16	International level	NI

3.22 No. of students participated in NCC events:

University level	94	State level	23
National level	26	International level	---

3.23 No. of Awards won in NSS:

University level	-	State level	05
National level	03	International level	---

3.24 No. of Awards won in NCC:

University level	-	State level	05
National level	03	International level	-

3.25 No. of Extension activities organized

University forum	---	College forum	02		
NCC	01	NSS	10	Any other	01

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

Sr No	NSS, NCC & Other committees undertook various extension activities listed below:
1	Rally on AIDS Awareness
2	Free Medical Checkup Camp
3	Free Eye Checkup Camp
4	Demonstrations for 'Superstition Eradication'
5	Blood Donation camp
6	Street plays on 'Save Girl Child' and 'Clean India Mission'
7	Demonstration on 'Food Adulteration'
8	Special coaching for computer teachers of village school
9	Teaching by college students in village schools
10	Distribution of medical kits to residents of old age home
11	Distribution of new blankets and abandoned cloths among the poor and needy

Criterion – IV Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	2.96 Acres / 6796 mts	-	Self Finance (CVM)	2.96 Acres / 6796 mts
Class rooms	21	-	Self Finance (CVM)	21
Laboratories	27	-	Self Finance (CVM)	27
Seminar Halls	Auditorium – 1 Class Room (316)	-	Self Finance (CVM)	1
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		4 Projectors	Self Finance (CVM)	4
Value of the equipment purchased during the year (Rs. in Lakhs)	-	1.14	Self Finance (CVM)	10.19
Others equipment's (Rs. In Lakhs)	-	2.62	Self Finance (CVM)	2.62

4.2 Computerization of administration and library

> Central Library is fully furnished with reading room, internet, multimedia and reprographic facilities. Books are completely bar-coded. Soul software is used for the smooth Functioning of library work.
>
> The process of the institute administration is computerised. All data related to academic, non-academic activities, exam results have been computerized in a software developed by staff member and computerization is also include other aspects of office administration like issuing of certificates, payroll etc.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (Rs.)	No.	Value (Rs)	No.	Value (Rs.)
Text Books	16332	1803815.00	89	22782.00	16421	18,26,597.00

Reference Books	679	6,58,411.95	2	1690.00	681	6,60,101.95
e-Books	INFLIBBNET					
Journals	17	15960	2	2900	19	18860
e-Journals	INFLIBNET					
Digital Database	-	-	-	-	-	-
CD & Video	19	2500	-	-	580	2500
	523	Free	57	Free		
Others — Magazines	38	23046	2	1100	40	24146
Others — News Paper	7	6860	-	-	7	7089

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	216	126	66	-	-	6	8	10
Added	-	-	-	-	-	-	-	-
Total	216	126	66	-	-	6	8	10

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

Computer and Internet Access : Internet access is available in 66 computers at Computer lab, Principal Office, Administrative Office and Heads Of the Department for Academic and Administrative work. Wi-Fi facility to access internet is available to all registered staff members and students.

Advanced Learner Cell : Computer Science Department has started an "Advanced Learner Cell" from academic year 2014-15 with aim of organizing workshops and seminars beyond syllabus content. Workshops are conducted to provide hands on training for technology upgradation to students and teachers.

MOODLE software implementation – Through IQAC, MOODLE (Modular Object Oriented Dynamic Learning Environment) software has implemented by Computer Science Department which is a free, Online Learning Management system enabling educators to create their own private website filled with dynamic courses that extend learning, any time, anywhere. This system can be used by parents and students through the link available in college website which can be accessed from anywhere to view monthly attendance, marks of various test conducted by the college and uploaded assignments, material and events information uploaded by the faculty members.
The faculty members were trained how to upload their profile information, assignments files, convey message , upload marks of various test conducted by the college and other facilities of MOODLE.

Orientation session was organized to make students aware about how to access various features and data uploaded in MOODLE.

4.6 Amount spent on maintenance in lakhs :

i) ICT
0.14

ii) Campus Infrastructure and facilities
65.85

iii) Equipments
0.98

iv) Others
5.86

Total :
72.97

Criterion – V Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Welcome address to new enrollers by Principal on First Day includes information about students support services.
2. "Parampara" – the unique program where all new enrolled students were called for general meeting on 6th August, 2014 at Sardar Memorial Trust, Karamsad. The students were informed about various students support services such as NSS, NCC, KSF, Gyandhara, Women Development Cell, CFP, Anti-Ragging Cell, Anti Tobbaco Cell, Youth Festival, Cultural program etc. > 600 students participated.
3. College has students Madhaystha Samiti to provide the information and support about various students services. These students' council activities are monitored and guided by the IQAC members.
4. Saptadhara funding from Gujarat Govt. worth Rs. 60,000'/- for student support services.

5.2 Efforts made by the institution for tracking the progression

1. Inter action with students during various curricular and co-curricular activities.
2. Percentage of participation in quiz/seminar/competition/sports etc.
3. Result of weekly unit tests and prelim tests.
4. Monitoring through counselors about overall performance

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1542	--	--	--

(b) No. of students outside the state
109

(c) No. of international students

Men	No	%	Women		No	%
	881	57.13			661	42.86

Last Year (2013-14)						This Year (2014-15)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
943	33	71	186	nil	1233	1110	54	98	280	nil	1542

Demand ratio-   not applicable   Dropout % 2.82

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

1. For preparing the students for competition examinations, college has EEPC Cell which conducts classes throughout the year and prepares them for Entrance Exam in the field of Biological Sciences. The EEPC cell run by Faculty members Dr. Kundan Mishra, Dr. Amit Ballani and Dr. Urvish Chhaya.
2. Joint Admission Test for M.Sc. The special classes are conducted for the B.Sc. Maths students interested to join Post-graduate program. The students are selected from Second and Third Year based on their merit. Mr. B.P. Patel and Mr. Niraj Babaria conduct the classes.
3. The books for entrance exam preparation are made available in the library.

No. of students beneficiaries   86

5.5 No. of students qualified in these examinations

NET   -   SET/SLET   -   GATE   CAT   -

IAS/IPS etc   -   State PSC   -   UPSC   Others   -

5.6 Details of student counselling and career guidance

NVPAS has strong COUNSELING SYSTEM /MENTORING SYSTEM since inception i.e. 1996. It functions with the goal of making the students' graduation process more efficient and smooth. It enables the students for self discovery growth, building self confidence, problem solving and to achieve educational and professional goals.

The college has its counselling committee with a counselling coordinator and sectional coordinators for monitoring effective implementation and execution of counselling policies adopted by the college. For this academic year Mentoring Coordinator Dr. Shveta Joshi was provided with a team of 55 mentors/counselors. To strengthen the process and to encourage the counselors, the Best Counselor Award is declared every year. This year the award was bagged by Dr. Mehul Dave (B.Sc.) and Mr. Mayur Patel (B.C.A.).

Career Counseling: "Career Quantum" is unique forum which conducts the programs for Final Year students to know about various career options/P.G. programs available after bachelor's degree. By this forum, every year expert faculties are invited to guide the students of final semester. These invited faculties are from the esteemed institutions like ISTAR, ARIBAS and other PG Institutions of SARDAR PATEL UNIVERSITY. They provide proper information and guidance in their subject areas.

No. of students benefitted

1542

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
-	-	-	02

5.8 Details of gender sensitization programmes

The CWDC organizes various events on the campus like seminar, workshops, guest lecture, self defence training, poster making, and poetry writing competition to aware the girl students and women staff members about their role in the society. The Ladies Representatives of various class are the members of the CWDC in our co-educate environment. The cell believes in gender equity.

This year, International Women's Day was celebrated on 9th March 2015, where Dr. Manisha Goel, Assoc. Proff., Pramukhswami Medical College, Karamsad, was invited to interact with college girl students. She delivered a talk on "Women Health and Empowerment" and the college girls students and women faculty members (teaching and non-teaching) actively participated during the session. Faculty members and girl students also participated by giving the views and their thoughts on women and social life. Active participants were appreciated by awarding memento during prize distribution function.

5.9 Students Activities

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

State/ University level   250   National level   09   International level   nil

No. of students participated in cultural events

State/ University level [40] National level [nil] International level [nil]

5.9.2   No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level [33] National level [09] International level [nil]

Cultural: State/ University level [74] National level [nil] International level [nil]

5.10 Scholarships and Financial Support

	Number of students	Amount (Rs.)
Financial support from institution	01	39,000/- fees waived
Financial support from government	99	45,07,720/-
Financial support from other sources	03	50,800/-
Number of students who received International/ National recognitions	nil	nil

5.11   Student organised / initiatives

Fairs   : State/ University level [nil] National level [nil] International level [nil]

Exhibition: State/ University level [01] National level [nil] International level [nil]

5.12   No. of social initiatives undertaken by the students [02]

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

Criterion – VI Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Natubhai V. Patel College of Pure and Applied Sciences (NVPAS) was established in 1996 with the following vision and mission.

➢ **Vision-** We are determined to constantly strive towards excellence in science education and research by promoting academic freedom, experimentation with new paradigms and creativity in complete alignment with the principles of human well being and social welfare.

➢ **Mission**- College has an aim to impart quality education and cultivate a community of enlightened minds with insatiable thirst for knowledge who acquire and apply scientific knowledge within the compass of ethical, ecological and economic values for the sustained and inclusive growth of society and nation.

6.2 Does the Institution has a management Information System

Yes, The Principal conducts the periodic meeting of HOD/staff/students to convey the information, which helps in effective implementation.

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

6.3.1 Curriculum Development

1. Choice based credit system has been implemented from 2010 by Sardar Patel University
2. The curricula are revised regularly by university for all subjects. Several faculty members are Board of studies members and Principal is member of P.G. Board of Council.

6.3.2 Teaching and Learning

PLANNED ACTIVITIES:-
➢ Individualized websites of the teachers for providing information for web resources, reference books and other worthwhile information.
➢ Extensive use of ICT.
➢ Introduction of new Certificate and Add on courses.
➢ Organizing national and state level seminar, workshop and conference on different discipline.

- Organizing industrial visit/study tour.
- Organizing "Hands on training" in various subjects.
- Faculty Development Programme by external agencies.
- Weekly tests (Unit Test) College conducts weekly tests on every Monday from 10.30 am to 11.30 am for all the students
- Remedial and tutorial classes for first year students are conducted during morning and evening sessions to help the students in solving their academic difficulties.
- EEPC and NBTCBC - College has established Entrance Examination Preparation cell (EEPC) and NBTCBC(Network of Biotechnology for Capacity Building Cell) by GSBTM as nodal centre for Anand-Vadodara region to train the students to clear National level entrance examinations to get admissions to various PG courses.

6.3.3 Examination and Evaluation

Evaluation blue print: Evaluation guidelines are prepared by the Examination coordinator of the college with team members and Heads of the department. Evaluation guidelines are circulated among all the departments.

Theory Exam (Internal & Preliminary)

The students and faculty members are notified about Term Examination Schedule in beginning of the academic term. Exam Coordinator circulates the exam time table, guidelines about mark distribution patter and evaluation patter, assessment duration and mark sheet submission through notices and briefing the exam committee members who are representatives from each department.

Practical examinations-

Guidelines for practical examinations is given by the Head of the Department to faculty members in departmental meeting prior to examinations regarding question framing pattern , distribution of marks based on time duration, submission of evaluation sheet in consultation with departmental examination representative.

- The teaching learning process is continuously reviewed and evaluated by the HOD's of various departments and the Principal of the college.
- The college follows the academic schedule given by the Sardar Patel University. The college prepares academic calendar based on the Term schedule given by the University.
- The college Principal conducts meeting with First Year students in beginning of the academic year to familiarize them with the academic schedule and the methods of evaluation adopted by the college.
- The HOD assigns the theory and practical classes to the concern faculties as per the time table provided by the college.
- The HOD in consultation with faculty reviews the course completion and the other aspects of class room teaching and sends the course completion report to the Principal periodically (4 times per semester). The Principal of the college discusses various aspects during HOD's meeting and makes necessary suggestions for further action.
- The student attendance is monitored and reviewed by the respective counsellors and those with inadequate attendance are specially identified and the parents are informed by the post and telephone for information and corrective & control measures.
- The suggestions from the students obtained through suggestion box are reviewed time to time by Grievance Redressal Committee and Principal, the academic problems are addressed by taking necessary actions.

- The HOD's make result analysis in consultation with faculty for each exam and send their reports to Principal, who in turn generates necessary suggestions
- Faculty performance evaluation is designed by three ways in order to incarcerate their performance and talent based on their teaching skills and continuous comprehensive evaluation; Co-curricular /Extracurricular activities; Extension activities and research contribution.

(1) **Self Appraisal Method**: The faculty members are provided with Teacher's Diary (a day to day record book of faculty's activities and achievements) and self appraisal format (also called as Academic Audit) or Annual Performance Index (API) which is duly filled and submitted by all faculty members regularly. It

reflects the individual proficiency in academic, scholastic and research contribution. Self appraisal forms are analyzed by Head of the institution and if required conveyed to the management.

(2) **Feedback from Peer Review:** This is a practice carried out by the Principal/HOD by making a surprise visit to the faculties theory/practical hours. S/he evaluates faculties for their teaching proficiency, efficiency, regularity and communication skills based on the prescribed format.

(3) **Evaluation by Students:** Review of faculty is also accomplished by student feedback where students are legitimate to provide their feedback in the prescribed format regarding the faculty of their concerned subjects. Depending upon the feedback Head of the institution takes appropriate action.

Principal gathers information from all the above three criterias, which includes academics, co-curricular and extracurricular activities. This information is analysed and essential measures are suggested

6.3.4 Research and Development

Though the institution being an under graduate college, it also has Ph.D. program in various subjects. It is actively involved in research activities since the inception of the college. The college has at present 11 (7 Major + 4 Minor) ongoing research projects having total worth of Rs 1,03,10,000/- from various funding agencies like DBT, UGC, ISRO etc. Presently seven faculty members are recognized Ph.D. guide by Sardar Patel University.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Bar-coding system and soul software is employed for issue and return of books.
Library is equipped with INFLIBNET to access different journals and to access research related articles.
Wi-Fi facility allows internet facility to the students in the library premises.
Most of the classes are facilitated with LCD Projectors
Smart Board is introduced in English Laboratory
One of the chemical science laboratory has been renovated
Microbiology department has purchased Lypholizer, MultiscanGO and Temperatre controlled Incubator (15-50 °C)
Chemical Science Department has got two Fumigation chambers

6.3.6 Human Resource Management

Best Administrative Practices:
CVM reviews administrative policies, procedures and practices with a view to adopting best administrative practices, increasing effectiveness and efficiency, in turn ensuring transparency & accountability. Some good administrative practices are:
1. Decentralization of administration.
2. Selection and retention of highly qualified faculty.
3. Implementation of UGC sixth pay to all the staff members from November 2007.
4. Encouragement for active participation of faculty members in various seminars/conferences.
5. Financial support for organizing workshop, conference, consultancies and extension services both on and off the campus.
6. Identifying the capability, faculty members are time to time appointed and utilize in various committees.

6.3.7 Faculty and Staff recruitment

Recruitment Procedure:

Well qualified faculty is recruited as per university/state government norms. As per the norms and conditions of university and state Government, vacancies are notified in National and regional dailies keeping a reasonable time frame for receipt of filled in applications. A formal interview is carried out by a board comprising of One VC Nominee, Principal of the college, Chairman of the College Management Committee.

Selection of the permanent faculty is based on individual merit and overall score in the interview. After the appointment, the approval is sought from the syndicate of the affiliating university. If number of applicants are in very large numbers than screening test is conducted to shortlist the candidate for an interview.

6.3.8 Industry Interaction / Collaboration

The college has a strong collaboration in terms of MoU with following agencies :
1. GUJCOST, Sponsored by Govt. of Gujarat, Gandhinagar
2. Regional Telecom Training Centre, BSNL, Ahmedabad
3. Space Application Centre, ISRO, Ahmedabad.

NVPAS has large number of Industry interaction for placement and academic activities for student and teachers. This year the students had the privilege for interaction with various industries- Second Year I.C. (30) students were taken for a visit of 1.Swiss Glasscoat Limited, 2. Polycoat and 3. Berger Paints

Third Year I.C. Students (30) visited Agrotech Private Limited.

S.Y. & T.Y. Instrumentation students (26) and S.Y. & T.Y.B.C.A. students visited Regional Telecom Training Centre, BSNL, Ahmedabad

6.3.9 Admission of Students

Students are admitted to the different programmes by adopting following methodology.

(A) Admission to first semester B.Sc.:
This year the entire process of admission was regulated by the Government of Gujarat through ACPC(Admission Council for Professional Courses). The college was also selected as the ACPC help centre for B. Sc. and Pharmacy Admissions in the Anand District. Online admissions were given on the basis of merits. The students who passed in 12th science in 'A' group are admitted to first semester B.Sc.mathematics group, students who passed in 12th science with B group are admitted to first semester B.Sc. Biology group, while students passed 12th science with both 'AB' group can be admitted either to first semester B.Sc. Mathematics or Biology group as per their choice.

(B) Admission to B.C.A.
Admission to first semester B.C.A. is also given on first cum first serve basis to those students who passed 12th science, commerce, or arts either from state board or any other recognized board with English as one of the compulsory subject.

(C) Admission to M.Sc. IT (integrated):
College has started five years integrated course in M.Sc. information technology (IT) from June, 2012. Admission to this course is also on first come first serve basis to those students who passed 12th science/commerce.

(D) Any other:
(1)College also gives admission to those students who passed supplementary examination up to the month of August of current academic year.
(2) College also gives admission to those students who have some gap in between their studies by submitting the affidavit with the necessary documents.

6.4 Welfare schemes for

Teaching	2
Non teaching	2
Students	3

6.5 Total corpus fund generated   Rs. 45,07,720 /-

6.6 Whether annual financial audit has been done : Yes √   **No**

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	------	Yes	IQAC
Administrative	Yes	Chartered Accountant firm M/s Appaji Amin & Company and Mr. Kiranbhai F. Patel Company	Yes	CVM Management

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes   Yes ☐   No √

For PG Programmes   Yes ☐   No √

6.9 What efforts are made by the University/Autonomous College for Examination Reforms?

The University Examination Reform Unit takes care of the exam related issues and in consultation with the affiliated colleges and departments introduces new practices time to time. The students who have not cleared the university examination and if they apply for reassessment, first answer sheets are shown to them by university before reassessment of the answer sheets. If the student is not satisfied he can apply for reassessment CCTV cameras are installed in University Exam Centre.

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

Yes, University intends to give autonomy for conducting exams of COC

6.11 Activities and support from the Alumni Association
Alumni's contribution:
➢ Helping in various activities of madhyastha samiti
➢ Contributing books in book club
➢ Expert lecture delivered by alumni
➢ Campus interview was conducted through alumni
➢ Regular Attendance in alumni meetings
➢ Contribution for creating facilities for institute.

Some faculty members are alumni of this institution. Directly Students are not members of IQAC Committee, but indirectly they hold positions in the College Central Committee wherein they carry out activities and contribute in IQAC. Incorporating students from each class to IQAC has helped in effective functioning. The General Secretary (GS), Class Representative (CR) and Ladies Representative (LR) meet the student body time to time or as and when required. Suggestions are invited from our esteemed alumni and current students through meeting and are implemented. The feedbacks received from alumni are

valuable and help in improving the quality of teaching-learning, facilities for students and teachers and beautification of campus. During college functions and any other activities, alumni provide helping hand to maintain discipline, attendance and other support.

6.12 Activities and support from the Parent – Teacher Association

The College has parents-teacher association which organizes parent, faculty and student meeting in the first or second week of December after the results of first internal examination are prepared. Invitation letters are sent in advance regarding the date, venue and result card of their wards with special mention about the highest marks scored in each subjects. Open house is organised on week end and teaching faculty are allotted duties in specific class room based on the subjects taught by the faculty. Registration committee welcomes parents with their wards and are given the merit number of their ward with average of attendance. Parents with their ward then visit each subject teacher and counsellor for direct interaction, for observation of answer-sheets, for remedial measures.

6.13 Development programmes for support staff

Professional development of non-teaching staff:
1. Non-Teaching staffs are encouraged to attend seminars concerned to their subject and occupation.
2. Arranging training for handling computer and using different softwares associated to their work specially for library and office staff.
3. College office staff has under taken training to use tally software.
4. The college librarian is skilled with the uses of SOUL software for maintaining all records of books/magazines properly.
5. The administrative and supporting staff is trained to use new machines and equipments like Photocopier, Printer, Scanner etc.
6. Trainings are organized to update all laboratory assistants regarding new instruments and new practical course curriculum.
7. Two days workshop was organised for non teaching staff on "Redefining administrative potential" for nonteaching staff on 14th and 15th May 2014.

6.14 Initiatives taken by the institution to make the campus eco-friendly.
Institution has taken various initiatives to make the campus eco-friendly:
➢ Energy consumption in classroom, laboratories, auditorium, corridors and quadrangle is closely monitored. Students are instructed to switch off the power immediately after classes or labs are over
➢ In order to reduce the electricity consumption the walls of classrooms and labs are painted with lighter shades
➢ The discipline committee and student representatives ensure that the classrooms and campus are kept clean. Dust bins are kept at all places to maintain cleanliness
➢ Nature club of college organizes various programmes to spread awareness about environmental pollution and preventive measures among students and society
➢ Students and staff members are suggested to make optimum use of public transportation system to avoid pollution and conservation of natural resources

➢ The carbon foot print club aims at spreading awareness among students and society regarding the emission of Carbon Dioxide and knowing their own carbon foot print. Various activities are organized by this club to raise awareness regarding conservation of mother earth

Criterion – VII Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

1. Advanced Learners' Cell (CS)
2. Best Project Award (CS)
3. IT Knowledge Gallery (CS)
4. Teaching to under privilege students of slum area by the college students.

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

Most of the plans chalked out in the beginning of the year are successfully executed.
1. New LCD Projectors have been installed in specific classrooms.
2. Chemistry Lab with capacity of 90 students has been renovated.
3. The department of Microbiology tested drinking water in college as well as in library building by to ensure purity.
4. A special Talk-Zone has been allotted to the students to use mobile cell phone outside the college premises.
5. Portable mike system facility for addressing big classrooms.

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

A. Provision of payment of fees in instalments and offering helping hand to students in obtaining various scholarships.
B. Gyan Goshthi (Readers' Club)

(Annexure III-A Best Practice: 1 Page No. 31-32)
 Annexure-III-B Best Practice: 2 Page No. 33)

*Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

* Use of Plastic cups and bags has been prohibited in the campus
* NSS Unit organizes tree plantation programme every year

- During Annual NSS Camp in January 2015, students were oriented about safety measures to be taken for safety of human beings and birds while celebrating Kite Flying Festival
- In order to control pollution, every Saturday the staff members travel by common transportation facilities on sharing basis.
- Dustbins are arranged at various places.

7.5 Whether environmental audit was conducted?   Yes [√]   **No** [ ]

In order to keep the campus eco-friendly and green, the college IQAC team conducts environmental audit at regular intervals.

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)
Strengths:
- Qualified experienced and dedicated faculty.
- Supporting management
- Favourable professional environment for the organic growth
- Extensive use of ICT in teaching learning.

Weakness:
- Lack of space for further development of campus.

Opportunities:
- More linkages with industry/academic organization.
- Preparing students for global competence.

Threats:
- Detrimental competition due to budding up of many educational institution.
- Sufficient strength of students & maintenance of infrastructural amenities
- Developing communication/soft skills among students of vernacular medium.
- Retaining well qualified human resources.

8. **Plans of institution for next year**
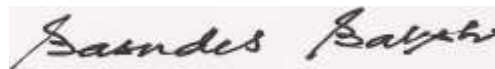
- To introduce new Add-on courses and Certificate Course by various departments
- To start classes for preparation of IIT-JAM examinations for Mathematics
- To develop an e-learning system for the college
- To start Certificate Course in Office Automation and Web Designing
- To start a short-term Certificate Course 'Communication Skills Enrichment Course'
- Preparation for peer team visit and interaction.

Name: Dr. Rita N. Kumar   **Name: Dr. Basudeb Bakshi**

_____   _____

Signature of the Coordinator, IQAC   **Signature of the Chairperson, IQAC**

ANNEXURE-I: ACADEMIC CALENDER

June 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Important Events

23 June :
Commencement of First Term and Classes for the FY BCA/MSc(IT) - Commencement of Admission Procedure for FYBSc Classes and the ACPC help centre in the College

July 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Important Events

- 5 & 21 July : Visit to Dahemi Village by NSS programme officers.
- 14 July : Commencement of classes for FY BSc and Principal's Address to the First Year Students
- 16 July : Blood Donation camp by NSS in the college
- 26 July : Orientation programme for student leaders by NSS

Holidays
- 29 July : Ramzaan Idd

August 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Important Events

- 4, 12, 19 & 25 August : Unit Tests for FY BCA and SY & TY BSc/BCA
- 4 August : Friendship Band Making Competition
- 5 August : Poster Making Competition
- 6 August : Programme 'Parampara' at Sardar Patel Memorial Karamaad
- 9 August : Tree plantation programme
- 12 August : KSF screening test
- 13 August : Independence Day Celebration Programme 'Samarpan'
- 20 August : Film show by Film Club
- 22 August : Eye Check up Camp
- 25 August : Nature Club Inauguration
- 28 August : Elocution Competition

Holidays
- 15 August : Independence Day
- 18 August : Puteti
- 29 August : Samvatsari

September 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Important Events

- 1 & 8 September : Unit Tests for FY BCA and SY & TY BSc/BCA
- 2 September : Rangoli Making Competition
- 17 September : Programme 'Pranam', the Teachers' Day Celebration by MDT portfolio
- 17 September : Jack's Lantern NSS Eco-Friendly Day celebration
- 20 September : Open House for FY BCA/MSc(IT) and SY & TY BSc/BCA/MSc(IT)
- 22 & 29 September : Unit Test for FY BSc
- 6 to 19 September : Manali Mega Camp by NSS students
- 24 September : NSS day Celebration
- 13 September : Holiday for Anand Constituency Election

October 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Important Events

- 4, 7 & 8 October : Prelim Exam for FY BCA/MSc(IT and SY & TY BSc/BCA/MSc(IT)
- 5 to 14 October : NCC camp at Kerala
- 7 & 13 October : Unit Test for FY BSc
- 9 October : Programme 'Aradhana', A Garba Mahotsav, by MDT portfolio & Arti Thali Making Competition
- 20 October : Commencement of Diwali break
- 26 Oct. to 5 Nov. : CATC NCC Camp at Anand

Holidays
- 2 October : Gandhi Jayanti
- 3 October : Dusshera
- 6 October : Bakri-Id

November 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Important Events

- 10, 17 & 24 November : Unit Test for FY BSc
- 15 November : Open House for FY BSc students
- 25 November : Poster Exhibition by Anti-Tobacco Cell

Holidays
- 4 November : Muharram

December 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Important Events

- **1 December** : Unit Test for FY BSc
- **3, 4, 5 & 6 December** : Prelim Exam for FY BSc
- **9 to 14 December** : NCC Camp at Godhra
- **30 December** : Cloth Distribution by Extension Unit at Hari Om Nagar
- **22 December** : Street Play by students on Swachhata Abhiyan at Hari Om Nagar
- **25 December** : Christmas

January 2015

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Important Events

- **1 January** : Blanket Distribution by students at the Anand Railway Station at Midnight 12.00 am
- **5-10 January** : NSS Annual Camp
- **7 January** : Pre-Youth Festival in the College
- **20 January** : "Techno-Astrum" Inter-Collegiate Competition organized by Computer Science Department
- **24 January** : Unit Test for FY BCA/MSc(IT) and SY & TY BSc/BCA/MSc (IT)
- **22 January** : Sports Day Celebration
- **22 January** : Gyaandhara
- **27 - 29 January** : Participation by students in 'UDAAN' the Youth Festival organised by Group of Progressive Colleges

February 2015

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

Important Events

- **2, 9, 16 & 23 February** : Unit Test for FY BSc/BCA/MSc(IT) and SY & TY BSc/BCA/MSc(IT)
- **5 February** : One Day Seminar on "Energy Conservation - Past, Present & Future" by Physical Sciences Dept.
- **9 February** : Swine Flu medicine distribution in the college
- **16 February** : Awareness Lecture by KSF
- **18 February** : Gyaandhara
- **25 February** : Swine Flu awareness programme in the college
- **26 February** : Wild Life Film Show
- **27 February** : Programme 'Josh', A Talent Evening by MDT portfolio
- **28 February** : National Science Day Celebration by NSS

March 2015

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Important Events

- **1 March** : Open House Programme
- **2 March** : Film show by Film Club
- **2 March** : Unit Test for FY BCA/MSc(IT) and SY & TY BSc/BCA/MSc(IT)
- **2, 9, 16 & 23 March** : Unit Test for FY BSc
- **3 to 5 March** : Tour to Daang
- **10 March** : Prize Distribution Function by Madhyastha Samiti
- **11 March** : Annual Day
- **13 March** : Thalassemia check up camp in college
- **14, 16, 17, 18, 19, 20, 23, 24, 25 & 26 March** : Prelim Exam for FY BCA and SY & TY BSc/BCA
- **30 & 31 March** : Prelim Exam for FY BSc/MSc(IT) and SY & TY MSc(IT)

April 2015

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Important Events

- **1 & 4 April** : Prelim Exam for FY BSc/MSc(IT) and SY & TY MSc(IT)
- **6 to 18 April** : University Theory Exam for SY & TY BSc
- **23 to 30 April** : University Theory Exam for FY BSc/BCA
- **18 to 30 April** : University Practical Exam for SY/TY BSc

Holidays

- **14 April** : Ambedkar Jayanti

May 2015

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Important Events

- **1 May** : University Theory Exam for FY BSc/BCA
- **4 to 9 May** : University Practical Exam for FY BSc
- **11 May** : Summer Vacation Commences

An Analysis of the feedback: Stakeholder's Overall Evaluation: 2014

Feedback By	Feedback on	A	B	C	D	TOTAL
Students	Library	82	41	7	3	133
Students	Curriculam	102	56	6	2	166
Alumni	Curriculam	57	12	5	3	77
Subject Expert	Curriculam	21	11	6	1	39
Community	Curriculam	22	8	5	2	37
Students	Infrastructure	65	29	7	3	104
Stakeholders	Overall	349	157	36	14	556
	Overall %	**62.77**	**28.24**	**6.47**	**2.52**	**100**

* refer to multiple responses given in the feedback forms.

Graphical Representation of Students' Overall Evaluation 2014-15
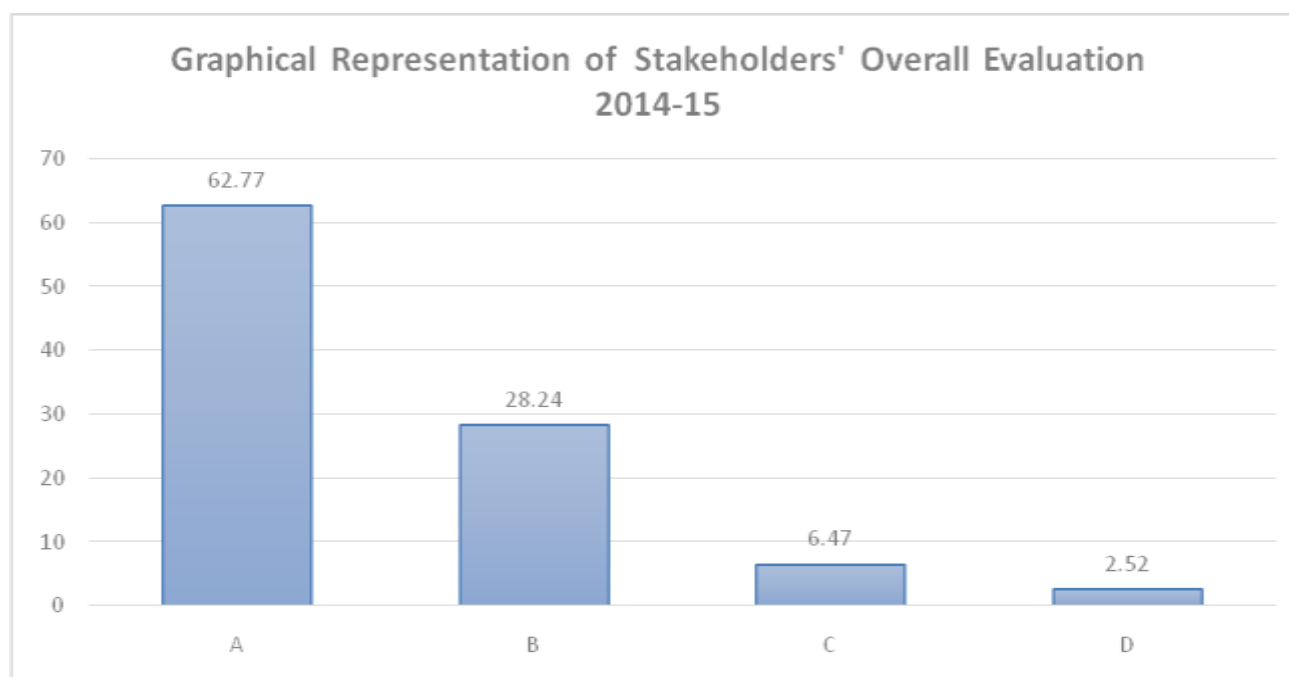
A, B, C and D - refers to multiple responses given in the feedback forms.

1. Title of the Practice: Provision of payment of fees in installments and offering helping-hand to students in obtaining various scholarships

2. Goal:

- To offer parents relaxation by allowing payment of fees in installments to underprivileged students.

- To render students the facility of paying the fees after getting scholarship

- To decrease the drop-out ratio of the students and thereby improving the academic scenario of the society

- To create conducive environment propagating equal opportunity for all the students, irrespective of their socio-economic backgrounds

3. Context:

As mentioned earlier, we have students from all kinds of socio-economic and cultural background. But majority of the students hail from middle-class family background. The parents want that their wards should receive quality education but they hesitate when it comes to enrolment in a self-financed institute.

4. The Practice:

Keeping in view this problem prevailing at a large scale, the management found out a solution. The college allows the parents of the underprivileged class to pay the college fees in two instalments. At the time of paying the first instalment of the fees, the parent has to sign a bond assuring that the remaining instalment will be paid before the deadline fixed by the college.

Besides, the college makes all possible efforts to ensure that the students of the reserved category are able to pay the second instalment of the fees from the scholarship they receive from the government under various schemes. The details pertaining to students receiving scholarships under various schemes are mentioned below.

5. Evidence of Success:

The result of this unique mechanism is encouraging. We have succeeded in bringing down the drop-out ratio, and thereby supporting the government's endeavour of creating conducive environment wherein each individual can have equal opportunities for receiving need-of-the-time education.

Scholarships awarded

	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
Series1	313556	223031	313495	704980	2806380	4558520

Scholarships awarded to students

6. Problems Encountered and Resources Required:

At times, when students delay in paying the second instalment, the institute has to struggle in maintaining financial balance. But the institute is determined to continue this exceptional service and thereby contribute the progress of the society.

7. Contact details:
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Annexure: III-B: Best Practice: 2

1. Title of the Practice: Gyan Goshthi (Reader's club)

2. Goal: To provide healthy platform for the teachers to dissipate some worthwhile information within their peers so that they can upgrade their peers and by deliberating upon this they can come to some kind of logical conclusion.

3. Context: During the routine academic activities teachers from different department do not get opportunity to interact with the teachers of other department and exchange their views on some contemporary issues which are not a part of regular curriculum. Moreover some teachers undergo some important training program and learning from such programs can be percolated among the peers through this kind of activities. As a part of intellectual fraction of the society it becomes moral responsibility of a teacher to deliberate and discuss such topics which enrich the knowledge of the teachers which will ultimately percolate to the end beneficiaries like students.

4. Practice:
1) Coordinator has been appointed by the principal for the smooth functioning of this activity.
2) Coordinator communicate with the concern faculty who is willing to give presentation on the topic of his/her choice and finalize the date of presentation in consultation with the principal.
3) Advance notice regarding the presentation is circulated to HODs and displayed on the notice board of all the staffroom. Staff members are also informed about the activity through email.
4) Necessary arrangements in the college auditorium i.e. LCD projector, chairs, audio system etc are being made.
5) Coordinator initiates the proceedings of the activity followed by the presentation of the speaker followed by the discussion.
6) Session ends with a final remarks by principal.
7) During the discussion tea/coffee etc are served.

5. Evidence of Success:
(1) Notice issued by the coordinator
(2) Attendance report of various staff members attending the activity
(3) Copy of presentation from different faculty members.

6. Problems Encountered: (1)Due to the in house activity there is some sort of flexibility for conducting this activity however, due to the semester system and the university examination twice in a year the frequency of this activity has been reduced to two such presentations in one semester. (2) Availability of auditorium due to some other activity or when it is under maintenance.

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