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

1. Details of the Institution

1.1 Name of the Institution

> Shrimati Taraben Sunderlal Raichand Commerce College

1.2 Address Line 1

> College Campus, North Gujarat Education Society

Address Line 2

> Raj Mahel Road

City/Town

> Patan

State

> Gujarat

Pin Code

> 384265

Institution e-mail address

> tsrcc_patan@yahoo.co.in

Contact Nos.

> 02766220208

Name of the Head of the Institution:

> Dr. Hitesh S. Viramgami

Tel. No. with STD Code:

> 02766-220208

Mobile:

> 9924192594

Name of the IQAC Co-ordinator:

> Prof. P. J. Suthar

Mobile:

9825923033

IQAC e-mail address:

tsrcc_patan@yahoo.co.in

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

GJCOGN13142

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)

We have gone through the NAAC accreditation but on the certificate dated March 31, 2007, there is no committee No and date.

1.5 Website address:

www.tsrcc.org

Web-link of the AQAR:

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	B	71.90	2007	05
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

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

4th July, 2013

1.8 AQAR for the year *(for example 2010-11)*

2013-14

1.9 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 _____-_____ _____ (DD/MM/YYYY)4
   ii. AQAR_____-_____ (DD/MM/YYYY)
   iii. AQAR_____-_____ (DD/MM/YYYY)
   iv. AQAR_____-_____ (DD/MM/YYYY)

1.10 Institutional Status

University   State ☐   Central ☐   Deemed ☐   Private ☐

Affiliated College   Yes [√]   No ☐

Constituent College   Yes ☐   No [√]

Autonomous college of UGC   Yes ☐   No [√]

Regulatory Agency approved Institution   Yes ☐   No [√]

   (eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education [√]   Men ☐   Women ☐

                  Urban ☐   Rural [√]   Tribal ☐

Financial Status   Grant-in-aid [√]   UGC 2(f) [√]   UGC 12B [√]

          Grant-in-aid + Self Financing [√]   Totally Self-financing ☐

1.11 Type of Faculty/Programme

Arts ☐   Science ☐   Commerce [√]   Law ☐   PEI (Phys Edu) ☐

TEI (Edu) ☐   Engineering ☐   Health Science ☐   Management ☐

Others   (Specify) | . |

1.12 Name of the Affiliating University *(for the Colleges)* | Hemchandracharya North Gujarat University, Patan |

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*)	'B' Grade by NAAC

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers   02

2.2 No. of Administrative/Technical staff   02

2.3 No. of students   04

2.4 No. of Management representatives   02

2.5 No. of Alumni   01

2. 6 No. of any other stakeholder and
   community representatives   00

2.7 No. of Employers/ Industrialists   00

2.8 No. of other External Experts   00

2.9 Total No. of members   11

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No.   02   Faculty   02

   Non-Teaching Staff Students   02   Alumni   01   Others   00

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

   If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

   Total Nos.   International   National   State   Institution Level   1

(ii) Themes

| --- |

2.14 Significant Activities and contributions made by IQAC

IQAC focused on enhancing quality in all areas during 2013-14. Major activities undertaken by IQAC are stated below:

1. Orientation programme was held for the students of the First Year i. e. B. Com. Sem. 1.

2. Members of all the departments and the students were inspired to participate in seminars, workshops and curricular, co-curricular and extra-curricular activities.

3. All the students were enriched with activities of NCC, NSS, Cultural and other activities conducted by the college at the time of inaugural function.

4. All the students were motivated to participate in celebration of national festivals and different events organized by the college.

5. Renovation of the college infrastructure.

6. Guidance for competitive exams.

8. In every activity of the college the students are inspired and motivated to participate.

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 organize various activities related to saptdhara.	1. Organized various activities related to saptdhara.
2. To organize blood donation camp.	2. Organized blood donation camp.
3. To conduct activities related to Sports, NCC, NSS, Cultural activities etc.	3. Conducted activities related to Sports, NCC, NSS, Cultural activities etc.
4. To host an inter college elocution competition named "Vijay Padma"	4. Hosted an inter college elocution competition named "Vijay Padma"

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

Management ☑   Syndicate ☐   Any other body ☐

Provide the details of the action taken

AQAR was prepared keeping in view the opinions of the Internal Quality Assessment Cell.

- Attach the academic Calendar of the year as Annexure.
  (Provided in Annexure - I, Page No.- 23 &24)

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

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

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
     (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	02
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

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

The College follows the syllabi designed and prescribed by Hemchandracharya North Gujarat university, Patan

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

_____

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
06	00	04	00	02

2.2 No. of permanent faculty with Ph.D.   0

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
00	05	00	00	00	00	00	00	00	05

2.4 No. of Guest and Visiting faculty and Temporary faculty   00   01   06

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	00	00	00
Presented papers	00	00	00
Resource Persons	00	00	00

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Our institute has a multimedia project room, a computer lab, a Xerox machine and well-equipped administrative office.

2.7 Total No. of actual teaching days during this academic year   210

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

We conduct examinations using OMR sheet so far as certain subjects are concerned.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop   02   00   00

2.10 Average percentage of attendance of students

80%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Com-Gujarati	275	14.18	44.00	6.91	-	65.09
B.com-English	Nil	-	-	-	-	-
M.Com	Nil	-	-	-	-	-

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	00
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	00
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	00
Others	00

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	03	07	00	07
Technical Staff	00	00	00	00

Criterion – III

3. Research, Consultancy and Extension

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

- All the needed infrastructure facilities like computer room, Laptop, printer, table, chair etc. and human resources like research assistants, field investigators, peon and other supporting staff are provided as per sanctioned requirements.
- The college creates an atmosphere of research culture in terms of technology and provide internet facilities and also the library journals and reference books.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4   Details on research publications

	International	National	Others
Peer Review Journals	-	-	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	-	-

3.5 Details on Impact factor of publications:

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

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published   i) With ISBN No.   [00]   Chapters in Edited Books   [00]

ii) Without ISBN No.   [00]

3.8 No. of University Departments receiving funds from

UGC-SAP [-]   CAS [-]   DST-FIST [-]

DPE [-]   DBT Scheme/funds [-]

3.9 For colleges   Autonomy [-]   CPE [-]   DBT Star Scheme [-]

INSPIRE [-]   CE [-]   Any Other (specify) [-]

3.10 Revenue generated through consultancy   [--]

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	-
Sponsoring agencies	-	-	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons   [0]

3.13 No. of collaborations   International [0]   National [0]   Any other [0]

3.14 No. of linkages created during this year   [0]

3.15 Total budget for research for current year in lakhs :

From Funding agency [-]   From Management of University/College [-]

Total   [-]

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

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

| - |

| - |

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

| - |

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

JRF | - | SRF | - | Project Fellows | - | Any other | - |

3.21 No. of students Participated in NSS events:

University level | 09 | State level | 0 |

National level | 0 | International level | 0 |

3.22 No. of students participated in NCC events:

University level | 0 | State level | 35 |

National level | 10 | International level | 0 |

3.23 No. of Awards won in NSS:

University level | 0 | State level | 0 |

National level | 0 | International level | 0 |

3.24 No. of Awards won in NCC:

University level | - | State level | - |

National level | - | International level | - |

3.25 No. of Extension activities organized

University forum | 0 | College forum | 1 |

NCC | 05 | NSS | 2 | Any other | 0 |

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

•

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	3.42 acre	00	Management	3.42 acre
Class rooms	22	00	Management	22
Laboratories	-	-	-	--
Seminar Halls	01	-	Management	-
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	12	00	UGC	12
Value of the equipment purchased during the year (Rs. in Lakhs)	2,88000	00	UGC	2,88000
Others	-	-	-	-

4.2 Computerization of administration and library

> There are five computers in the library for students and one computer is used for the research and administrative work with internet facility. Students can use it at their free time.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	9508	32865	420	58303	9928	91168
Reference Books	247	40000	-	-	247	40000
e-Books						
Journals						
e-Journals						
Digital Database						
CD & Video						
Others (specify)			40	8988	40	8988

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	40	35	5	-	-	6	4	5
Added	10	-	0	-	-	-	-	0
Total	50	35	5	-	-	6	4	5

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

- Computer training was organized to train teaching and non-teaching staff to carry out administrative and research works.
- Our institute offer computer application as one of the optional subjects and they are having practical sessions in the computer lab.
- Projectors are also installed in the class rooms.

4.6 Amount spent on maintenance in lakhs :

i) ICT | 00

ii) Campus Infrastructure and facilities | 00

iii) Equipments | 2,88000

iv) Others | 00

Total : | 2,88000

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

.
- Awareness is enhanced about Student Support Services by providing the details of each and every activity of the college and the economic help provided by the college
- Students are educated about grievance Redressal procedures

5.2 Efforts made by the institution for tracking the progression

- Holding meeting with the IQAC members.
- Holding meetings with class representatives.
- Having feedback orally from the students, parents and teachers.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1547	205	-	-

(b) No. of students outside the state | -

(c) No. of international students | -

	No	%		No	%
Men	1058	60.35	Women	694	39.65

	Last Year					This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
474	71	09	494	02	1050	672	129	22	925	04	1752

Demand ratio: 1:1.42   Dropout % :   9.22

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

- The students are encouraged to focus on competitive exams like Junior clerk, Banking, LIC and Staff Selection Commission and they are provided the proper guidance at regular intervals.

No. of students beneficiaries   248

5.5 No. of students qualified in these examinations

NET   -   SET/SLET -   GATE -   CAT -

IAS/IPS etc   -   State PSC -   UPSC -   Others 08

5.6 Details of student counselling and career guidance

- Guest lectures are invited periodically to counsel students about career options.
- Newspapers about career opportunities and books for competitive exams are available in the library.

No. of students benefitted   248

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
0	0	0	17

5.8 Details of gender sensitization programmes

- By organizing awareness programmes on Women empowerment through cultural programmes under WDC
- To promote moral principles and ethical values, NSS and Cultural activities highlight on holistic education.
- A rally is organized under NSS activity to create awareness for social evils.

5.9 Students Activities

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

State/ University level | 150 | National level | 15 | International level | -- |

No. of students participated in cultural events

State/ University level | 18 | National level | 0 | International level | 0 |

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

Sports : State/ University level | 15 | National level | 0 | International level | 0 |

Cultural: State/ University level | 02 | National level | 0 | International level | 0 |

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	928	2133963
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11   Student organised / initiatives

Fairs   : State/ University level | - | National level | - | International level | - |

Exhibition: State/ University level | _ | National level | _ | International level | _ |

5.12   No. of social initiatives undertaken by the students   02

5.13 Major grievances of students (if any) redressed: No untoward incident took place in the college.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

NGES empowers each and every child significantly to increase its performance and to achieve high objectives of life through discipline, self confidence and ethical moral values.

6.2 Does the Institution has a management Information System

- Administrative office is fully computerized.
- Various computer applications are used to facilities and balance the work load.

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

6.3.1 Curriculum Development

- Curriculum for each subject prescribed by the affiliating university is followed by our college.
- Two of our teachers from the college are the members of the Board of Studies this year.

6.3.2 Teaching and Learning

- The college follows the semester system and for the competent management of the academic year, the planning is done by the IQAC committee. At the beginning of the academic year. This plan is discussed and implemented.
- Library hours are allotted and additional reading habit is encouraged.

6.3.3 Examination and Evaluation

- Continuous evaluation of the students is made smooth with seminars, assignments, internal exams and external university exams.
- Students are informed about the marking schemes and their marks are displayed on the notice board and college websites as well.
- Students can apply for rechecking within the stipulated time.

6.3.4 Research and Development

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_____
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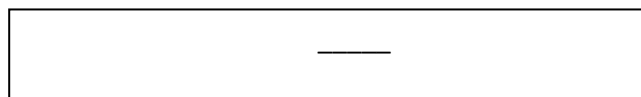
6.3.5 Library, ICT and physical infrastructure / instrumentation

- Our library has reference books which are not issued to anybody. One can refer it to sit in the library itself. This section is accessible to all faculty members and students.
- Library has a computer with internet facility for the use of the students. They can download the study material in the library itself.
- In-house/remote access to e-resources

6.3.6 Human Resource Management

- The institute creates an atmosphere to work enthusiastically. It inspires all to perform their duties devotedly. Departmental activities are first planned and then implemented taking the principal into confidence.
- Many courses demand interdepartmental liaison. The elective subjects offered to the students are planned interdepartmentally.
- NCC, NSS, Sports and cultural activities are the backbone of the overall performance of the students.

6.3.7 Faculty and Staff recruitment

- Staff recruitment is done through a fair process. It is done in accordance with government norms and UGC regulations.
- The posts of the librarian, teaching faculties for Accountancy, Economics and English, have been sanctioned but not filled by the state government and hence the Management has recruited eligible and qualified visiting librarian and faculties to carry on the respective tasks.

6.3.8 Industry Interaction / Collaboration

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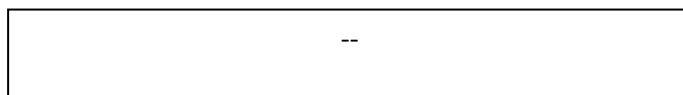
6.3.9   Admission of Students

- The college strictly follows the procedure for admission to students as prescribed by the Hemchandracharya North Gujarat University year by year to its affiliated colleges.
- An admission committee is formed under the strict supervision of the principal among the faculties of the college.
- Admission procedure is transparent and fair, purely on merit basis.
- Those who have passed the basic degree (B.Com) in commerce faculty are allowed to get admission in P.G. as per the post Graduates Rules of the University.

6.4 Welfare schemes for

Teaching	✓
Non teaching	✓
Students	✓

6.5 Total corpus fund generated

00

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	Management
Administrative	No	-	Yes	Private C.A.

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

For UG Programmes   Yes ✓   No

For PG Programmes   Yes ✓   No

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

NA

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

NA

6.11 Activities and support from the Alumni Association

NA

6.12 Activities and support from the Parent – Teacher Association

NA

6.13 Development programmes for support staff

NA

6.14 Initiatives taken by the institution to make the campus eco-friendly

> ➢ To build a close relationship with Nature, Our University offers a course in "Environmental studies" at B. Com. Sem. III level to bring awareness among the students.
> ➢ The rooms of the college are well ventilated. The students feel the open free environment during day time. A peon has been assigned the task of switching off fans and tube lights after the classes are over.
> ➢ Tree plantation is done every done in the campus.

Criterion – VII

7. Innovations and Best Practices

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

> ➢ The whole campus is under CCTV surveillance which help the Institute monitor and maintain discipline and security.
>
> ➢ Admissions, examination work and administrative process at all levels have been made more accurate, speedy, transparent and eco-friendly through the usage of computers.
>
> ➢ The college has fully equipped one computer lab.
>
> ➢ The students have to submit an assignment i.e. Term Paper for each subject Choice Based Credit System.
>
> ➢ Students in Choice Based Credit System need oral presentation of the assignment in the classroom.
>
> ➢ Library is up-to-date with the up gradation in the terms of subjective reference books, periodicals and journals

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

- Management holds the meeting with the head of the institution at the end of the academic year to decide admission process for the next coming academic year.
- Management holds a meeting with the head of the institution regularly to discuss the academic progress.
- Under the guidance of the principal, every year academic calendar is prepared in accordance with academic calendar prescribed by the university.
- The college has invited expert personalities from different fields to deliver lectures on their chosen fields in order to provide the students with detailed information of the fields concerned as well as the efforts made by them to develop their personalities and become great persons.
- Our college organized different programmes with the help of coordinators of NSS, NCC, Sports and Cultural activities to motivate the students for the activities like patriotism, kindness through social services, self-esteem, health awareness etc. Activities such as Blood Donation Camps Cleanliness Drives, Thalassemia Camps, Yoga Training and tree plantation etc.

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

Provided the details in Annexure: II (page no. 25 & 26)

7.4 Contribution to environmental awareness / protection

Plantation and caring of trees, campaign for water saving and Environment study as a subject-are some steps taken by the college for the good preservation of the environment.

7.5 Whether environmental audit was conducted?   Yes [   ]   No [✓]

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

SWOT ANALYSIS:
Strengths:

- Well-furnished and well equipped lab.

- Enthusiasm students

- Active and co-operative management

- Eco-friendly campus with wi-fi facility

- The college offers two core electives (two main subjects):

- Advanced Accountancy
- Advanced Management

- Promotion of Extra-curricular activities in the college under SAPTA DHARA for enhancing the overall development of the students by creating the skills of creativity, leadership quality and management.
- The faculty members, administrative staff and support staff are devoted to their duty to the institution.
- An N. S. S. unit
- An N.C.C. unit

Weaknesses:

- Lack of experienced full time permanent staff.
- Lack of skill based courses due time constraint of students.
- Lack of collaboration with industry.
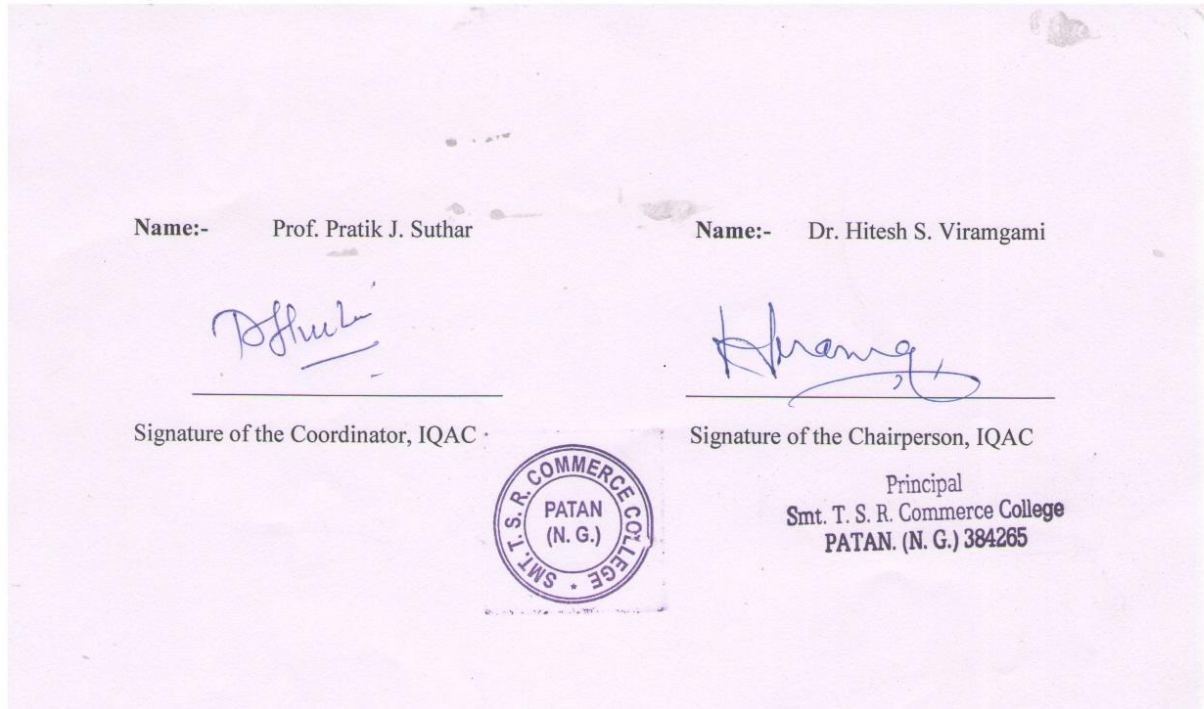- No research activity

Opportunities:

- Availability of UGC grant enhancement of teaching-learning process.
- Faculty and students can be provided with ample opportunities to work with the community.
- Skill based courses can be offered
- Our institute provides professional as well as practical knowledge to walk with the current trend.

Threats:

- To maintain and increase strength of students in grant-in-aid college due to self finance colleges
- Engagement of the students in social activities due to rural background of students
- Computer enhancing skills.
- Skill and knowledge cannot be imparted by visiting faculties and part time teachers

8. **Plans of institution for next year**

- To continue fairness and transparency in admission procedure.
- To hold meetings with the class representatives periodically.
- Organization of grand occasions and events.
- Arrangement of guest lectures, study tours, field visits, curricular, co-curricular and extra-curricular activities etc.
- To plant more trees in the college campus to create eco -friendly environment.

Name:-   Prof. Pratik J. Suthar

Name:-   Dr. Hitesh S. Viramgami

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Signature of the Coordinator, IQAC

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Signature of the Chairperson, IQAC

Principal
Smt. T. S. R. Commerce College
PATAN. (N. G.) 384265

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The End

Academic Calendar to be adhered strictly during the year 2013-14.

Month	Activities
June 2013	• Beginning of New Academic year • Admission process for B.Com. and M. Com. Programme • Staff meeting for the academic year 2013-14 - planning academic activities. • Welcome ceremony for the First Year Students. • Inauguration Day for the First Year Students • Inauguration : N. S. S. / N. C. C. / Sports • Yearly planning for the Sports, cultural and other activities • Planning for internal and university Exam as per university schedule
July 2013	• Arranging Staff Meeting • Formation of Various committees as per need • Guest lecture • Orientation programme for two N. S. S. Units • Orientation programme for N. C. C. cadets • Orientation programme for Cultural activities • Orientation program for Library • Career guidance to students
August 2013	• Staff Meeting • Guest Lecture • One day programme for regular activities of N. S. S. Units • Celebration of Independence Day (15th August) • Rehearsal for cultural programmes • Celebration of Janmastami festival by N.S.S. volunteers
September 2013	• Staff Meeting • Teachers' Day Celebration on 5th September • Blood Donation Camp • Sports planning • One day programme for N. S. S. activities • Celebration of 'Navratri' festival – Garba competition and prize distribution • Celebration of N.S.S. Day and organizing its sibir in collaboration with Hemchandracharya North Gujarat University, Patan • Educational Tour

October 2013	• Staff Meeting • First Internal Examination • Diwali Vacation: • N. C. C. Annual Camp
November 2013	• Beginning of Second Term after Diwali Vacation • Staff Meeting • Declaration of Results of the First Internal Examination • Sports Activities • Exhibition of the books in the library • Participation in seminars and conferences • University Examination

December 2013	• Staff Meeting
	• Celebration of World Aids Day on 1st December
	• Guest Lecture
	• University Youth Festival
	• Sports: Participation in various competitions.
	• Celebration of Various Days (SPANDAN)
	   o Tie and Sari Day
	   o Traditional Day
	   o Green Day(Save Fuel)
	   o Mahendi Competition
	   o Cooking Competition

January 2014	• Staff Meeting • Guest Lecture • Celebration of Republic Day: 26th January • Annual Day Celebration and Prize Distribution Programme • Kite Flying Competition
February 2014	• Staff Meeting • College internal exam • Internal mark program • Additional test
March 2014	• Staff Meeting • Declaration of Results : Second Internal / Additional Examination • N. C. C. Examination for 'B' and 'C' Certificates • University Examination
April 2014	• Staff Meeting • University Examination to be conducted and answer sheets of university examination to be assessed • Yearly Planning for the next year • Committees Meetings • Summer Vacation

7.3: Best Practice I

1. Title of the Best Practice I: Clean and green College Mission

2. Goal: The College has undertaken "Clean and green College Mission" very effectively since its establishment. The dustbins are kept at different places in the campus and all the faculty members as well as students are directed to use the dustbins. Eventually the campus appears neat, clean and green.

3. The context: The NGES campus has more than ten thousand students studying in various disciplines. The college has different play grounds for playing variety of games. Our college has enough number of class rooms, library with all necessary facilities, multimedia room, seminar room, computer room, girls' room etc. Due to heavy rush in the entire campus, the campus needs to be kept clean and green. With the collaboration of NSS and NCC unit as well as all faculty members of the college, active contribution is made for neat, clean and green campus.

4.The Practice: An NSS Unit of our college organise two types of activities:
1. Regular Activities 2. Annual Camp (Shibir) Activities:
1. Regular Activities: volunteers clean the college campus periodically and the volunteers clean the surroundings of the college.
2. At annual camp, cleanliness and social awareness programmes are organized where the students are supposed to stay for seven days.

5. Evidence of Success: The students became habitual to throw the garbage into the dustbins. As the college is well equipped with CCTV in the entire campus, strict vigilance is kept by the authorities and the students are punished if they trace out the rule. The result of overall drive is very positive for each and every individual.

6. Problems Encountered and Resources Required: Cleanliness in our society is a great challenge. Students coming from remotest areas of the villages were not habitual to throw the garbage in the dustbins. Through this drive of cleanliness, most of the students became aware of the value of cleanliness and the benefits to human race.

7.3: Best Practice II

1. Title of the Best Practice II: Optimization of the infrastructur

2. Goal: The NGES has a goal of optimal utilization of infrastructures. In the existing premises of the college, there are two institutes, Smt. T.S.R. Commerce college in the morning session and P.P.G. Experimental High School & Shri V.R. Patel High Education sec. school in the noon session.

3. The context: The college has more than one thousand students and school has also has the same strength. There is a series of classrooms on the first floor and the second floor and as well as administrative wings of both the institutes and rooms for extra-curricular activities. So all the classrooms are used from morning to evening.

4. The Practice:
1. The infrastructures of the classrooms are shared by both the institutes.
2. Electricity bills and other common charges is also share by both the institutes.
3. people have the sense of sharing the resources for the best practice.

5. Evidence of Success: The whole institute from the morning to evening is being engaged and people connected with it are busy with its belongings.

6. Problems Encountered and Resources Required: To share a thing between the people is a great challenge. Especially during exam time, there is a shortage of classrooms. The problem of maintenance of equipments in the classroom is faced. Controversy between the two heads of the institutes arises while sharing scared resources. To cope up with the situation, the management is planning to expand the infrastructures.

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