



## YEARLY STATUS REPORT - 2020-2021

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	NORTH GUJARAT EDUCATION SOCIETY MANAGED TARABEN SUNDERLAL RAICHAND COMMERCE COLLEGE PATAN
• Name of the Head of the institution	DR. HITESH SURYAKANT VIRAMGAMI
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02766297760
• Mobile No:	9924192594
• Registered e-mail	tsrcc_patan@yahoo.co.in
• Alternate e-mail	drhsviramgami@gmail.com
• Address	71 Rajavi Bungalows, Near Pareva Circle, Patan
• City/Town	PATAN
• State/UT	GUJARAT
• Pin Code	384265
<b>2.Institutional status</b>	
• Type of Institution	Co-education
• Location	Urban

• Financial Status	Grants-in aid				
• Name of the Affiliating University	Hemchandracharya North Gujarat university, Patan				
• Name of the IQAC Coordinator	VISHALKUMAR GIRISHBHAI PARMAR				
• Phone No.	02766297760				
• Alternate phone No.	02766297760				
• Mobile	9924147717				
• IQAC e-mail address	tsrcc_patan@yahoo.co.in				
• Alternate e-mail address	drhsviramgami@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://tsrcc.org/wp-content/uploads/2021/05/TSRCC-AQAR-2019-20.pdf">https://tsrcc.org/wp-content/uploads/2021/05/TSRCC-AQAR-2019-20.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:					
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	0	2007	31/03/2007	31/03/2012
<b>6.Date of Establishment of IQAC</b>			04/07/2013		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Smt. T. S. R. Commerce College, Patan	NSS Regular activity	Hemchandracharya north gujarat university, Patan	2020	18400
Smt. T. S. R. Commerce College, Patan	Inter College Tournament	Hemchandracharya north gujarat university, Patan	2020	51529
<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>		<b>Yes</b>		
<ul style="list-style-type: none"> <li>Upload latest notification of formation of IQAC</li> </ul>		<a href="#">View File</a>		
<b>9. No. of IQAC meetings held during the year</b>		<b>04</b>		
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>		<b>Yes</b>		
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>		<a href="#">View File</a>		
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>		<b>No</b>		
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>				
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>				
Due to Corona pandemic, faculties were trained to attend and present online seminars, conferences and workshops.				
Constitution of various committees under the observation of IQAC cell.				

Library blog was updated keeping in mind the students' demand for e-notes.	
Clean campus, green campus, safe campus- sole motto for eco-environment was promoted under observation of IQAC cell.	
<b>12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>	
Plan of Action	Achievements/Outcomes
Nil	Nil
<b>13. Whether the AQAR was placed before statutory body?</b>	Yes
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
North Gujarat Education Society Committee	04/07/2013
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2020	23/01/2020

## Extended Profile

### 1. Programme

1.1 02

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	<a href="#">View File</a>

### 2. Student

2.1 2218

Number of students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.2 **1694**

Number of seats earmarked for reserved category as per GOI/ State  
Govt. rule during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.3 **712**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

### 3.Academic

3.1 **2**

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2 **4**

Number of Sanctioned posts during the year

<b>Extended Profile</b>	
<b>1.Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	<b>02</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Number of students during the year	<b>2218</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	<b>1694</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.3 Number of outgoing/ final year students during the year	<b>712</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	<b>2</b>
File Description	Documents
Data Template	<a href="#">View File</a>

3.2	4
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

#### 4.Institution

4.1	28
Total number of Classrooms and Seminar halls	
4.2	3905651
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	59
Total number of computers on campus for academic purposes	

### Part B

#### CURRICULAR ASPECTS

##### 1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Smt. T. S. R. Commerce College, Patan

Academic Calendar: Academic Year: 2020-21

A new time table of the lectures is formed in order to give equal importance to each subject. The principal organizes a meeting in order to bring a necessary change if required. The college follows semester system and for the competent management of the academic year, the planning is done by IQAC committee. At the beginning of the academic year, the plan and schedule of teaching-learning and delivering lectures are discussed and implemented. All faculties focus on the completion of syllabus in each subject in time. Guest lectures are invited at intervals in order to develop other skills and interest in other subjects. Students are provided proper guidance and career counseling even in lectures.

**Academic calendar:**

- The Heads of Departments conducts the meetings to distribute workload, allot subjects, and plans the activities of the department and to review the completed syllabus.
- The Principal monitors the effective implementation of the Calendar through formal meetings with Heads of Departments and if necessary informal discussions with faculty.

**Time- Table Committee:**

- The college constitutes the Time Table committee.
- The Time Table is prepared by respective departments.
- The Time Tables are displayed on the Notice Board and also uploaded on the college website.
- The syllabus link of University is also provided to the students.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

**Academic Calendar(Month wise) : 2020-21**

**June: 2020**

- Admission Process
- College Re-open
- Staff Meeting - Work distribution, Preparing Academic Calendar and time table, formation of various committees
- Committees' Meetings
- Beginning of on line class room teaching (B.Com. Sem. - 3 and 5)
- Finalization of AQAR - 2019-20



- Meeting with Management

July : 2020

- Meeting by Executive Director of the campus with all faculty members in the college
- Staff Meeting
- Selection of members of Student as members of Advisory Committee
- On line Guest- Lectures
- Tree Plantation
- Uploading Study Material on blog
- N.S.S. Orientation Program - on line
- Celebration of Guru Purnima - on line
- Woman Empowerment Program
- Welcome ceremony of P.G. Students - on line
- N.C.C. Cadets' Selection

August : 2020

- Welcome ceremony : B.Com. Semester - I - on line
- Beginning of on line teaching - B.Com. Semester - I

September: 2020

- Teacher's day celebration - on line
- Voter awareness program - on line
- Beginning of on line teaching - M.Com. Sem. - III

October: 2020

- Submission of term paper
- Celebration of Gnadhi Jayanti - on line

November : 2020

- Beginning of on line teaching - M.Com. Sem. - I
- Diwali vacation

December : 2020

- In line Internal exam
- Internal mark calculation

January : 2021

- Staff Meeting
- On line internal exam
- Participation in Karuna Abhiyan
- Celebration of SubhashchandraBojh Jayanti
- Celebration of Voters' day

February : 2021

- Staff Meeting
- Term Paper & Presentation
- Wall paper Exhibition
- Placament Programme
- Exam: Internal
- Programmes in an Adopted Village
- NCC 'B' & 'C' Certificate Examination

March : 2021

- Visit of Ganapat University
- University Exam.
- Term Paper & Presentation
- Additional Test
- Preparing college prospectus for the year 2021-22
- One day camp in adopted village
- Participation in the workshop of N.S.S. and Sports

April : 2021

- Uni. Exam
- Uni. Exams and Papers Assessment
- Staff Meeting
- Committees' Meeting
- Preparing and checking Internal marks of B.Com. and M.Com.

May : 2021

- Summer Vacation
- Uni. Exam and Papers Assessment.
- Uni. Exam Papers
- Drafting Admission rules and procedure formalities for new academic term

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	<a href="https://tsrcc.org/wp-content/uploads/2021/12/Academic-Calendar-2020-21.pdf">https://tsrcc.org/wp-content/uploads/2021/12/Academic-Calendar-2020-21.pdf</a>

<p><b>1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University</b></p>	<p><b>A. All of the above</b></p>
--	-----------------------------------

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.2 - Academic Flexibility**

**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

**02**

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**1.2.2 - Number of Add on /Certificate programs offered during the year**

**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

0

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

**1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**

01

**1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year**

01

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**1.3 - Curriculum Enrichment**

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

**Co-curricular and Extracurricular Activities**

Institute integrates crosscutting issues relevant to professional ethics, gender, human values, environment and sustainability into the curriculum. Actually, the university decides the syllabus and college has to follow it. But in this limitations college do its

best for above said issues. Some of the steps taken are below:

### 1. Gender

Numbers of programs are conducted for women and girl students such as organization of folk dance competition, hemoglobin check up camps. Woman Empowerment, Laws for Woman, Women's Day, The N.S.S. unit of our college has been very proactive in conducting different extension activities not only in college premises but also in adopted villages also. Major gender issues are focused and addressed through the activities like Save girl child campaign, Essay and poster exhibitions, wall paper presentations, etc.

### 2. Environment and Sustainability

N.S.S. promotes environmental protection through tree plantation and other sustainable development programs. Every year, N.S.S. unit undertakes a host of activities in the nearby villages during the special camps. In these camps, N.S.S. organizes various environment related programs including tree plantation, village cleanliness, cleaning of gutters, digging of soak peats, eradication of Gajar grass, plastic free drive, Poster Competition, Debate Competition, etc. Various activities like quiz and poster competitions, invited talks are organized to create awareness about nature, biodiversity, environment and sustainability. Different activities have been initiated by the college to save environment such as Cleanliness Campaigns at Temple places, Bus and Public spaces etc. The cleanliness program is organized to clean ponds, watering plant, Celebration of various days like World Environment Day, N.S.S. Day, etc. The college has taken initiative in Swachh Bharat Summer Internship (SBSI) Abhiyan and Tree plantation programs which are introduced by the Indian Government.

### 3. Human Values and Professional Ethics

To create scientific approach and social awareness among the students, lectures and quiz, essay, etc. are by NSS and other NGO or, govt. bodies. The college takes efforts for integration of ethical and human values through extra-curricular activities also. Programs conducted under

N. S. S., N.C.C., Save Humanity (NGO) help to inculcate human values among students. Guest lectures on value education have been organized for students. National festivals like Independence Day and Republic Day serve as a platform to enliven patriotic and moral values. Different social activities have been initiated by the college like Health and Hygiene awareness programs, Medical check-up camps, AIDS awareness programs, Voter's awareness program, Road safety Campaign, Blood donation camps, etc.

### 1.3.1-Institution integrates cross-cutting issues

1.3.1- Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

SUBJECT

COURSE

CROSS- CUTTING

ISSUES

TOPICS

PRACTICAL AND/OR EXAMPLES

Fundamentals of Banking

B.Com.I

Human values

- Rights, Duties. Liberty, Equality
- Kinds of Government,
- Democracy

Environmental studies

B.Com. II

Environment and Sustainability

## Environmental studies and Human Rights

(compulsory for all students of Undergraduate)

### 1.3.1-Institution integrates cross-cutting issues

Commerce

B.Com.-2

Professional Ethics

- Principles of Marketing
- Principles of Business Management

B.Com.-2

Professional Ethics

- Fundamentals of Entrepreneurship Development

B.Com.-1,2 & 3

Professional Ethics

- Business Regulatory Framework
- Modern Management Practices
- Cooperative development
- Secretarial Practice

English

B.Com. 1 To 6

Professional ethics

- Basic Language skills : Grammar and Usage
- Letter writing
- Report writing
- Application and Resume writing

## Commerce

### M.Com. II

#### Professional Ethics

- Management Concepts and Organizational Behaviour
- Business Environment

#### 1.3.1-Institution integrates cross-cutting issues

## Co

### B.Com.4 & 6

#### Professional ethics

- Unit-III: Report-Writing
- UNIT-IV Comprehension

## Environment Studies

### B.Com. 4

#### Environment and Sustainability

- Disaster management
- Environmental management

## Gender and Human Values

- Impact of Human Rights norms in India



Faculties create awareness in students about various cross cutting issues through curriculum. For example:

1. "Environment Study", to make students aware about the basic concepts of environment.
2. "Communication skill", to teach the importance of Life Skills and Ethics, etc.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

0

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

### 1.3.3 - Number of students undertaking project work/field work/ internships

0

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

#### 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni**

E. None of the above

File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	No File Uploaded

**1.4.2 - Feedback process of the Institution may be classified as follows**

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://tsrcc.org/wp-content/uploads/2021/12/SSS-2020-21.pdf">https://tsrcc.org/wp-content/uploads/2021/12/SSS-2020-21.pdf</a>

#### TEACHING-LEARNING AND EVALUATION

##### 2.1 - Student Enrollment and Profile

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of sanctioned seats during the year**

1040

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**

**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## **2.2 - Catering to Student Diversity**

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

**Smt. T. S. R. Commerce College, Patan**

**Programmes for advanced learners and slow learners**

The students admitted in our college are coming from various economic sections and communities of the society. Most of the students are from backward categories i.e. ST, SC, and OBC. The college is very much aware about their overall growth and social upliftment in the society. After admissions college adopts a process to identify slow and advance learners among students during teaching-learning process in the classrooms. Advanced learners and slow learners are identified on as per their responses in the class room as well as the performance in the Unit test, internal examinations. The college assesses the learning levels of the students at regular intervals and organizes extralectures when the internal (College) and external (University) exams are scheduled. Even more the poor and dull students are targeted and handled by the easiest tool of questioning and answering sessions. Thus, the slow learners are tackled different method of teaching-learning activities. Even the

free book bank is available for poor students as well as economically weaker sections of the society.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	<a href="#">View File</a>

### 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
2218	10

File Description	Documents
Any additional information	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Smt. T. S. R. Commerce College, Patan

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

#### Decentralization

1. All the Permanent faculties of the college perform their duties with responsibility. The institution follows program wise decentralization. There are two programmes run in the college: B.Com. (Gujarati and English medium) and M.Com. (Gujarati medium). There is a good coordination among the faculties. Even though the college runs on adhoc staff, teaching work is regularly done with a complete involvement.

2. Management, Principal, IQAC members, staff, student representatives, stakeholders, Alumni association and various committees are allotted different activities and they work collaboratively in order to implement and execute their scheduled plans.

3. Administrative staff, Academic committees, IQAC, N.C.C., N.S.S., sports all work together for all over functioning for the growth of the college.

4. In order to bring decentralization, the college utilizes proper channel with the Director of the Trust in order to increase facilities and requirements in the college.

#### Participative management

1. The institute promotes a culture of participative management by involving the principal himself, staff, students and other stakeholders in various activities of the college. Both staff and students are free to share any suggestions for the growth of the college.

2. Parent teacher meetings are held in order to discuss important issues and to solve them as early as possible.

3. As a part of participative management the staff members share innovative ideas and ways of teaching-learning activities. Faculty members also write joint research papers and share knowledge of the particular subject.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Smt. T. S. R. Commerce College, Patan

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process.

Teaching: Our institute has three laptops which help the faculty members to prepare computerized notes for students.Two

photocopiers have been bought in order to take out the photocopies of the important documents i.e. study materials and paper sets of the B.Com. and M.Com. programmes. Our college has television, multimedia project room, a computer lab, a Xerox machine and well-equipped administrative office. Faculty members deliver their lectures by PPTs.

**Learning:** Students are encouraged to avail the internet facilities. The use of ICT also makes the learning process student-centered. Extra lectures are organized to give them more exposure in study.

Library utilizes the latest SOUL 2.0 software in order to keep and maintain updated data. The library has two computers with WI-FI connectivity and a printer to get important documents in hard copy.

Three classrooms are well equipped with the projectors in order to provide visual knowledge by videos, blogs and PPTs of particular subjects. A seminar hall is equipped with ICT tools.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

### 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

#### 2.3.3.1 - Number of mentors

10

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

### 2.4.1 - Number of full time teachers against sanctioned posts during the year

02

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

### 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

#### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

02

File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

### 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

#### 2.4.3.1 - Total experience of full-time teachers

32

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

**Response:**

The college has transparent and robust evaluation process in terms of frequency and variety. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. The Principal holds meetings of the faculties and directs them to ensure effective implementation of the evaluation process. At the entry level, admissions are given purely on merit basis and the lists of merit students are displayed on Notice board. Students who are admitted for the concerned course are assessed continuously through various evaluation processes at college and University level. Continuous evaluation is made through Group Discussion, Unit Tests, Assignments Submission, Field Visit / Field Work and Seminars Presentation. Unit tests are conducted regularly as per the schedule given in academic calendar. The weightage for the unit tests varies as per the concerned faculty. The performance of the students is displayed on the Notice board and communicated to the students. Personal guidance is given to the poor performing the students after their assessment. Students appearing for Second /third year are asked to deliver the seminars of the concerned subject. Topics are given by their teachers to the students to prepare for power point presentation.

For transparent and robust for internal assessment, the following mechanisms are conducted

- Internal Examination Committee.



- Question Paper Setting.
- Conduct of Examination
- Result display
- Interaction with students regarding their internal assessment.

The method of internal assessment helps the teachers to evaluate the students more appropriately. Due to internal assessment, the interest of the student towards learning and attending the classes has been also increased. It has created the interest among the students to take active participation in various co-curricular and extra-curricular activities for their overall personality development. The seminar presentation improves the communication skills of the students which is very essential to face the interviews. In this way mechanism of internal assessment is transparent and robust.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

**Response:**

The college has transparent and robust evaluation process in terms of frequency and variety. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. The Principal holds meetings of the faculties and directs them to ensure effective implementation of the evaluation process. At the entry level, admissions are given purely on merit basis and the lists of merit students are displayed on Notice board. Students who are admitted for the concerned course are assessed continuously through various evaluation processes at college and University level. Continuous evaluation is made through Group Discussion, Unit Tests,

Assignments Submission, Field Visit / Field Work and Seminars Presentation. Unit tests are conducted regularly as per the schedule given in academic calendar. The weightage for the unit tests varies as per the concerned faculty. The performance of the students is displayed on the Notice board and communicated to the students. Personal guidance is given to the poor performing the students after their assessment. Students appearing for Second /third year are asked to deliver the seminars of the concerned subject. Topics are given by their teachers to the students to prepare for power point presentation.

For transparent and robust for internal assessment, the following mechanisms are conducted

- Internal Examination Committee.
- Question Paper Setting.
- Conduct of Examination
- Result display
- Interaction with students regarding their internal assessment.

The method of internal assessment helps the teachers to evaluate the students more appropriately. Due to internal assessment, the interest of the student towards learning and attending the classes has been also increased. It has created the interest among the students to take active participation in various co-curricular and extra-curricular activities for their overall personality development. The seminar presentation improves the communication skills of the students which is very essential to face the interviews. In this way mechanism of internal assessment is transparent and robust.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

See the Uploaded File on the college website

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://tsrcc.org/wp-content/uploads/2022/02/PO-and-PSO-2.pdf">https://tsrcc.org/wp-content/uploads/2022/02/PO-and-PSO-2.pdf</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Smt. T. S. R. Commerce College, Patan

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The college has a system in place for measuring the levels of attainment of course outcomes, programme specific outcomes and programme outcomes.

**Attainment of the Course Outcomes**

The course outcomes are measured through syllabus, completion of syllabus, continuous evaluation (internal evaluation), setting up of question paper, evaluation, and result.

At the Departmental level the Heads of the Department and the teachers who are engaged in any class strive to complete the courses in time and in some cases extra classes are conducted for the students who they identify as relatively average or poor. The continuous evaluation is done through tests, quizzes, written assignments, presentation of papers, oral presentations, mathematical solutions and so on. The end semester examination of every course is based on written examination of three hours, the old question papers of each subject are solved to test the knowledge of the student from every unit prescribed for study.

**Attainment of the Programme Specific Outcomes**

The programme specific outcomes are measured by taking the aggregate result of all courses in a given programme of an individual student, and then the average performance of all the students in a given programme.

## Attainment of the Programme Outcomes

At the Post Graduate level and Undergraduate levels, the attainment of programme outcomes is measured through students' progress to higher studies, either in Smt. T. S. R. Commerce College or in any higher educational institution in Gujarat, India or abroad. Another, measurement of attainment is students' placement in companies and institutions. Besides the college retrieve the data of the students who secured state or central government jobs.

The online student feedback system provides information pertaining to the relevance of the course, availability of the course material, and course's importance in terms of employability and so on which are pertinent questions and which help the college measures its learning outcomes.

The college has also utilized student satisfaction survey (SSS) developed by NAAC (for conducting it during assessment and accreditation process). Smt. T. S. R. Commerce College used this to seek feedback on its own, for measuring the attainment level of course, and programme outcomes. This is shared through Smt. T. S. R. Commerce College IQAC webpage to all stakeholders so that they remain informed of the virtues and shortcomings in teaching learning and accomplishments.

<https://tsrcc.org/wp-content/uploads/2021/12/PO-PSO-2020-21.pdf>

[SSS-2020-21.pdf \(tsrcc.org\)](#)

Web link of Question Papers

[https://tsrcclibrary.blogspot.com/p/download\\_12.html](https://tsrcclibrary.blogspot.com/p/download_12.html)

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://tsrcc.org/wp-content/uploads/2022/02/PO-and-PSO-2.pdf">https://tsrcc.org/wp-content/uploads/2022/02/PO-and-PSO-2.pdf</a>

### 2.6.3 - Pass percentage of Students during the year

### 2.6.3.1 - Total number of final year students who passed the university examination during the year

506

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://drive.google.com/file/d/1KBebxy2dg_b1Dle3xu43oDBjTcR0S3XP6/view?usp=sharing">https://drive.google.com/file/d/1KBebxy2dg_b1Dle3xu43oDBjTcR0S3XP6/view?usp=sharing</a>

## 2.7 - Student Satisfaction Survey

### 2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://tsrcc.org/wp-content/uploads/2021/12/SSS-2020-21.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

#### 3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

##### 3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

#### 3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

**3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

0

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

**3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**

**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

**3.2 - Research Publications and Awards**

**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year**

**3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

**3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**

**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**3.3 - Extension Activities**

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

NIL

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**

**3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year**

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

**3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry,**

**community and NGOs ) during the year**

**3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

06

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**

**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

06

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**3.4 - Collaboration**

**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

01



File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

#### 3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Smt. T. S. R. Commerce College, Patan

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

There are 32 classrooms in order to use for teaching-learning activities. The college has an ICT equipped seminar hall to organize various programmes. Library is fully computerized and has facilities like internet connection and printer. Library is equipped with SOUL 2.0. and has very good seating arrangements, large reading tables, fans and curtains for students and all

are well-maintained by the college. All the teachers use OHP to deliver their lectures. The entire college is computerized. All computers are connected with Wi-Fi. The college has an NSS room, NCC room, IQAC room, sports room, ladies' room, parking facilities, playground, facility of clean drinking water etc. Library also created a blog with a view to provide old question papers of previous years. All the required 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 requirement. Besides most of the classrooms have white boards and some with OHP. Adequate infrastructure and human resources are made available within time limit.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Smt. T. S. R. Commerce College, Patan

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Our college has a large hall for the practice and preparation of cultural programmes. For cultural activities college supports students not only economically but even in other cases such as providing assisting persons and musical instruments in order to bring out their skill and talent. Our college has a large playground which is generally used for all games. Both indoor and outdoor games are played in the college. Students are motivated to take participation in both types of games.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

05

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

05

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

##### 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

#### 4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Smt. T. S. R. Commerce College, Patan

#### 4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Library is fully computerized and has the facilities like internet connection and printer. Library is equipped with SOUL 2.0. Library has Comfortable seating arrangements, large reading tables, fans and curtains for students and is well-maintained by the college. All the teachers use OHP to deliver their lectures. The entire college is computerized. All computers are connected with Wi-Fi. The college has an NSS room, NCC room, IQAC room, sports room, ladies' room, parking facilities, playground, facility of clean drinking water etc. Library also created a blog with a view to provide previous years old question papers.

- Administrative office and Library and staff room are fully computerized and have the facilities like internet connection and printer.
- Admission, Data Record of Students and Teachers, Accounts works, Preparation of Result, Result of Internal Exam, Official Correspondence etc. are computerized.
- In Library SOUL 2.0 is used.
- Library has Comfortable seating arrangements, large reading tables, fans and curtains for students and is well-maintained by the college.
- Library contains magazines to guide the students in proper direction.
- Library contains newspapers in two languages.
- Our library is fully computerized with SOUL 2.0 software.
- Library has 04 computers with internet facility for the use of the students. They can download the study material in the library itself.
- Labeling and entering books in the computer with barcode.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	Nil

<b>4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources</b>	<b>E. None of the above</b>
--	-----------------------------

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)**

**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)**

**4.2.4.1 - Number of teachers and students using library per day over last one year**

**2130**

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

**4.3 - IT Infrastructure**

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Smt. T. S. R. Commerce College, Patan 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

IT facilities have been updated/upgraded on regular basis. Also, new IT equipments have been purchased as per the requirements.

In year 2015-16, a Jumbo printer and a new desktop system (I3 processor, 4 GB RAM, 250 GB HDD) purchased to upgrade IQAC room. To maintain computer laboratories, regular purchasing of mouse/RAM and other hardware components were also done.

In year 2016-17, 05 new desktop systems (I3 processor, 4 GB RAM, 250 GB HDD) purchased to upgrade all over ICT tools.

In year 2017-18, new desktops (AMD, 4 GB RAM, 500 GB HDD) purchased to distribute among faculty members. Three projectors were installed in classrooms in order to teach students with ppts and visual learning. New CCTV cameras with one CCTV DVR are also installed to keep an eye everywhere.

In year 2018-19, a new LCD notice board was purchased in order to bring a digitalization in upgradation in notice board. Time table of lectures, various NCC, NSS, sports as well as cultural activities are displayed in order to make aware other students about various activities of the campus.

In year 2019-20, 05 new desktop systems (I3 processor, 4 GB RAM, 250 GB HDD) purchased to upgrade ICT tools.

Overall in every year, ICT technologies are upgraded as per the requirement and the need of the age.

Since 2015, we are using 100 Mbps Internet speed in our campus.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

100

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

##### 4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Smt. T.S.R. Commerce College, Patan maintains MIS ( Monthly Information System) to support its academic program and administrative operations. Management created the MIS system to make a strong bridge between the management and college. Thorough this system, the management keeps an eye on the progressive growth in the terms of infrastructure and academics. The management created data for asking various information such as electric equipments, CCTV cameras, parking lots, gardens, fire safety and securities. In the very first week of every month the college sends the required data of the college. Additionally, the information of safety log book is always kept updated and sent to the management of the campus.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://tsrcc.org/wp-content/uploads/2021/12/Procedures-and-Policies-2020-21.pdf">https://tsrcc.org/wp-content/uploads/2021/12/Procedures-and-Policies-2020-21.pdf</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

3282

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>



<b>5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year</b>	
<b>5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year</b>	
0	
File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>
<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills</b>	<b>E. none of the above</b>
File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
00	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
00	

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

**5.2.2 - Number of students progressing to higher education during the year**

**5.2.2.1 - Number of outgoing student progression to higher education**

162

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

**5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**

**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

0

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

**5.3 - Student Participation and Activities**

**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year**

**5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

Students of our college are always eager to be representative and develop leadership qualities. Our faculties believe in students' strengths. Consequently students are allotted the duty as a class representative (each and every class of B.Com. and M.Com. Their duty is to make unity the students, to work together and grow together. Besides they are representatives of the problems of the whole class. Additionally in or bring required improvement in infrastructure of the college, teaching-learning as well as student support and progression, two students from different are selected to be stakeholders in IQAC Cell. These students help us to the strengths and weaknesses of the students on the surface. Among the volunteers, there are students who are fully devoted to the various activities of the college. They believe in work is worship and they are chance to develop their leadership qualities in NSS.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/drive/folders/1Y78_-J4lnqEuXYIVDG3T4tftp0ub1jYz1">https://drive.google.com/drive/folders/1Y78_-J4lnqEuXYIVDG3T4tftp0ub1jYz1</a>
Upload any additional information	<a href="#">View File</a>

**5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**

**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

#### 5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

There is not a registered Alumni Association in our college. However an unregistered Alumni is working in college to become a link between the present students and college to resolve any problem.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

#### 5.4.2 - Alumni contribution during the year (INR in Lakhs)

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The governance of the institution is reflective of and in tune with the vision and mission of the institution

Keeping in mind the vision as it mentioned on the website is to increase the performance with discipline, self confidence and ethical moral values. The college trains the minds of the students in such a way that after getting achievement at any stage, they display confidence and moral values. The college prioritizes disciplines and moral values in the campus.

The college imparts value based education in order to compete the world particularly in the field of commerce and management. The students are prepared for the upcoming future challenges of the world.

File Description	Documents
Paste link for additional information	<a href="https://tsrcc.org/about-trust/">https://tsrcc.org/about-trust/</a>
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The College promotes participative management. New ideas to academic goals, organizational progression and better campus life are collected from all stakeholders to promote good functioning of the College. The staff and other stakeholders help in infusing a positive attitude that leads to increased efficiency, improved communication, heightened morale, motivation and job satisfaction. Believing in decentralization, the Management takes policy decisions, finance, infrastructure etc. with the help of members of the College Development Committee.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Smt. T. S. R. Commerce College, Patan

#### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Over the past 50 years, the college has grown to tremendous reputation. Strategies must be formulated, communicated and implemented effectively. Keeping in mind, the short term, medium term and long term development plans, the college always adopts a bottom-up approach with a strategic directive given from the top administration management.

#### Strategic plan

- Planned to start free coaching classes for competitive exams
- Introduce skill development and value oriented courses
- Extra lectures for poor and dull students

#### Implementation

- Extension activities were carried out through NSS
- Staff training programmes are planned and conducted in order to enhance skills and knowledge of technology of teaching and non-teaching staff.

#### Strategic Plan for the academic year 2021-22

- The college established functional Memorandum of Understanding with various organizations

#### For skill development training

- To identify and train the youth from rural areas in sports activities in the second campus
- To encourage the students participating in co-curricular/

**extracurricular activities**

- To encourage girl students to be a part of NCC girl

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

**Smt. T. S. R. Commerce College**

**Managed by North Gujarat Education Society, Mumbai**

**NGES College Campus, Rajmahel Road, Patan-384265**

**Affiliated to Hemchandracharya North Gujarat University, Patan**

**Procedure and policies 2020-21**

**Courses Offered:**

- B.Com Gujarati Medium
- B. Com English medium
- M.Com Gujarati Medium

**Admission Process:**

**For B. Com.**

**Candidates who have passed 12th Commerce from GS&HSEB, Gandhinagar or other Recognized board are eligible for the admission in B. Com. Semester-I**

**For M. Com.**



Candidates who possess B. Com. Degree from Hemchandracharya North Gujarat University or other Recognized University are eligible for the admission in M. Com. Semester-I

The admission is given on purely merit bases and as per rules & regulations prescribed by Hemchandracharya North Gujarat University and State Government.

- For admission to B.Com and M. Com. Programme, seats are reserved for different categories as per the rules of Government.

#### NSS

National Service Scheme NSS (NSS) is a scheme for the welfare of the society in which we live. It is an open service to the needy people. NSS invites volunteers among the students to come out and give their free hands to serve the society for improving their standard living and dignity of life. The college has a separate room for the NSS unit and the programme officer from the qualified staff members. The officer is the person who organizes events as part of this programme. The project mainly includes training programmes, visits to nearby villages and institutions, social work, environmental awareness, cleaning programmes, AIDS awareness, medical camps, participation in drives and rallies.

The main objectives of National Service Scheme (NSS) are:

- To understand the community in which they work
- To know the needs and problems of the community and solve them with unity
- To develop a sense of social and civic responsibility
- Proper application of practical knowledge to solve individual and community problems
- To promote leadership qualities and to bring awareness in society
- To be helpful in natural disasters and emergencies and practice national integration and social harmony

#### NCC

National Cadet Corps (NCC) helps to develop the values of leadership, discipline and obedience among the enrolled students. The NCC cadets of the campus unit actively participate in the numerous programmes and events organized for them. There are 50

cadets in our NCC unit. We hold a parade on every Friday and Saturday. Our cadets take part in State and National level camps. We arrange Campus Camp of ten days every year. Our cadets are often selected for the Pre-RDC in Delhi.

Dr. Gaurang Rami has been given honorable designation as a Lieutenant by central government and he looks after the NCC unit of our college. 15 Cadets passed the 'C' Certificate during last two years. The college has an NCC unit of Gujarat 07 Battalion. The cadets get jobs in the police department and some have joined the Indian Army.

### Sports

Sports teach us Sportsmanship, fair play, courtesy among the players and integrity besides victory or defeat. Sports and games keep us healthy to live a young and energetic life. Sports promote physical and mental developments. Students can learn qualities like confidence, competitiveness, leadership, team spirit and sportsmanship.

- One of the main objectives of the sports is to develop an understanding of the value of sports in the pursuit of a healthy and active lifestyle at the College and beyond.
- To provide the opportunity to be inventive and creative in sporting activities.
- To promote concepts of fair play, honest competition and good sportsmanship.
- To develop self-esteem and self-confidence through positive sporting experiences.
- To give refreshment and relaxation to students

### WOMEN DEVELOPMENT CELL

1. The College established Collegiate Women's Development Committee (C.W.D.C.) in 2006-2007 as per the directions of the Gujarat University, and Honorable Supreme Court to ensure the prevention of any kind of harassment of women including sexual harassment.

### Objectives of the practice:

- To bring out hidden talents in the girls

To train them for various co-curricular and extracurricular activities To develop creative art and ability

- To build their confidence by training them for various skill based activities To make them self-reliant by self-employment like domestic industries To provide them with the awareness of health, and law pertaining to women security, domestic violence
- To establish their contact with the social institutions which work for women To enhance their personality which will help them to avail the opportunities in future To provide them a ground on which they may proceed further and build their career and earn their livelihood
- This Committee meets once in week on every Wednesday at 11.30 a.m. to provide counseling to all female students who approaches the committee to develop their personality, towards self protection and provide legal guidance in their problems if they have any. C.W.D.C. holds regularly different programs of awareness, legal rights, health and hygiene and provides training to be self reliant and economically independent for all the students of the college , round the year.
- In the beginning of the year, the students were given information about CWDC and it's activities. We display the cuttings of articles from news paper and magazines which contains outstanding achievement of woman to motivate our college students. The principal, all the committee members work wholeheartedly and enthusiastically.
- Along with these classes we also arrange expert lectures of doctors, advocates and social workers; for women empowerment, law for protection of women, domestic violence, self-defence, questions related to adolescent girls, health care, food and nutrition, wrong traditions, wrong use of cosmetics and vaccines, etc. We try to make them character wise and morally sound. That will help them live their family and social life respectfully and happily.

In the 21st century, Technology plays a crucial role in building the carrier of the students. Keeping in mind the present demands,

our college has a computer lab with Wi-Fi connectivity. There are 30 computers and a skillful instructor to teach the computing skills. Our institute runs courses in basic computer skills. After completion of the course, certificates are issued to the students.

#### About Library

Library Blog-[tsrcclibrary.blogspot.com](http://tsrcclibrary.blogspot.com)

The commerce college has a separate Library used by all departments, faculties and students. The college has a large space around the building and large parking for staff as well as for students. The college also tries to develop the multi-faceted personality of its students by offering them the chances to join different cultural and extra-curricular activities. The college library is located in the eastern corner of the college building in spacious room at ground floor. The room is airy and well ventilated. The access to the library is also very convenient. The separate wing of the library provides students a peaceful atmosphere. The library has also two rooms constructed for the purpose. These rooms are utilized for the following purposes.

Room – 1: Reading Room and administrative room

Room – 2: Stake room

Room - 1 is exclusively designed as the Reading room for the staff of the college. The professors of the college avail of the facility of this Reading Room in their free hours. They also use the reference books here as such reference books are only for use in library. The room also has the administrative office of the library which keeps important files, documents and materials related to the stock of the library here. Additionally, the room contains free access to internet with updated computers to fulfill the technical demands of the students.

Room - 2 is a stake room. It is the most important part of the library. It provides a good sense of reading to the whole campus. The stake room is updated with more than fifteen thousand books which provide the knowledge in each and every field and maintain the interest of the students. It keeps newspapers, books for syllabus, reference books, magazines, books for competitive exams for the students.

### Girls' room

A girls' room was available since the existence of the institute. However it requires some changes. In 2019-20 the girls' room was renovated with the collaboration of Show Humanity Trust- an NGO by installing a bank of sanitary pads and destroyer of pads with furniture in order to provide special facilities to girls of the college.

Along with the above facilities, roll call of the particular semester, schedule of the exam, time table, results of the internal exams and various forms such as enrollment form, transcript form, eligibility form etc. are available on the college website.

File Description	Documents
Paste link for additional information	<a href="https://tsrcc.org/wp-content/uploads/2021/12/Procedures-and-Policies-2020-21.pdf">https://tsrcc.org/wp-content/uploads/2021/12/Procedures-and-Policies-2020-21.pdf</a>
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

### 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

## 6.3 - Faculty Empowerment Strategies

### 6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Smt. T. S. R. Commerce College, Patan

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

#### 1. Employees Provident Fund as per PF rules

Keeping in view the future safety of employees, the institute contributes specific amount towards PF of an employee as per PF rules.

#### 2. Medi claim-Health Insurance

The management has taken an accident insurance of one lack rupees for each and every employee of the campus including adhoc staff as well as students.

#### 3. Gratuity

Gratuity is applicable to every staff after five year of permanent service.

#### 4. Full paid Maternity Leave

Under humanitarian grounds, the institute provides 180 days full paid maternity leaves to all female employees without any bias.

#### 5. DL

All faculty members are entitled to have Duty Leave for appearing and presenting their papers in seminars, conferences or workshops. They are also paid registration fees from the fund of the management.

#### 6. Encashment of Earn leaves at the end of service

At the end of service of an employee, he/she can en-cash his/her earned leaves as per the rules.

#### 7. Salary timely credited to bank account of employee.

In each month, the employee gets the salary on time through bank accounts only.

#### 8. Festival advance

Non-teaching staff are paid one month full salary to adhoc staff in advance as a bonus for celebrating festivals.

#### 9. Bank books

The bank books for the poor boys are created and well maintain in order to provide assistance to poor and needy boys. A number of students benefited from this service.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

##### 6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

#### 6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

##### 6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

00

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**

**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

00

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

**6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff**

**Smt. T. S. R. Commerce College, Patan**

**Performance appraisal system for teaching and non-teaching staff**



A good performance management system works towards the improvement of the overall organizational performance of teams and individuals for ensuring the achievements of the overall organizational mission and vision. An effective performance management system plays a crucial role in managing the organization in an efficient manner. In line with this, the Institute is following the appraisal scheme suggested by UGC viz. Performance Based Appraisal System (PBAS). In this scheme, the performance s are classified into three categories

1. Teaching, Learning and Evaluation related activities
2. Co-Curricular, Extension and Professional Development related activities
3. Research Publications and Academic Contributions

The following weightages are assigned to these categories: 100:75:300. These are called Academic Performance Indices (API). At the end of each academic year, the data pertaining to the above categories are collected from each faculty member in the proforma suggested by AICTE. Based on the data collected, API scores are calculated for each of the three categories. The Principal in consultation with senior Professors fix certain minimum API scores to be achieved by the faculty members in the three categories.

These scores are used for the award of career advancements to faculty members and for promotion to next higher position.

Further, at the end of each semester, feedback forms are issued to the students for each of the courses attended by them. The feedback forms in the form of questionnaire collect information about the teacher and different aspects pertaining to the teaching process. A team consisting of the Head of the Department and Senior Professor in the Department goes through the feedback forms collected from the students and suggest suitable measures to improve the teaching- learning process. As such there is no performance appraisal system followed for non teaching staff in the institute.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The latest software of the Tally has been installed in order to keep the data updated for the entire account of the college. All the receipts and expenditure is prepared and sent to the authorities of the education department at the end of the financial year. Mahendra N. Shah and Co. has been appointed by the management as the external auditor for the management expenditure. At the end of the financial year, they prepare the final report by preparing the annual financial statement.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

00

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Smt. T. S. R. Commerce College, Patan

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Institutional strategies for mobilization of funds and the optimal utilization of resources

Institute maintains & follows a well-planned process for the mobilization of funds and resource. Institute has designed some specific rules for the fund usage and resource utilization.

- The student Tuition fee is the major source of income for the institute
- The management provides need-based loans to individual colleges.

#### Utilization of funds

- The management provides need-based loans to individual colleges.
- The committee seeks quotations from vendors for the purchase of equipment, computers, books, etc.
- The quotations are invited and later scrutinized by the finance and purchase committee before a final decision is made based on parameters like pricing, quality, terms of service, etc.
- The management, committee as well as principal of the college reviews and ensure that the expenditure lies within the allotted budget.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

Internal Quality Assurance Cell (IQAC)

The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in overall performance of the Institutions. The IQAC will make a significant and meaningful contribution in the post-accreditation phase of the Institution. During the post- accreditation period, the IQAC will channelize all efforts and measures of the Institution towards promoting its academic excellence.

The objectives of the IQAC are:

- To ensure continuous improvement in the entire operations of the Institution.
- To ensure stakeholders connected with Education, namely parents, teachers, staff, employers, funding agencies, society in general, of its own quality and probity.
- To develop a quality system for conscious, consistent and programmed action to improve the academic and administrative performance of the institution.

Benefits

IQAC will facilitate / contribute:

- To ensure a heightened level of clarity and focus in institutional functioning towards quality enhancement and internalization of the quality culture NAAC for Quality and Excellence in Higher Education.
- To promote measures for the functioning of the Institution towards quality enhancement through initialization of quality culture and Institutionalization of best practices.
- To build a better internal communication.

## Functions

- Development and implementation of quality benchmarks/ parameters for the various academic and administrative activities of the Institution.
- Arrangement for feedback responses from students and other stakeholders on quality related processes of the institution.
- Dissemination of information on the various quality parameters of higher education.
- Documentation of the various programs/activities leading to quality improvement.
- Preparation of the Annual Quality Assurance Report (AQAR) to be submitted to NAAC based on the quality parameters.

## Strategies of IQAC

1. Ensuring quality, timely and progressive performance of academic, administrative and financial tasks.
2. The relevance and quality of academic and research programmes.
3. Optimization and integration of modern methods of teaching and learning.
4. The credibility of evaluation procedures.

IQAC has contributed significantly for institutionalizing the quality assurance strategies and processes, the following two practices are the results of IQAC initiatives

### 1. Study Hours

Smt. T.S.R. Commerce College, Patan has started conducting study hours by which the students can improve their academics. Individual attention is paid to the students to clarify their doubts in difficult subjects. More emphasis is given to solve the numerical problems and experts are invited for further acquisition of knowledge.

### 1. Collaborative Learning

The institution emphasizes the process of collaborative learning to impart quality education of business and correspondence to the students. It involves groups of students working together to solve a problem, completes a task, or creates a product. It is based on the idea that learning is a natural and social act in which the

participants talk among themselves. Social media especially Whatsapp plays a very vital role through which sums are calculated.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process. The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed. Admission to various programmes, summer, winter and mid-term vacations, examination schedule and declaration of results are notified in the Academic Calendar. All newly admitted students have to compulsorily attend the Orientation Programme, in which they are made aware of the uniqueness of the Education system, the teaching-learning process, the system of continuous evaluation, compulsory core courses, various cocurricular activities, discipline and culture of the Institute. All students are also given proper guidance of the campus and the various facilities. Students are apprised of the Time-Table, Programme structure, syllabi of the courses before the semester commences. Important announcements are made in the morning assembly and attendance and conduct of classes are monitored. The Discipline Committee members make random visits to ensure smooth functioning of classes. Class Committees are regularly conducted with students to take feedback and appropriate steps are taken to enhance the teaching-learning process. Feedback from students is also taken individually by teachers through IQAC. Students are also free to approach the Director of the Institute for feedback and suggestions. Feedback is properly analyzed and shared with the Director of the NGES campus.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**E. None of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

**Measures initiated by the institution for the promotion of gender equity during the last five years:**

- Separate NSS unit is started exclusively to encourage the girl students
- Beti Bachao, Beti Padhao Jan Aandolan Rally at Patan
- Celebrations of International Women's Day and Yoga Sessions are celebrated every year
- Girls are equally promoted for sports

File Description	Documents
Annual gender sensitization action plan	<a href="https://drive.google.com/file/d/1HGUDnfsBTjjOAhVN4RaHKJ_kcj0dTltz/view?usp=sharing">https://drive.google.com/file/d/1HGUDnfsBTjjOAhVN4RaHKJ_kcj0dTltz/view?usp=sharing</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://drive.google.com/file/d/17laq-4uKbq70TfyO96R3MQiRfSe2tTlP/view?usp=sharing">https://drive.google.com/file/d/17laq-4uKbq70TfyO96R3MQiRfSe2tTlP/view?usp=sharing</a>

<b>7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment</b>	<b>E. None of the above</b>
--	-----------------------------

File Description	Documents
Geo tagged Photographs	<b>No File Uploaded</b>
Any other relevant information	<a href="#">View File</a>

**7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management**

**The following wastes are being disposed by the college:**

**Solid Waste Management**

College has a place on its campus where the solid wastes materials are disposed. It is to be noticed that there is flagship program of the state government that comprises of the concept of solid waste management. Keeping this in view, the college also manages its solid waste management system. However, there is no more waste from college.

**Liquid Waste Management-** There is no Liquid Waste Management system in the college.

**Biomedical Waste Management-** There is no biomedical waste management system in the college



**E-waste Management-** There is no e-waste management system in the college.

**Waste recycling system-** There is no system of Waste recycling in the college. However, there is rain water harvesting system in the college.

**The e-medical Waste Management-** There is no e-medical waste management system in the college.

**Hazardous chemicals and radioactive waste management-** There is no Hazardous chemicals and radioactive waste management system in the college

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="https://drive.google.com/file/d/1XFwDmtMPuEeUAv3CPvsnP7wXjssv_SjA/view?usp=sharing">https://drive.google.com/file/d/1XFwDmtMPuEeUAv3CPvsnP7wXjssv_SjA/view?usp=sharing</a>
Any other relevant information	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles

A. Any 4 or All of the above

<p><b>3. Pedestrian Friendly pathways</b>  <b>4. Ban on use of Plastic</b>  <b>5. Landscaping with trees and plants</b></p>	
---	--

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

**7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution**

<p><b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</b></p>	<p><b>D. Any 1 of the above</b></p>
---	-------------------------------------

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

<p><b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b></p>	<p><b>E. None of the above</b></p>
--	------------------------------------

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	<a href="#">View File</a>

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

#### Response

To build a nation of youth who are noble in their attitude and morally responsible, the college organizes and conducted several activities to build and promote an environment for ethical, cultural, and spiritual values among the students and staff. To develop the emotional and religious feelings among the students and the faculty, commemorative days are celebrated on the campus with the initiative and support of the management for not only recreation and amusement but also to generate the feeling of oneness and social harmony.

The college and its teacher and staff jointly celebrate the cultural and regional festivals, like New-year's day, teacher's day, orientation and farewell program, rally, oath, plantation, Youth day, Women's day, Yoga day, festivals like Diwali Mela celebration, Holi Milan celebration etc. religious ritual activities are performed in the campus.

Motivational lectures of eminent persons of the field are arranged for all-round development of the students for their personality development and to make them responsible citizens following the national values of social and communal harmony and national integration.

The institution believes in equality of all cultures and traditions as is evident from the fact that students belonging to different caste, religion, regions are studying without any discrimination. Though the institution has diverse socio-cultural background and different linguistic, we do not have any

intolerance towards cultural, regional, linguistic, communal socio economic and other diversities. With great fervour the national festivals, birth anniversaries and memorials of great Indian personalities like Mahatma Gandhi Sardar Vallabhbhai Patel, Dr. Bhimrao Ambedkar, Sarvepalli Radhakrishnan, Lal Bahadur Shastri. On birth anniversary of Sardar Vallabhbhai Patel on October 31, institution celebrates Rashtriya Ekta Diwas (pledge is taken by staff and students on National Integration Day) every year.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Smt. T. S. R. Commerce College, Patan

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

#### 1. Karuna Abhiyan

The program titled as Karuna Abhiyan was conducted on 13th and 14th January 2021 at Patan by NSS unit of Smt. T. S. R. Commerce College, Patan. Selected students showed willingness to be present to save injured birds by the proper treatment. In order to fulfil the objective of Government, the effort was done. Through this program the college tried its best to spread kindness and humanity in the society.

#### 2. Voters' Awareness Programme

On 24th February, 2021 Swapin Khare, I.A.S. officer of Election Commission and Municipal Corporation Patan, Deputy Collector, Patan and Smt. T. S. R. Commerce College, Patan collaboratively organised Voters' Awareness Programme at the college campus. The theme of the programme was to motivate students as well as citizens of the society to sustain democracy by giving their

valuable votes. The guidance for the UPSC exams was rendered.

(3) Values for Humanity

Ethical values are first and foremost for the institute, Students are motivated to visit orphanages as well as old age homes to serve the local adopted school or village through NSS. On 27th February, 2021 around 15 students were motivated to visit Old Age Home managed by Heera Shankar Charitable Trust, at Khimiyana, Ta. & Dist. Patan by NSS unit of Smt. T. S. R. Commerce College, Patan. Students distributed various useful gifts to the old age persons. It was a great surprise for them; smiling faces of the old people made satisfied the students' effort.

(4) National Voters' Day to uphold democracy

On 25th January, 2021 National Voters' Day was celebrated in Smt. T. S. R. Commerce College, Patan. Under this programme Volunteers of NSS unit joined online for the virtual celebration. Voters' took the pledge to give their valuable votes to sustain democracy in our nation.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

**D. Any 1 of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Various national and international days are celebrated each year regularly. Republic Day, Independent Day, Voters' Day, Teachers' Day, Gandhi Jayanti and so on. The students are motivated to participate in these days to show their role as a responsible citizen of our nation.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

1. Title of the Best Practice I: More Strength of the students than other affiliated Commerce colleges of the North Gujarat University, Patan.

2. Goal: As per the demand, the college always asks for more seats for enrollment from the university. The college tries to fulfill the demand by extra seats. However the college has limitations as far as teaching and non-teaching staff is concerned. Additionally there is lack of infrastructure in our college. The classrooms are compact. There is not an issue of strength of the students at all.

3. The context: The College has well infrastructure, enough classrooms, parking and all other needed facilities to impart education for mass students. From the large mass, the college has a large scope of talented students and can be selected for NSS, NCC, sports and cultural activities.

4.The Practice: Because of more admissions, the competition increases among the students for better result. The college can recruit the staff from our former students. Number of Alumni students served the college in the past and still the college recruits best of them. Through collaboration and harmony, students can achieve the best.

5. Evidence of Success: Every year the demand ration for admission remains at least more than 1:1.30. Even though there are self-finance colleges for B.Com. degree in Patan city, there is more rush of admission in our college. The same position we can find in M.Com. degree also. To meet the demands of the students for admission in our college, management has started one self-financed college in B.Com. Programme in English medium.

6. Problems Encountered and Resources Required: Due to a number of admissions in the UG, poor students spoils the results of the institute. The classrooms are not spacious, so in summer time students and professors are suffering from the problem of suffocation during teaching-learning activities. During exam time there is a great problem of seating arrangement when university exams of two or more semesters run together. The college requires additional spacious classrooms to conduct exam of all semesters together.

1. Title of the Best Practice II: Credit Society in the Campus

2. Goal: Credit Society in the Campus was established in 1971 with a view to provide monetary help to a needy employee at a critical situation with minimum required documents. Every year those who earned an achievement in higher education are honoured by credit society.

3. The context: The NGES campus has more than 400 employees serving in various institutes of the campus. Some employees serve institute in fixed salary and are in need of economic assistance at a worst time of life. Especially in Covid-19, credit society became a lifeguard in one's life which charges low interest against the amount you asked for.

4. **The Practice:** The employees of the campus need not to go outside the campus asking for loan. The employees can proceed for loan in the campus without tension and wasting time and energy with fewer formalities. The society charges less interest. Besides, they can put a complete trust on the colleagues. The credit society has a huge fund and periodically it is distributed among members. Besides it, the credit society helps the dead members of the society and his or her family with its own two lacks insurance policy, additionally the society federation has two lacks insurance policy for extreme support to his or her family to come out of the worst family situation.

5. **Evidence of Success:** There are eighty members of the society. The class three and four employees take the maximum benefit of this service. It charges less than 8% interest for loan with the maximum amount fifteen salary of an employee.

6. **Problems Encountered and Resources Required:** The ad-hoc and visiting staff members of the campus cannot be a member of the credit society. Secondly, the society cannot provide facility of housing loan.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

#### Institutional Distinctiveness - 2020-21

Ethical values are first and foremost for the institute, Students are motivated to visit orphanages as well as old age homes to serve the local adopted school or village through NSS. On 27th February, 2021 around 15 students were motivated to visit Old Age Home managed by Heera Shankar Charitable Trust, at Khimiyana, Ta. & Dist. Patan by NSS unit of Smt. T. S. R. Commerce College, Patan. Students distributed various useful gifts to the old age persons. It was a great surprise for them; smiling faces of the old people made satisfied the students' effort.



File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

The College Smt. T. S. R. Commerce College has planned to motivate faculty members to keep themselves in research activities under IQAC cell. More off campus activities will be given top priority. IQAC room, NCC and sports room, NSS room will be updated/upgraded with IT tools in order to keep a good record of the data digitally. Students interested in various sports will be motivated in order to achieve awards, medals and to establish unique identity in the field of sports.