

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

I. Details of the Institution

1.1 Name of the Institution

SHRI H. S. SHAH COLLEGE OF COMMERCE

1.2 Address Line 1

COLLEGE CAMPUS

Address Line 2

DHANSURA ROAD

City/Town

MODASA

State

GUJARAT

Pin Code

383315

Institution e-mail address

hscmod@yahoo.co.in

Contact Nos.

02774-242624

Name of the Head of the Institution:

Dr. Sudhir G. Joshi

Tel. No. with STD Code:

02774-242624

Mobile:

09825303240

Name of the IQAC Co-ordinator:

Prof. Dr. M.K.Patel

Mobile:

09428642324

IQAC e-mail address:

hscmod@yahoo.co.in

1.3 NAAC Track ID (For ex. MHC0GN 18879)

GJCOGN13000

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC/41/86 dated 10-02-2007

1.5 Website address:

www.hscmod.ac.in

Web-link of the AQAR:

www.hscmod.ac.in/AQAR 2012-13.doc

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.73	2007	5 Yr.
2	2 nd Cycle	Applied			
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

17-08-2007

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

2012-13

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR__2007-08 Dt: 23-10-2008 ____ (DD/MM/YYYY)
- ii. AQAR__2008-09 Dt: 15-10-2009 ____ (DD/MM/YYYY)
- iii. AQAR__2009-10 Dt: 02-11-2010 ____ (DD/MM/YYYY)
- iv. AQAR__2010-11 Dt: 14-07-2011 ____ (DD/MM/YYYY)
- v. AQAR__2011-12 Dt: 10-11-2012 ____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

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

Hemchandracharya North
Gujarat University, PATAN

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc : No

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held 02

2.11 No. of meetings with various stakeholders: No. Faculty
Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- 1. University level Computer Parichay Shibir was organised with the help of IQAC.
- 2. Efforts for restarting NCC are in process.
- 3. IQAC regularly monitored the student progression throughout the year.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
1. At least one workshop or seminar should be organised 2. NCC should be restarted.	1. University level Computer Parichay Shibir was organised with the help of IQAC. 2. Efforts for restarting NCC are in process.

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

06 visiting lecturers were provided by the management.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

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

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	2
Trimester	
Annual	

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

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

**Please provide an analysis of the feedback in the Annexure*

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

NO

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

NO

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
7	2	4	1	

2.2 No. of permanent faculty with Ph.D.

04

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	06	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

-

03

04

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	04	-	01
Presented papers	-	-	-
Resource Persons	-	-	01

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

Teaching through ICT, BISAG, Guest Lecture, Continuation of remedial classes.

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

150

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

BAR CODING

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

03

02

02

2.10 Average percentage of attendance of students

>80%

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
T.Y B.Com	203	0	44	81	42	0
M.Com	16	1	8	5	2	0

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

2.13 Initiatives undertaken towards faculty development

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

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	01	04	01	01
Technical Staff	01	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

IQAC encourages faculty members to pursue research in their respective subjects. As a result, two of permanent faculty & one temporary faculty got Ph.D degree.

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	-	-	01
Outlay in Rs. Lakhs				

3.4 Details on research publications

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

3.5 Details on Impact factor of publications: N.A.

Range Average h-index Nos. in SCOPUS

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

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

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from **N.A.**

UGC-SAP CAS DST-FIST
 DPE DBT Scheme/funds

3.9 For colleges
 Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences
 organized by the Institution

Level	International	National	State	University	College
Number				01	
Sponsoring agencies				HNGU, Patan	

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs : **NIL**

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
02	--	--	--	02 (Ph.D)	--	--

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

01

01

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

--

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level

National level International level

3.22 No. of students participated in NCC events: NIL

University level State level

National level International level

3.23 No. of Awards won in NSS: NIL

University level State level

National level International level

3.24 No. of Awards won in NCC: NIL

University level State level

National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

- Red Ribbon Club, Woollen Cloth Distribution to Needy, Blood Donation,
- Plantation, Save Girl Child Rally, Visit to Rehabilitation centre for patients of Leprosy Etc.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	18.29 Acre	-	-	18.29 Acre
Class rooms	13			
Laboratories	02			
Seminar Halls	01			
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	--	05		
Value of the equipment purchased during the year (Rs. in Lakhs)	47.29 Lacs	2,51,363	UGC	
Others				

4.2 Computerization of administration and library

We are on the track to have computerisation in these departments.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	9401	822772	637	67055	10038	832810
Reference Books	12652	989771	196	99172	12848	1002619
e-Books						
Journals		--		12307		
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	75	35	02	--	35	05	--	--
Added	05	--	25	--	--	--	--	05
Total	80	35	27	--	35	05	--	05

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

NIL

4.6 Amount spent on maintenance in lakhs :

i) ICT	--
ii) Campus Infrastructure and facilities	13281
iii) Equipments	--
iv) Others	--
Total :	13281

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC takes keen interest in enhancing student support services like infrastructure facility, Scholarships, participation in seminars and various competitions, remedial classes, assignments, Classes for competitive exams, etc.

5.2 Efforts made by the institution for tracking the progression

Institution has made serious and continuous efforts to track the progression in achieving above mentioned suggestions of IQAC. Eligible students are given scholarships from gov. and other sources. Remedial classes are started for SC/ST/OBC & Minority students. Institution bears the expenses for sending the students for attending seminars and participating in various competitions.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
904	65	--	--

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

Men	No	%	Women	No	%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
591	37	38	275	--	941	460	43	33	368	--	904

Demand ratio 1:1

Dropout % 4 to 8

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

Classes are run by Management to train the student about competitive exam like UPC, GPC, staff election and also the local competitive exams.

No. of students beneficiaries

85

5.5 No. of students qualified in these examinations NIL

NET	<input type="text"/>	SET/SLET	<input type="text"/>	GATE	<input type="text"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text"/>

5.6 Details of student counselling and career guidance

Lectures had been arranged to make the students aware about the opportunities in banking sector, C.A, C.S, ICWA etc.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed

5.8 Details of gender sensitization programmes

Lectures and awareness programs are arranged by the Women Redresser Cell and CWDC.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	12	7200
Financial support from government	114	211890
Financial support from other sources	02	2600
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Our Vision:

A bright and promising future for every youth of this region, who enters the threshold of this institution, by imparting qualitative education in the field of commerce.

Our Mission:

To mould the youth of this semi-rural area to cope up with the changing global economy and make them competent in the field of banking, commerce and industry to be capable of self-reliant, self-disciplined and adventurous and thereby accelerate the nation building process of our developing economy.

6.2 Does the Institution has a management Information System

Yes.

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

6.3.1 Curriculum Development

CBCS system is adopted at both UG and PG level by the college. Curriculum is designed by the university.

6.3.2 Teaching and Learning

ICT, PPT and expert lectures through BISAG are emphasised.

6.3.3 Examination and Evaluation

University and CBCS pattern is adopted by the institution in both internal and external exams.

6.3.4 Research and Development

02 of our faculty members got Ph.D degree in recent year. One faculty member started his Ph.D.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library automation is in process. ICT equipments have been purchased to assist ICT based teaching learning process.

6.3.6 Human Resource Management

Career counselling, UDISHA, Job Placement, Classes for competitive Exams, seminar on Tally expert are organised by the institution for Human Resource Management

6.3.7 Faculty and Staff recruitment

No faculty is recruited in the recent year as it is dependent on the government policy. To cope up with demand of workload management recruited 05 visiting faculties.

6.3.8 Industry Interaction / Collaboration

Seminar on 'Small Scale Industry' by District Industrial Board and visit to Sabar Dairy and Dudh Sagar Dairy were arranged as an industrial Interaction.

6.3.9 Admission of Students

It is completely based on merit. Admission process is done in accordance with the university and government rules. Students are attracted by the name and fame of the institution and the feedbacks of the past and present students.

6.4 Welfare schemes for

Teaching	√
Non teaching	√
Students	√

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done

Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			Yes	C.A
Administrative				

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

For UG Programmes Yes No

For PG Programmes Yes No

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

1. Bar coded system
2. stickers
3. Central Assessment

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

Our university does not offer autonomy to any affiliated institution.

6.11 Activities and support from the Alumni Association

Felicitating the students by awards, sponsoring fees for the needy students and by offering services whenever is needed.

6.12 Activities and support from the Parent – Teacher Association

No such formal association is in place in this institution.

6.13 Development programmes for support staff

1. Credit Society for both Teaching and Non-teaching staff.
2. Residential facility for both teaching and non-teaching staff.

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

1. Boards like 'Clean Campus Green Campus' are placed on the campus.
2. Plantation is done on the campus every year.
3. Using plastic is banned in the campus.

Criterion – VII

7. Innovations and Best Practices

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

1. Compulsory PPT presentation by the PG students and oral presentation by the UG students.
2. Expert lectures through BISAG.

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

1. Attracted maximum students from the college and sister colleges for SCOPE exams.
2. Enhanced employability skills through LSTP.

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

1. Student Welfare Schemes.
2. Proficiency in English through SCOPE.
3. Enhancing skills through LSTP.

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

7.4 Contribution to environmental awareness / protection

Plantation, Save Water Campaign, Drip Irrigation Awareness, Environment Study as a subject - are some steps taken by the college for environmental awareness.

7.5 Whether environmental audit was conducted? Yes No

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

Institutional Strengths (S):

- Team spirit
- Experienced and well Qualified Staff.
- Practice of Remedial Coaching.
- Creditable Academic Performance
- Well equipped Computer lab & Language Lab.

Institutional Weaknesses (W) :

- Implement State Government / University Policy impulsion.
- Lack of teaching and non- teaching staff
- Excessive workload for the faculty members.

Institutional Opportunities (O) :

- Provision of Up gradation and Expansion of Physical and Supportive Infrastructure
- Provision to introduce new subject/Courses with the consent of the UGC/University.
- Provision for applying for CPE status. (Colleges with Potential of Excellence)

Institutional Challenges (C) :

- Excessive Strength
- Quantitative Pressure of Assessment and Evaluation
- Heterogeneous Nature of classes and students
- Co-ordinating with University and other external agencies.
- Lack of teaching and non- teaching staff

8. Plans of institution for next year

- | |
|---|
| <ol style="list-style-type: none">1. Restarting NCC.2. Library and office automation.3. Maximum use of ICT in classrooms. |
|---|

Name Dr. M. K. Patel

Name Prin. Dr. Sudhir G. Joshi

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Shri H. S. Shah College of Commerce, MODASA

Calender for the Academic Year : 2012-13

No.	Date	Name of the Event
1	15/06/2012	Commencement of New Academic Year
2	18/6/12	Farewell function of the Librarian
3	22/23-6-12	SEnZ award
4	28/6/12	Know your college
5	3/7/12	Celebration of gurupurnima
6	15/08/13	Independence Day Celebration
7	17/8/12	Lecture on taxation
8	3/9/12	Lecture on Job opp. in banking
9	7/9/12	Drawing competition
10	10/9/12	Teacher's Day Celebration
11	11/9/12	Plantation and plant distribution
12	12/9 /12	Elocution Competition
13	14/9/12	Quiz Competition
14	15/9/12	Lecture on job opp. In commerce field
15	23/9/12	Lecture on Swami Vivekanand under gyan dara
16	6/10/12	Essay Competition by Election commission
17	19/10/12	Thalessemia camp for F.Y.B.Com Student
18	3/11/12	Navratri Celebration

19	5,6,7/11/12	Computer Parichay & talim shibir
20	9/1/13	Gardichair abhimanyu award test 2013
21	10/1/13	Essay Competiton by Ramkrishna mission at Baroda
22	12/1/13	Rally on Vivekanand Janmjayanti
23	22/1/13	Vangi & mahindi competiton
24	23to29/1/13	N.S.S. Special Camp at surajpura
25	26/01/14	Celebration of Republic Day
26	31/1/13	Groupday
27	1/2/13	Sari & suit day
28	2/2/13	Traditional day
29	13/02/13	Annual Day Celebration
30	18/2/13	Surynamaskar
31	23/2/13	Management's Establishment Day Celebration
32	13,14/4/13	Uni. Sangosthi Shibir at Palitana
33	26/4/13	End of second term