Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**SHRI V. R. PATEL COLLEGE OF COMMERCE, MEHSANA.**
Name of the head of the Institution	**Dr. J. K. Patel**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**+919428248518**
Mobile no.	**9824611004**
Registered Email	**prinjkpatel@yahoo.co.in**
Alternate Email	**vrpccm@gmail.com**
Address	**Nr. Nagalpur S. T. Pick Up Stand, Highway, Nagalpur, Mehsana.**
City/Town	**Mehsana**
State/UT	**Gujarat**
Pincode	**384002**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Semi-urban**
Financial Status	**central**
Name of the IQAC co-ordinator/Director	**Prof. Vishnubhai B. Patel**
Phone no/Alternate Phone no.	**+919428248518**
Mobile no.	**9879057213**
Registered Email	**acgv.2006@gmail.com**
Alternate Email	**vrpccm@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.vrpccm.org/images/download/AQAR-2018-2019-3702.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.vrpccm.org/images/download/academic-calendar-2019-20-5387.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B+**	**75.50**	**2007**	**31-Mar-2007**	**30-Mar-2012**
2	**A**	**3.02**	**2014**	**05-May-2014**	**04-May-2019**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**01-Jul-2008**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Thalassemia Test	**26-Jul-2019 2**	**648**
Expert lecture on Economic Development of Women	**30-Jul-2019 1**	**20**
Five Day Seminar on Cooperative Training for Women	**05-Aug-2019 5**	**60**
One Day Seminar on Women Empowerment	**07-Aug-2018 1**	**200**
Expert lecture on GPSC Exam	**08-Aug-2019 1**	**250**
Women Health Seminar: Awareness and Examination of Health	**06-Jul-2019 1**	**170**
One Day Conference on Financial Planning	**13-Jul-2019 1**	**180**
Expert lecture on Competitive Examination	**20-Jul-2019 1**	**300**
[View File](#)		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Knowledge Consortium of Gujarat	**UDISHA**	**Gujarat Government**	**2019 365**	**50000**
Knowledge Consortium of Gujarat	**RUSA**	**Gujarat Government**	**2019 365**	**183791**
[View File](#)				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**2**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Motivated the students to appear at competitive examinations conducted by the Government of Gujarat at regular intervals

Created awareness concerned with the epidemic i. e. Corona virus

Commenced a campaign for the health awareness for boys and girls

Organised a seminar on Financial Planning

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
To motivate the faculties to do more research-oriented activities so that they can enrich the knowledge of the students	The principal motivated all the faculties to participate in the research-oriented activities.
To renovate and paint the entire building of the college	The entire college building has been fully renovated and painted.
To make a preparation for the NAAC Cycle III procedure	Preparation for the NAAC Cycle III procedure is in progress.
To orient the students for the competitive exams	Conducted Competitive Exams Training Programmes in association with Takshashila Institute
To organise a book fair	Organised a book fair between 28th December, 2019 and 30th December, 2019 i.e. for three days.
To go for cleanliness drive	Cleaned the entire college campus by NSS Volunteers
To organise more and more co-curricular and extra-curricular activities in order to explore the hidden potentialities of the students	A number of co-curricular and extra-curricular activities we organised in order to explore the hidden potentialities of the students
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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date

Sardar Vidyabhavan Trust	18-Jan-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2021
Date of Submission	21-Dec-2021
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	The institution has Management Information System. The detailed information related to Management Information System (MIS) is as follows: • The Head of the institute serves as a liaison between the students and the trust. Infrastructural needs for the institute are conveyed to the management by the principal and the principal sees to it that they are fulfilled. • Since ours is a college affiliated to HNGU, Patan and it is only 55 kms. away from our college, the principal is able to maintain liaison between the university and the college. • The Principal along with the senior faculty members, plans the academic calendar beforehand and then discussed in the staff meeting for finalization. Saptdhara and departmental activities are also incorporated into institutional strategic plan. • The principal attends all the parent teacher meetings and meetings with other stakeholders viz. club members, NGOs, Government Organizations, organized at the college. • The institute has introduced the CBCS System and started updating the syllabus where certain courses were incorporated in consultation with the stakeholders like General Knowledge, Entrepreneurships, Finance Management, and Computer application. • The Principal is also a member of Grievance Redressed Cell (GRC) for the students where the grievances are redressed and students are counselled. • Frequently, the students' feedback is taken orally

about the teachers as well as the subjects they teach. • Every year the Prospectus is published wherein all the activities of the college are highlighted. It is made available to all the stakeholders. • Achievements of the faculty members and students are reflected in the magazine "Divita". • Coverage in print media is a regular feature which is carried out as and when there are college activities and achievements. • Eminent personalities from the state and town are invited to the college to grace the occasion of annual day celebration and other programmes. • Stakeholders and other guests are also invited to be a part of college activities. • Members of management remain present on most of the events organized by the college. • The Principal is in constant touch with the faculty members and the nonteaching staff. The performance of all the members of the college is reported to the top management by the principal. • The departments of the college have environment conducive to working which makes it easier for the faculty members to perform their duties devotionally. Departmental activities are planned and executed by the department taking the principal in to confidence. All the faculty members extend their support to the departmental activities. • Many courses demand interdepartmental liaison. The elective subjects offered to the students are planned interdepartmentally. • Expertise of the faculty members is taken into consideration for academic and nonacademic activities of the college. • The administrative staff works enthusiastically in executing all the programmes successfully. • The college closely works in collaboration with the Government and Non government agencies. • Various student committees have been formed and they are in constant touch with one another. The members implements the activities planned under Saptdharas. • NCC, NSS, sports and cultural activities are integral parts of the extracurricular activities. They are performed very well by the students and faculties concerned.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The college is affiliated to the Hemchandracharya North Gujarat University, Patan. In fact, the curriculum is designed, modified and decided by the Board of studies, Faculties concerned and Academic Council of the University strictly on the guidelines provided by the UGC from time to time. The college has just to implement it. The college follows the curriculum verbatim designed by the university. The academic calendar is prepared keeping in mind the number of units included in a particular subject. Usually, we devote three lectures in a week to each subject. The college cannot make any change in the curricula designed by the university. This college is one of the oldest and largest colleges of the university. At least three principals or faculty members of the college have enjoyed the designations as Deans of Commerce Faculty in the university. Many senior teachers of the college have been & had been the members or the chairpersons of either the Board of Studies or of the Academic Council. They have been contributing a lot in the process of forming the curricula of different class levels i. e. from B. Com. Sem. I to M. Com. Sem. IV. Though not directly but indirectly the college plays a significant role in framing the curricula. Thus, we are instrumental in planning and implementing the syllabi designed by the university. • A mandatory course in Environment studies was suggested by U.G.C. and Hemchandracharya North Gujarat University, but it is incorporated as foundation course in B.Com. Sem. II programme by the institution. • Choice Based Credit System has already been implemented from academic year 2009 onwards. • The faculties of the institution have also been appointed as members of Academic Council, Senate and Syndicate bodies of Hemchandracharya North Gujarat University. • The institution has installed Over Head Projectors (OHPs) in classrooms to increase the participation and involvement of students in the subjects taught by the teachers concerned. • Since 2011, the college has facility for live telecast of BISAG (all Gujarat integrated classroom) lectures on different subjects are made available to the students of Gujarat by the Commissionerate of Higher Education, Government of Gujarat. Four faculties of our college have delivered lectures at BISAG. Thus we have made considerable contribution in planning and implementing the syllabus.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Finishing School Batch 4	Nil	01/11/2019	10	Employability	Motivational Skills
Finishing School Batch 5	Nil	01/11/2019	10	Employability	Leadership qualities

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BCom	Nill	Nill
[View File](#)		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nill	Nil	Nill

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	88	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Women Cooperative Training	05/05/2019	66
[View File](#)		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MCom	Accountancy & Commerce	450
[View File](#)		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

Institution has its own website and regularly upgraded during current year we collect feedback online from our students, teachers, alumni and parents regarding syllabus. We prepared separate questioner for each of the stakeholders. IQAC, Principal and faculty member motivate students to fill feedback. According to above mention question all stakeholders put their view against it. First, we collect feedback and analysed it. Our feedback analysis committee analysed all feedback and prepared a conclusion of each feedback question. They also find out lacuna of syllabus and put it again IQAC. Our institute is an affiliated institution with Hemchandracharya North Gujarat University, Patan and not an autonomous institution. The University frames the curriculum of all the subjects to be delivered in the affiliated institutions so institute is helpless to change syllabus but we collect feedback from faculty and students, summarized it and send to BOS of respective subjects in university for implementation. In order to enrich the curriculum, the feedbacks are obtained from the stakeholders regularly. They are also used to enhance the overall competence of the students for employability. Their feedbacks are as

under: ? Students: The students express their opinion on curriculum through response sheets/feedback. ? Faculty: Faculty takes regular feedback from stakeholders on academic, curriculum, placement, trends and teaching methodology. The teachers collect the exit level feedback from the graduates regarding learning processes after the end of academic session every year. Opinion and suggestion of post graduate subject teachers are also taken into consideration. ? Principal: The Principal's office will then process and submit the analysis report and present it to the college managing committee. ? Management: Our management body consists of learned academicians and industrialists. Thus, their inputs are also taken into consideration to enrich the syllabus. ? University: The feedback is communicated to the University for Appropriate Action through the faculty members who are the part of the Board of studies in the university. ? IQAC: The IQAC analyses feedback and prepares a response chart for future use. ? Parents and Alumni members: Suggestions from the parents and alumni members are taken on the basis of their experiences to cater to the needs of present market scenario.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	Accountancy	650	727	706
MCom	Accountancy	300	349	326
View File				

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1818	572	6	5	5

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
7	4	200	20	Nill	1
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Unique arrangements have been made for mentoring of students in the institute. At the beginning of the year, each Mentor Faculty is allotted a group of approximately 50 students by the Principal of the Institute. In each group, one senior boy and one senior girl are appointed as assistant mentors. The Principal provides information about the Faculty Mentor, Assistant Mentor and the group of students through notification at the beginning of the year. The student of the group can meet 24x7 to the professor mentor of the group through the assistant mentor

for his academic, social and mental problems. In this special system most of the study problems are solved by the assistant mentors while the rest of the problems are solved by the faculty Mentor. Only a few serious questions come to the principal for redressal. Each group maintains their mentoring data throughout the year and submits it at the end of the academic year to the IQAC. This system of organization is run successfully.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2390	7	1:341

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
20	7	11	Nill	4

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nill	Nill	Nill	Nill
View File			

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MCom	Nill	Semester IV	23/04/2020	05/05/2020
BCom	Nill	Semester VI	23/04/2020	01/05/2020
View File				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The Continuous Internal Evaluation System of the students is an inevitable part of our teaching-learning process. The students are motivated continuously to study honestly for the improvement of their overall performance in the college. The college has an examination committee to carry out the effective implementation of internal assessment and college examination. The Hemchandracharya North Gujarat University has introduced semester pattern of examination from academic session 2016-17 for the faculty of Commerce at Under Graduate and Post Graduate level respectively. The examinations evaluation process of all the disciplines are conducted by the University at the end of each semester. Declaration of the result is time bound programme. The college has also implemented various reforms in Continuous Internal Evaluation System. At the beginning of each semester, the students are instructed about the syllabus and evaluation process. The formative approach to evaluate student's achievements includes various academic activities such as Seminars Presentation, Group Discussion, Unit Tests, Assignments and Project Submission and 5 marks are allotted for these activities.. The Students knowledge of the subject is evaluated on the basis of their unit tests, presentation skill, language fluency etc. The Unit Tests are conducted at regular intervals which

include subjective and objective type questions. The college as well as university examinations of two subjects – Foundation and Soft skills – are conducted by the college and marks are sent to the university. The students are asked to submit their term papers i. e. assignments within the stipulated time. The examination committee plans and implements internal evaluation process in order to evaluate the students' performance prior to the external examination. The internal examination schedule is coordinated with the academic calendar. The college takes care to maintain the confidentiality in the work of internal examination process. Whenever there is a change in the evaluation method as per direction of university, it is communicated to the faculty as well as students by circulating a copy of the university direction. The utmost care is taken for the maximum attendance of the students. The results of the internal examinations are published as early as possible. The concerned subject teachers conduct a personal interface meeting with the students. The students are apprised of their strength and weaknesses for further improvement. The results are analyzed to identify slow and advanced learners. The IQAC monitors the evaluation process in its meetings and makes suggestions for improvement.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic calendar is a backbone of any institution. An Academic Calendar is prepared in advance. The college prepares the Academic Calendar keeping in view the curricular, co-curricular and extra-curricular activities to be performed through the year. The Academic Calendar is prepared in consultation with the teaching and administrative staff members. The priority is given to curricular activities first. IQAC and the Academic Planning Committee jointly prepares academic calendar at the beginning of the year and distributes it to all teaching and non teaching staff of the college as well. The academic calendar contains yearly schedule of the events, programmes, examinations, departmental presentations, assignment submission, holidays etc. It also includes tentative dates of announcements of results, admission and other forms of evaluation. The events of Sports departments, NSS units, NCC unit, cultural department etc. are also mentioned in the academic calendar. The Academic Calendar also includes tentative dates for an academic tour as well as farewell function for the teachers, administrative staff member and the B. Com. M. Com. students of the final semesters.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://www.vrpccm.org/images/download/2-6-1-Programme-Outcome-6430.docx

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Not Applicable	BCom	Accountancy	563	471	83.65
Not Applicable	MCom	Accountancy	232	228	98.27
View File					

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<div align="center">

https://www.vrpccm.org/page/student-satisfaction-survey

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CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	Nill	0	0

View File

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Nil	Nil	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	Nill	Nil

View File

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nill

View File

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Nil	Nill

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
Nill	Nil	Nill	0

View File

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
1	12

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nill	Nill	Nill	Nill	0	Nill	Nill

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nill	Nill	Nill	Nill	Nill	Nill	Nill

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	Nill	2	Nill	Nill

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Extension Activities	NSS NCC Sports Culture etc.	30	4100

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Extension activity	7 awards	Various bodies	51

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Extension activities	Various agencies	Different activities	7	1475

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Student Exchange	93	SVRPCCM	1

View File

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Nil	Nill	Nill	Nill	Nill	0

View File

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Siddhant Institute of Business Management, Pune.	22/04/2019	Survey, Field Visit, Project Work, Industrial Visit etc.	1

View File

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
60000	51330

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Others	Newly Added
Classrooms with Wi-Fi OR LAN	Existing

View File

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL	Fully	2.0	2011

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	9556	1174787	830	180382	10386	1355169

View File

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Mentioned in the file attached	The YouTube Channel Module	Zoom and YouTube	20/03/2020

View File

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	80	1	66	1	1	1	3	200	0
Added	9	0	4	0	0	0	0	100	0
Total	89	1	70	1	1	1	3	300	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

250 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Live Telecast of Lectures and Conferences on You Tube	https://www.youtube.com/channel/UCH1Omv mXiIDQEScGRkttLIg/videos

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
141374.21	122281.15	299525	276595

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The infrastructure is optimally used at all possibilities. The detailed information, related to the established systems and procedures for maintaining and utilizing physical, academic and support facilities, is as under: Computer Lab.: We have a well-equipped and well-furnished computer lab. We have 50 computers with internet access. Havell's ELCB switches have been installed for taking precautionary measures against electrical hazards in the Computer Lab. Various courses concerned with B. Com. Programme are taught by Mr. D. T. Patel, the Computer Programmer in this lab. The equipment are maintained by the trust in association and consultation with the head of the institute. College Premises: The whole infrastructure i.e. tangible assets like the college building, playground, equipments etc. is owned by the trust (SVT) which runs the college. So the trust and especially the managing trustee named Mr. K. K. Patel, on behalf of the trust, often visits the premises and looks after all the concerned matters at regular intervals. Ample staff is appointed to look after the building and the land i.e. the whole premises and its day to day cleanliness. The change and repair of furniture is generally made during the vacation period whenever necessary engaging carpenters etc. DELL: Digital Education and Learning Lab. (DELL) has been designed and developed by the Knowledge Consortium of Gujarat, Gujarat State, India. A Digital English Language Lab is a digitally-equipped setup that consists of hardware and interactive software to make language learning especially English Language Learning (ELL) technically advanced and more effective. It encompasses 26 computers with LAN-based facility, one printer, one OHP, one LCD, CDs etc. 10 computers with internet access have been placed in ELL for conducting SCOPE and job-oriented examinations. NSS: Equipment for NSS activities, kitchen utensils and mats are available for around 150 students in NSS room. It is on the second floor. Various activities are conducted under NSS. It is taken care of by NSS Volunteers. It is cleaned at regular intervals by them. NCC: There is also a separate room allotted for NCC. The space is provided in the college campus for occasional parade on holidays. For regular parade the NCC Cadets go to Police Parade Ground on every Sunday. It is taken care of by NCC Cadets. It is cleaned at regular intervals by them. Conference Hall: There is a Conference Hall on the second floor of college building having the seating capacity of more than 500 students. It has got all the facilities required to organize cultural programmes, annual function, talent events, induction programme, farewell programme or any other programme of the college. The hall is sufficiently ventilated and consists of a stage, good audio system, podium and microphones. It is used especially for various cultural programmes. Moreover small group of students organize cultural activities in the class rooms of the college as well. Corner for Drinking water: Health and hygiene RO system for drinking water, water purifier in college, separate wash rooms for male/female staff members and students which are cleaned regularly.

https://www.vrpccm.org/images/download/4-4-2-Procedures-and-policies-8568.docx

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	IFES	1	4000
Financial Support from Other Sources			

a) National	Gujarat Government Scholarship	1224	8200800
b)International	Nill	Nill	0
	View File		

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Cooperative Training	05/08/2019	60	Mehsana District Cooperative Union
Yoga Training	21/06/2019	800	Patanjali Yoga
	View File		

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	Competitive Examination	527	800	183	25
		View File			

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
16	14	15

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Govt and Private Companies	172	15	Different Private Companies	59	42
		View File			

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	1	B. Com.	Commerce	Ganpat	M. Com.

2020	324	B. Com.	Commerce	Shri V. R. Patel College of Commerce, Mehsana.	M. Com.
2020	6	B.Com.	Commerce	HNGU, Patan	MBA
2020	12	B.Com.	Commerce	SHRI S.M.SHAH LAW COLLEGE,MEHSANA	LL.B.

View File

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
SLET	2

View File

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Sports	Collegiate	137
Cultural activities	Collegiate	96

View File

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Gold, Silver	National	51	Nill	Mentioned in file	Mentioned in file

View File

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Shri V. R. Patel College of Commerce, Mehsana believes in giving equal opportunity to the students in supporting the college faculty and Principal in running the affairs of the college smoothly and transparently. The institution has an active Students' Representative Council established in 2013-14. At the beginning of every academic year a process of forming the council is carried out, proactive students are selected from various classes and then a final selection of Students' Representative Council is formed. The Students' Representative Committee of the college select the representatives by keeping in mind certain criteria such as characteristics of leadership, sincerity, hard work, commitment, honesty etc. The whole process is carried out transparently under the guide ship of the principal. The Students Representative Council is involved actively in arious academic, co-curricular and extension activities of

the college and thus it plays a vital role in coordination. It works as a bridge between the institution and students and ensures a smooth and timely dissemination and solution of some problems. It also facilitates various activities in the classrooms and college campus. The College has a policy for the dynamic participation of the students in the various academic, cultural and administrative bodies/committees and other day-to-day activities. This prepares the students for leadership roles, organizing events teamwork, execution skills. The student representatives in various collegecommittees like IQAC, Saptdhara, Cultural Committee, NSS, NCC, Career Guidance Centre, etc., for academic, co-curricular and extension activities play a vital role in the coordination and cooperation in organizing these activities. College students takes active leadership in organizing field trips, industry visits, study tours, seminars, workshops, Independence Day Celebration, Republic Day Parade and mock-drills. The major objectives are as under: 1. The Student Representatives play an important role in maintaining the code of conduct of the college and reporting any disciplinary issues to the committee members. 2. The Class Representatives help the class teacher in conducting class activities, Unit Tests, assignments as well as attendance of students. 3. To develop skills of students by involving them in the planning and implementation of academic and cocurricular activities. 4. To cultivate the learning process through practical experience that encourages and makes students more confident. 5. It also improves their communication and leadership skills. 6. At the end of every academic year, the students' representative Council is encouraged and awarded in the Annual Day Celebration for their active participation in conducting various activities of the college. 7. The management as well as the principal and the staff wish them a bright career ahead and do the best for our community and country.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

1089

5.4.3 – Alumni contribution during the year (in Rupees) :

163350

5.4.4 – Meetings/activities organized by Alumni Association :

2

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The college encourages the participation of both students and faculty members in the management of diverse activities undertaken throughout the year. The three tier system, comprising of a Governing Council, Academic Council and Students' Representatives, plays a key role in bringing together the faculty members and the students. Through feedback procured from the students' representatives, the college tries to sort out the difficulties faced by the stakeholders and attempt to realise the vision and mission of the institute. The governing body of Sardar Vidyabhavan Trust is the central authority which governs the college and decides the course of future development and expansion

with the help of Principal and IQAC. The SVT (Sardar Vidyabhavan Trust) conveys meetings at regular intervals with the head of the institute. The head of the institute i. e. the Principal, then holds the meetings with the entire college parivar and shares with them the future planning and measures to be implemented throughout the new academic year. The Principal is directly connected with the governing body and plays the role of a bridge between the SVT and the Teaching Non-teaching staff members. The principal passes on the policy-making decisions made by the management to the teaching and administrative staff. The Principal also interacts with IQAC the decisions taken by the SVT. The Principal and IQAC form various college committees for the decentralization and participative management of the academic work. Each committee is governed by a convener and its members. Principal, IQAC and concerned committee makes policy and these policies are implemented and monitored by IQAC. Academic work is distributed among the various Heads of the Departments. All the academic decisions like examination, admission, syllabus, paper-setting, evaluation etc. are discussed with the Heads. Thus, for effective and quick administration institute involves all the stakeholders in the process. 1. Change in Examination Pattern: In order to lay much emphasis on transparency in the examination process, we have introduced theoretical as well as assignment system. ? Each paper is set by the HOD and the allied staff members. ? The concerned teachers pass on the topics of the assignment to the students in advance and the viva voce of each student is conducted in the classrooms. ? Online Test on MCQs carrying 10 marks is conducted and the questions related to MCQs are given in advance by the teachers concerned. The students can appear at the online Test at any place. They are not required to sit in the respective classrooms. 2. Monitoring through CCTV: Self imposed discipline is a part of education. There are some students who create chaos in the campus and, therefore, CCTV cameras have been installed in the college campus with the help of SVT (Sardar Vidyabhavan Trust).

6.1.2 – Does the institution have a Management Information System (MIS)?
Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	The head of the institute holds a meeting at the beginning of the new semester with the heads of various departments and the stakeholders as well to make the teaching and learning process more innovative and interesting too. ? The college invites experts in different fields of commerce to deliver guest-lecture to the students. It becomes a supplementary to the teaching work. ? The internet is introduced in the college and the computers in the staff room are with net connection for the use of teachers. ? The students are given assignments to prepare themselves with the use of reference-books and other books on the subject in the library. The teachers discuss some topics in the form of classroom seminar in which the students become speakers. This gives them a practice to prepare

	themselves, to represent it before the students and to learn by themselves.
Human Resource Management	Better interaction between Academic Institutions and Industry is the need of the hour. This aspect has great bearing on the Commerce Curriculum, exposure of industrial atmosphere to commerce students and subsequent placement of young graduate engineers in industries across the nation. With the advent of globalization and opening up of the Indian economy to outside world, competition among industries has become tough. We have contacted the owner of Adani Group of Industries a few years back to have collaborative activities such as industrial visits and field projects and he has given us consent to extend cooperation. Our students pay a visit to their industries located at different places especially at Mundra. A group consisting of about 60 students pays regular visits to the Mundra port every year in order to have first-hand knowledge of oil industries.
Library, ICT and Physical Infrastructure / Instrumentation	Most of the teachers are the members of the Board of Studies in Commerce Faculty and two of them are chairmen of the boards. Hence they make lots of contributions to various graduate and postgraduate level courses and also see that curriculum meets the institutional goals and objectives. Institutional faculties are also members of various academic committees at college, university and higher education levels in planning, designing and implementation of curriculum. While planning the syllabi the institute and the faculty members see to it that the goals and objectives of the institute should be included into the curriculum itself. The college adopts the curriculum designed by the Hemchandracharya North Gujarat University every year to develop competency, obtain employment and promote research-oriented aptitude among students. The college meticulously develops action plans for effective implementation of the curriculum. At the outset, the advisory committee of the college conducts meetings with the staff members to develop various strategies for effective implementation of the

		curriculum. For effective implementation the initial step is to prepare the semester-wise time-table. This depicts the duration of the classes and the name of the faculty member who engages them.
	Research and Development	Examination reforms are made by the university in consultation with the different Academic Bodies and the colleges are supposed to implement them. Our faculties are instrumental in making examination reforms by being the members of various academic bodies. We maintain transparency at all levels so far internal evaluation system is concerned. Transparency in the internal assessment is maintained by: • Displaying students' marks on the notice board. It is also posted on the college website. • By showing answer books to the students in the classrooms and pointing out the errors committed by them, if any. • The answer books for the internal tests are preserved for one semester after the university results are declared. • Prior to submitting the internal marks to the university they are displayed on the notice board and the students are informed to report to the Principal in case of any discrepancy in marks. • Subjects where two teachers teach the same course, papers are set by both the teachers and one teacher evaluates paper of first internal test and the second teacher will evaluate the second internal test. • To decide the best students, best NCC cadets NSS volunteers, the teacher in charge, in consultation with the Principal, evaluates the students in terms of performance, etiquette, communication skills, leadership abilities, problem solving capacity and overall performance. The students, selected by the teacher concerned, are given prizes at the time of college annual day celebration.
	Examination and Evaluation	The principal investigator is given enough autonomy to carry out his project, may it be minor or major research project. Resources are made available within the time limit. Adequate infrastructure and human resources are provided. 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 sanctioned requirements. Since reduced teaching load is not possible but flexibility in terms of availability in the college is given to the principal investigator as and when needed. The college supports the principal investigator in terms of technology and infrastructural needs by providing internet facilities, library journals, reference books, subscribed E- journals etc. to facilitate timely auditing and submission utilization certificate to the funding authorities. The principal investigator gets the grant released in time against the bills submitted. Submission of utilization certificate is done by the PI. The principal investigator gets a lot of support from the college principal, management and staff members/experts from sister-concerned institutions and university departments.
Curriculum Development	The reference books are not issued to anybody. Whosoever wants to refer to reference books is required to sit in the library itself. The section is accessible to all the faculty members and students. Photocopying facility is available in the library. Library does have Inter Library Loan Service (ILLS). The books are given to the faculty members of other colleges by taking deposit equated to the cost of the book. Library has 04 computers with internet facility for the use of the students. They can download the study material in the library itself. ICT tools are made easily available to the faculties and the students during their academic journey in the campus itself. There are nine classrooms, one conference hall and two laboratories where overhead projectors have been made available with a view to make teaching learning process more interactive and interesting. Most of the faculties have been provided laptops by the college to enrich and enhance the teaching learning process. Power Point Presentations are prepared beforehand and presentations on syllabus-related topics are made in the classrooms making extensive use of ICT resources. In one room all ICT related

		resources are stored and used at regular intervals.
	Industry Interaction / Collaboration	The college working pattern demands a lot of intradepartmental, intercollegiate, college and community interactions. The departments of the college create conducive environment for teaching-learning process which in turn helps them to perform their duties devotionally. Departmental activities are planned and executed by the departments taking the head of the institute into confidence. All the faculty members extend their support to the activities pertaining to their departments. Many courses demand interdepartmental liaison. The elective subjects offered to the students are planned interdepartmentally. Expertise of the faculty members is taken into consideration for academic and non-academic activities of the college. The administrative staff works enthusiastically in executing all the programmes successfully. The college closely works in collaboration with the Government and Non government agencies. Various student committees have been formed and they are in constant touch with one another. The members implements the activities planned under various projects i.e. Saptdharas. NCC, NSS, sports and cultural activities are integral parts of the extra-curricular activities.
	Teaching and Learning	The college strictly follows the procedure for admission to students as suggested by the Hemchandracharya North Gujarat University year by year to its constituent colleges. Every year, an admission committee is formed by the principal from among the faculties of the college. At least one member of such committee belongs to the reserved category as suggested by the State Government. This committee monitors the admission process to run smoothly. The procedure to be held every year for admission to students is transparent and is put on the college notice board for the knowledge of all admission seeking candidates. Admissions to UG and P.G. levels are allowed as per the post Graduates Rules of University. The college strictly adheres to the admission norms announced by the state government at regular intervals.

	Keeping in mind the reservation quota, the admissions are given to the students.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Administration	Administration: The college administers all activities using online and offline methods. The administrative staff members are both computer-savvy and techno-savvy. Major administrative works are operated through technology. From giving admission process to issuing leaving certificates are done by making use of ICT devices. Feedback from all stakeholders is collected using ICT gadgets. The college campus is equipped with CCTV Cameras installed at various places. ICT has been introduced in the college staff. WhatsApp Group helps to provide the brief notices of any event within a short span of time.
Finance and Accounts	With the aim to produce immediate information in Finance and Accounts i.e."Single Click Accounting", this section of College is fully e-governed. The college uses Tally ERP 9.0 for the transparent functioning of Accounts department. The same software is used to generate various reports like Consolidated Day Book, General Day Book, Daily Cash Collection Report etc.
Student Admission and Support	The admission forms of the students seeking admission in our college are filled in online. Fees are also paid by the students online. Their fees get deposited in the respective bank. Students submit the hard copies of the printouts and required documents at respected counters after seeking admission online. The college issues all kinds of certificates may it be Transfer Certificate, Bonafide certificate, Transcripts etc. using computer facilities.
Examination	MCQ Tests are conducted in the computer lab. using computer facilities. SCOPE examination is also conducted in the DELL online by the Cambridge University.
Planning and Development	E-governance is the integration of Information and Communication Technology in all the working processes of the college system. The college conducts most of the planning and

	development activities using ICT tools. The students are made aware of all college-oriented activities i. e. curricular, co-curricular and extra-curricular activities through the college website (www.vrpcc.org), college WhatsApp group (VRPCCM), Telegram App, e-mails, bulk SMS services (TEMP.91bulksms.com), Google form platform etc. Important notices and reports are also circulated via e-mails. It aims to minimize the manual efforts and improve the communication, create transparent system, and to be cost and time effective.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Nill	Nill	Nill	Nill
2020	Nill	Nill	Nill	Nill
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	Training programme for Computer-related work	Training programme for Computer-related work	10/03/2020	20/03/2020	4	4
[View File](#)						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Nill	Nill	Nill	Nill	0
[View File](#)				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching	Non-teaching

Permanent	Full Time	Permanent	Full Time
7	6	1	9

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
? In case of an accident the college extends financial assistance amounting to Rs. 10000 to the teacher who gets injured in an accident and Rs. 25000 in case of death because of accident.	? In case of an accident the college extends financial assistance amounting to Rs. 10000 to the administrative staff member who gets injured in an accident and Rs. 25000 in case of death because of accident. ? The college also provides monetary help to the administrative staff by giving them each Rs. 1000/- for dress, Rs. 200/- for shoes, Rs. 500/- for yearly washing allowance, Rs. 150/- for an umbrella etc. every year. A cycle is given to a peon who is supposed to shoulder the administration-oriented responsibilities outside college campus.	? In case of an accident the college extends financial assistance amounting to Rs. 10000 to the student who gets injured in an accident and Rs. 25000 in case of death because of accident. Rs. 100000 is given by the state government to the kin and kith of the deceased and the college helps to attain this amount from the government by preparing proper documents. ? If a student succumbs to physical injuries while carrying out tasks related to co-curricular or extra-curricular activities of the college, the entire medical expenditure is borne by the college.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The external audit is done by a registered Chartered Accountant of Messers Ashwin K. Yagnik Co. The accounts have been audited for the financial year 2019-20 i.e. up to 31st March, 2020. The last Government Audit was done in the year 2016-17 where no major audit objections were raised. This audit is done at regular intervals.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nill	0	Nill

[View File](#)

6.4.3 – Total corpus fund generated

4183300

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority

| Academic | No | Nill | Yes | Principal |
| Administrative | Yes | Ashwin Yagnik and Company | Yes | Management |

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

The college is in constant touch with the parents of the students. We receive suggestions by the parents every year. The suggestions made by the parents are taken into considerations and implemented as early as possible. The following are the three major activities conducted in association with Parent-Teacher Association. 1. Skill Development: The parents put a proposal that the skills of their children needs to be enhanced and so we have started a programme entitled 'Finishing School" in association with KCG. 2. Classes for Competitive Examinations: As per the suggestions made by the parents we arranged classes for competitive classes for the benefits of our students. We invited resource persons for sharing their knowledge concerning competitive exams with the students. The students were highly benefitted by their knowledge and teaching techniques. 3. English Enrichment Courses: Bridge course was introduced to enrich English language and SCOPE Flagship Programmes has been introduced to increase English proficiency of the students as per the suggestion made by the parents.

6.5.3 – Development programmes for support staff (at least three)

Development programmes for support staff: The following are three development-oriented activities performed by the college for the support staff: 1. Fee is waived for those children of the support staff 2. Books are distributed among the students of the support staff free of cost 3. The children of the support staff are encouraged by handing over the prizes who exhibit extra-ordinary performance in curricular, co-curricular as well as extra-curricular activities.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Specious parking facilities for students and staff 2. Jim facilities. 3. Fire safety device in college

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Training Programme for Cooperation for Girl students	05/08/2019	05/08/2019	10/08/2019	60
2020	Celebration of 150th Death Anniversary	25/01/2020	25/01/2020	31/01/2020	160

of Mahatma Gandhi				

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Swachta Pakhwadiyu	01/08/2018	15/08/2018	80	60
An expert lecture on The power of subconscious Mind	06/07/2019	06/07/2019	80	75
Cultural Programme	13/07/2019	13/07/2019	36	13
Cultural Programme	22/07/2019	22/07/2019	20	13
Adopted Village Cleanliness Drive	08/08/2019	08/08/2019	32	35
Seminar on GPSC Examination	14/09/2019	14/09/2019	121	79
Celebration of Youth Festival	24/09/2019	26/09/2019	22	16

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

The following are some of the initiatives we take every year for environmental consciousness: ? The college offers a course in Environmental studies at B. Com. Sem. III level to develop sensitivity towards environment. The students are assigned activities protecting environment thereby developing environmental awareness. ? The rooms of the college are well ventilated which help in saving electricity since the students do not feel the need of tube lights during daytime. Moreover it is a standard practice of switching off all the electrical appliances immediately after the teaching work is over. We have inculcated the values of environmental consciousness and so when they leave the class, the students themselves see to it that all electric gadgets are switched off. ? Solar panels are placed in the campus which is charged during daytime through solar energy and in the evening, the lights on the campus get operated through solar energy. This is an important leap towards energy conservation. ? Water accumulation in the campus is checked by a system through which excess water is absorbed in the ground in order to raise the level of underground water. This water is pulled out by means of a tube well during the times of water scarcity. ? Water harvesting is successfully done in the sister-concerned Science College

building in the same campus. During monsoon, a lot of water gets stored on the terrace of the college. A system has been developed by which the water is stored in a huge underground water tank constructed near the Chemistry laboratory of the sister-concerned Science College. The amount of water collected is so sufficient that it can be used by us at the time of water scarcity especially during summer time. ? In the sister-concerned Science college in all the laboratories PNG (Pipeline Natural Gas) is used as a fuel to check pollution. The campus is made green by growing a large number of trees in the area surrounding the college building. Every year as a part of N.S.S. regular activities "Tree Plantation Programme" is carried out by the NSS volunteers of the two NSS units of the college. ? A Drip Irrigation System has been developed for watering the plants grown in the college campus. This system helps us save water. ? A fountain has been kept near the garden to enhance the ambience of the college and the water utilised in the fountain is reused to keep the fountain working, thereby avoiding the wastage of water in the process. ? Medicinal plants like Ardusi, Tulsi, Amla, Henna etc. have been grown in the botanical garden developed in the campus by the sister-concerned Science College. Also the trees such as Asopalav, banyan, Nilgiri, Neem, etc. along with decorative plants and flower bearing plants are grown in the campus.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	3

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	02/10/2019	1	Cleanliness Drive	Cleanliness Spreading Gandhian thoughts through bhajans	70
2020	2	1	19/02/2020	1	Employability	To mitigate unemployment	200

[View File](#)

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Human Values	05/11/1986	Our college has implemented these three things i. e. Human Values, Professional Ethics and Code of Conduct for all its stakeholders from its

		inception. Updating and Upgradation are indisensable matters in any field of life. We make changes in these things keeping in mind the demand of the hour. Recently our college has added some more rules and regulations. The code of conduct are discussed in the classroom and they are uploaded on the college website too. We used to stick a hard copy on the college notice board. With the invention of technology we exhibit all these things using various technological devices. The purpose of doing all thses things is to make students aware of all Human Values, Professional Ethics and Code of Conduct.
Code of conduct	05/11/1986	Our college has implemented these three things i. e. Human Values, Professional Ethics and Code of Conduct for all its stakeholders from its inception. Updating and Upgradation are indisensable matters in any field of life. We make changes in these things keeping in mind the demand of the hour. Recently our college has added some more rules and regulations. The code of conduct are discussed in the classroom and they are uploaded on the college website too. We used to stick a hard copy on the college notice board. With the invention of technology we exhibit all these things using various technological devices. The purpose of doing all thses things is to make students aware of all Human Values, Professional Ethics and

		Code of Conduct.
Professional Ethics	05/11/1986	Our college has implemented these three things i. e. Human Values, Professional Ethics and Code of Conduct for all its stakeholders from its inception. Updating and Upgradation are indisensable matters in any field of life. We make changes in these things keeping in mind the demand of the hour. Recently our college has added some more rules and regulations. The code of conduct are discussed in the classroom and they are uploaded on the college website too. We used to stick a hard copy on the college notice board. With the invention of technology we exhibit all these things using various technological devices. The purpose of doing all thses things is to make students aware of all Human Values, Professional Ethics and Code of Conduct.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Celebration of Independence Day	15/08/2019	15/08/2019	214
Celebration of Swami Vivekanand Digvijay Day	11/09/2019	11/09/2019	152
Celebration of 150th Birth Anniversary of Mahatma Gandhi	02/10/2019	02/10/2019	172
View File			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1 Solar panels are placed in the campus which is charged during daytime through solar energy and in the evening, the lights on the campus get operated through solar energy. This is an important leap towards energy conservation. 2 Water harvesting is successfully done in the campus. During monsoon, a lot of water gets stored on the terrace of the college. A system has been developed by which the water is stored in a huge underground water tank constructed. The amount of

water collected is so sufficient that it can be used by us at the time of water scarcity especially during summer time. 3 A Drip Irrigation System has been developed for watering the plants grown in the college campus. This system helps us save water. 4 A fountain has been kept near the garden to enhance the ambience of the college and the water utilised in the fountain is reused to keep the fountain working, thereby avoiding the wastage of water in the process. 5 Medicinal plants like Ardusi, Tulsi, Amla, Henna etc. have been grown in the botanical garden developed in the campus. Also the trees such as Asopalav, banyan, Nilgiri, Neem, etc. along with decorative plants and flower bearing plants are grown in the campus.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Title of Practice: College Level Yoga Training Programme ? Goal: • To create awareness among the students for Yoga and ancient Indian traditions • To propagate and promote the importance, knowledge and practice of Yoga for healthy life • To teach the students the benefits of Yoga and teach them to implement the same in their daily life. ? Aim and Objectives: • To enable the students to know the benefits of Yoga • To encourage the students to implement Yogic practice and other healthy practices in their life. • To teach the students how to live healthy life through practicing Yoga. ? Context: In the modern age of urbanization, industrialization and Westernization, the simple life has become complex, hectic and polluted. Children as well as youngsters have become addicted to western life-style, excessive use of mobile phones, junk food and hectic life-style. They have become victims of unhealthy life-styles and unknown diseases. They are suffering from stress, loneliness, anxiety, identity disorder, suicidal tendency and negativity in life. In this context, this Yoga Training Programme will be a very crucial and important way to lead the generation towards a healthy and pleasant life-style. By practicing Yoga in their day-to-day life students will not only uplift their living but also able to discard unhealthy habits. In this way, through this training programme the students as well as people will become aware of the benefits of Yoga and its profound impact. ? Practice: Our college expressed its willingness to host the programme. Subsequently, it was decided by the college that college level Yoga Training Programme will be held from 16th June, 2018 to 22nd June, 2018 in our campus in association with a Yoga Guru from Mehsana. N.S.S. Unit took the responsibility to organize the workshop. The training programme continued for six days i. e. one week and total 600 students from our college participated in it. During these six days, Yoga guru trained the trainees. He taught them different aasanas, suryanamskar, breathing exercises, foot reflexology, mind control techniques, meditation and other Yogic exercises. ? Evidence of Success: • 600 boys and girls from our college took part in it for six days. • Some of the staff members were also participated in some of the training sessions. • Students were motivated to learn more Yoga lessons and they included Yoga in their routine. • Students became conscious of their health problems and their habits. • They learn the benefits of Yoga to live happy and healthy life. They also learn the harmful effects of junk food and stress. ? Problems Encountered: • Some of the students belonging to the remote areas of the our college remained absent. • It was difficult to make subject like Yoga interesting for students. • It is uncertain that all the students will include Yoga in their routine • If they will not include it in their routine, they will not be able to get full advantage of Yoga. ? Resources Required: • Coordination of students. • Allocation of funds by the college management. • Awareness in the students to join such health related practices • Coordination with the experts of Yoga as well as teachers who himself has practiced Yoga. • Team work, planning and organizing skill of the entire staff 2. Title of Practice: Optimum Utilization of the College Building and College

Campus: ? Goal: The campus of the college is very spacious, magnificent and fascinating. It consists of a huge ground consisting of a variety of trees. The atmosphere is pollution free. There is a wonderful fountain in the botanical garden in the sister-concerned Science College in the same campus. It is a centre of attraction for the people of Mehsana. Many people use the campus for evening walk. The college authorities has decided to make multiple use of the campus so that it is not only useful for imparting education to more than 7500 students among which a big lot of them hail from rural areas, but also useful for the people at large. ? The Context: The world of today is very competitive. At the same time, the need of the hour is that we should try to help others as much as possible and bring the most coveted smile on other people's faces. To fulfill this desire, the college extended help to all who wished to do something constructive in any given area. It included both the Government bodies as well as the Private authorities. The college decided to make the optimum utilization of the Building as well as Campus by allowing others to use the campus for fulfillment of specific purposes of doing good to the society. Our college building is busy during whole day time. The building is utilised by Commerce and Law College in the morning from 7-00 a.m. to 1-30 p.m. In the afternoon time building is utilized by Arts, Science and B.Ed. college from 11-45 a.m. to 05-30 p.m. The conducting of competitive examinations like CA, Bank, LIC, GPSC, GATE, ITI, Government exams like LRD, Talati, Police Constable, Nagarpalika etc. in Mehsana is extremely challenging as it requires good infrastructure, tight security and skilled man power. The college makes all the arrangements for proper conducting of the examination. ? The Practice • The college is a witness of being a centre of ICAI and CPT Professional courses. In North Gujarat area this is one and only centre where students can build their career professionally. • The college is also a center of voting for State and Central assembly election. It really helps the people of surrounding areas as they do not have to go at remote places for casting their votes. • The examination like GATE (Graduate Aptitude Test in Engineering) and ITI are conducted at our campus. The GATE authorities visit the campus few days prior to examination to find out the facilities available in the campus. It is a matter of great credit for the college that since 2010, the examination that paves the way for IITs is conducted successfully and with a great satisfaction of the Authorities at the campus. The faculty members of the college render their services even on Sundays for the smooth conduct of the examination. • The college is also a centre for many other examinations conducted by the State Government for different posts. The entire staff-ranging from the principal of the college to the peon contribute for the proper handling of the examination. • The college allows government authorities to arrange various programmes in the Conference Hall located at the third floor of the college. • The Employment Exchange Bureau also conducted a seminar on the Effective use of Employment Bureau in the hall itself. • The campus was also utilized for organizing 'Property Show' by prominent builders of Mehsana and Ahmedabad for a few days. Many people were benefitted by it as they could get all the options of residential flats under one roof. ? Evidence of Success As the college is located on the highway connecting Ahmedabad and Mehsana, it is very convenient for people to reach the college. The students find it very convenient to appear for their competitive examinations at the college. The success ratio of the college regarding the management of such examinations is extremely high. The authorities concerned express a deep sense of gratitude to the principal for helping them conduct the examination in an excellent manner. ? Problems Encountered and Resources Required The biggest problem the college encountered during examinations is managing huge rush of people in the campus. It was extremely challenging to handle a big crowd from security point of view. Even to witness the Property Show, an immensely big crowd of people had visited the campus. The college has been compelled to install several CCTVs in the campus so that the safety of the people is assured. The campus is under surveillance

of CCTVs.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

https://www.vrpccm.org/images/download/best-practices-2019-2020-4592.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The timings of our college is from 07-30 a.m. to 01-30 p.m. i. e. morning college. A majority of students commute from neighbouring villages. We find a small group of students every year striving for achieving good results in the examinations and achieving great heights in life. The problem with them is that they cannot devote ample time to their study as well as competitive examinations during college hours. They don't have an environment at home conducive to peaceful learning as well. These students want to advance confidently in the direction of their dreams but in vain. They approached the principal and made a suggestion to do something which can pave the way for a quiet place for peaceful learning. The principal, in consultation with IQAC members, decided to extend college hours by keeping the door of the library open in the afternoon as well. The curious students are allowed to read in the library after college hours. The actual college hours are 7-30 a.m. to 1-30 p.m. but college hours have been extended for specific purpose: mental growth of the students. The students are very happy now and more than 10 students turn up regularly for making preparation of various competitive examination. When the competitive exams are around the corner and the students feel lack of time for the preparation of exams we do extend the time limit further keeping in mind the demand of the readers.

Provide the weblink of the institution

https://www.vrpccm.org/page/institute-distinctiveness

8.Future Plans of Actions for Next Academic Year

Future Plans of action for next academic year: 2020-2021 It is rightly said that prior planning prevents poor performance. In order to prevent poor performance in each area, we make a planning every year. ? To develop online teaching learning process through Microsoft Teams software ? To select a proper software to conduct MCQs Tests ? To establish a channel for Sanitization to protect students from Corona ? To motivate students to take part in Vaccination Drive ? To provide E-content and E-material to study at home