

J.M.SHAHARTS & COMMERCE COLLEGE, JAMBUSAR



Internal Quality Assurance Cell (IQAC) and Submission of Annual Quality Assurance Report (AQAR-2014-15) in Accredited Institutions

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

I. Details of the Institution

1.1 Name of the Institution

J.M Shah Arts & Commerce College

1.2 Address Line 1

Jivanlal Shah Margh, Tankari Bhagol,
Jambusar Dist-Bharuch

Address Line 2

Jambusar

City/Town

Jambusar

State

Gujarat

Pin Code

392150

Institution e-mail address

jmsah_educ@yahoo.co.in

Contact Nos.

02644-220005, 02644-222005

Name of the Head of the Institution:

Prin. Dr .I. M. Bhana

Tel. No. with STD Code:

02644-220005, 02644-222005

Mobile:

9429555900

Name of the IQAC Co-ordinator:

Prof. D.M.Vaghela

Mobile:

09426871676

IQAC e-mail address:

jmsah_edu@yahoo.co.in

1.3 NAAC Track ID (For ex. MHCOGN 18879)

GJCOGN13867

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(SC)/10/A&A/15.2 dated 15-11-2015

1.5 Website address:

<http://jmsahcollege.org/>

Web-link of the AQAR:

<http://jmsahcollege.org/NAAC/AQAR2014-15.doc>

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.50	2009	5 Years
2	2 nd Cycle	B	2.55	2015	5 Years

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

30/06/2009

1.8 AQAR for the year

2014-15

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 2009-10 11 submitted to NAAC on 02/07/2010
- ii. AQAR 2010-11 11 submitted to NAAC on 06/09/2011
- iii. AQAR 2011-12 11 submitted to NAAC on 14/10/2014
- iv. AQAR 2012-13 11 submitted to NAAC on 25/06/2014
- v. AQAR 2013-14 11 submitted to NAAC on 14/10/2014

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)

NIL

1.12 Name of the Affiliating University (for the Colleges)

Veer Narmad South Gujarat , Surat

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

Autonomy by State/Central Govt. / University

NO

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

07

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

02

2.4 No. of Management representatives

01

2.5 No. of Alumni

01

2.6 No. of any other stakeholder and
community representatives

01

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

--

2.9 Total No. of members

15

2.10 No. of IQAC meetings held

05

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

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
<ul style="list-style-type: none">➤ Qualitative improvement of education➤ Thrust on research	<ul style="list-style-type: none">➤ UG and P.G results improved during the year 2014-15 significantly➤ All most all teachers started articles, research papers in reputed journal and also taking parts in conference-workshops.

* 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

AQAR report was placed before the Executive committee which was met on 03/09/2014. Plan and suggestion are implemented according to management and alumni students.

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	01	--	--	--
UG	02	--	--	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	--	--	--	--
Others	--	--	--	--
Total	03	--	--	--
Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	03
Trimester	Not Applicable
Annual	Not Applicable

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.

Yes T.Y.B.Com. Syllabi of all courses have been revised to adapt the semester. It is mandatory for the affiliated colleges to follow the curriculum pattern designed by the Veer Narmad South Gujarat University – Surat,. Generally after three years, the curricula are revised in all the subject of Arts and Commerce, keeping in view the rapidly changing national and global needs. During the Last two years there hasn't been any major change but minor changes have taken place as per the needs.

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
10	10	--	--	--

2.2 No. of permanent faculty with Ph.D.

Principal – 01
Asst.Professor - 02

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
00	07	00	00	00	00	00	00	00	07

2.4 No. of Guest and Visiting faculty and Temporary faculty

	05	03
--	----	----

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended			
Presented papers	01	03	02
Resource Persons			

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

Digital Education & Learning Lab provided by Government of Gujarat (DELL)

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

180 approx.

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

1. The Institution holds internal evaluation examination in each semester.
2. The Result of the examination declared on notice board.
3. Institution shows the answer book to the each student.
4. The Parents of the students who obtained poor marks in the examination are informed.

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

		03
--	--	----

2.10 Average percentage of attendance of students

75% to 85%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A	121	9.91 %	24.79 %	59.50 %	1.65 %	95.86 %
B.Com	34	00 %	15.55 %	55.55 %	0 %	73.33 %
M.A	38	21.05 %	60.52 %	13.15 %	0 %	94.73 %

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

Being an affiliated college, the college is expected to implement all the decisions of the university relating to quality assurance. The IQAC cell takes utmost care to ensure that the all such decisions of the university are scrupulously implemented. At college level IQAC cell ensures that the monthly teaching plan and the annual plan are implemented with minimum variations. The IQAC cell also ensures that the various committees formed for carrying out the various activities are carried out in time and according to the schedules.

Our college implements all the decisions taken by university ,Government & management relating to quality assurance

IQAC – gives to our Institution an opportunity to evaluate our performances and shows weakness & strength for future improvement.

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	--
HRD programmes	--
Orientation programmes	--
Faculty exchange programme	--
Staff training conducted by the university	--
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	02	12	--	--
Technical Staff	--	--	--	--

Criterion – III

3. Research, Consultancy and Extension

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

The College is having Research Committee to sensitize and promote research among the Faculties and students. For the purpose of research the faculties & students are motivated & provided infrastructure.

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

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

3.4 Details on research publications

	International	National	Others
Peer Review Journals	--	01	--
Non-Peer Review Journals	--	--	--
e-Journals	--	--	--
Conference proceedings	--	--	--

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

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

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	01
Sponsoring agencies	-	-	-	-	Self

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 :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

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

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="--"/>	International level	<input type="text" value="-"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="01"/>	College forum	<input type="text" value="01"/>	
NCC	<input type="text" value="01"/>	NSS	<input type="text" value="01"/>	Any other <input type="text" value="01"/>

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

- ⇒ One week Residential Camp was organized by NSS at Uchchhad Village
- ⇒ One day camp was organized by NSS at Gulal Village.
- ⇒ Eye camp organized by NSS at college premise every year.
- ⇒ Tree plantation.
- ⇒ Thalasemia checkup camp every year.

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	11.87 Acers	--	--	11.87 Acers
Class rooms	13	--	--	13
Laboratories	01	--	--	01
Seminar Halls	01	--	--	01
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	--	--	--	--
Value of the equipment purchased during the year (Rs. in Lakhs)	--	--	--	--

Others	--	--	--	--
--------	----	----	----	----

4.2 Computerization of administration and library

Administrative office is computerized

The computerization of library is done

SOUL software was installed in library

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	645	71465/-	134	10574/-	779	82039/-
Reference Books	74	7568/-	50	5432/-	124	13000/-
e-Books						
Journals						
e-Journals						
Digital Database						
CD & Video	356				356	
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	35	01	10	--	--	--	03	--
Added	--	--	10	--	--	--	--	--
Total	35	01	20	--	--	--	03	--

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

Computers and internet access are available to students at computer lab & to faculty members at staff room.

4.6 Amount spent on maintenance in lakhs :

i) ICT

0.40

ii) Campus Infrastructure and facilities

0.03

iii) Equipments

0.75

iv) Others

0.30

Total :

1.48

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC is constantly monitoring the progress of the students and tacking care to provide good support and facilities to students.

5.2 Efforts made by the institution for tracking the progression

The institution is supervising the progress of the students by involving them and getting their feedback on various issues.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
818	99	--	--

(b) No. of students outside the state

00

(c) No. of international students

00

Men	No	%	Women	No	%
	313	38.26		487	59.53

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
606	132	37	205	00	983	538	125	25	222	07	917

Demand ratio 100%

Dropout % - About 10%

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

Students appearing for competitive exams are guided by faculty members & experts. Competitive Exam Classes are arranged for ST/SC students by Govt. and Non Govt. agencies in the institution.

No. of students beneficiaries 152

5.5 No. of students qualified in these examinations

NET	--	SET/SLET	--	GATE	--	CAT	--
IAS/IPS etc	--	State PSC	--	UPSC	--	Others	--

5.6 Details of student counselling and career guidance

Student Counselling and Career guidance was provided by the senior faculty members

No. of students benefitted

About 135

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
03	30	6	23

5.8 Details of gender sensitization programmes

Our Institution organized various activities related to gender sensitization like –
 1. Lecture on “Women Empowerment”
 2. Aids Awareness Rally
 3. Program on Women Self-Defense
 4. Cancer awareness

5.9 Students Activities

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

State/ University level

17

National level

02

International level

--

No. of students participated in cultural events

State/ University level

02

National level

--

International level

--

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

Sports : State/ University level

03

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	14	25000/-
Financial support from government		
Financial support from other sources	--	--
Number of students who received International/ National recognitions	--	--

5.11 Student organised / initiatives

Fairs : State/ University level National level International level
Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

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

Vision:

- ▶▶ To provide education that readily adjusts itself to the rapidly changing situations and circumstances.
- ▶▶ To enhance the academic welfare of the society at large through higher education.
- ▶▶ Launching programmes which will inculcate among the students values and skills leading to successes in life thereby enabling them to play their role as responsible citizens.

Mission:

- ▶▶ Jambusar and its adjoining areas are economically, socially and educationally backward and hence the mission is to provide the facility of quality education to the rural youth who otherwise would have been deprived of higher education.
- ▶▶ To make the rural population aware of their duties as well as rights.
- ▶▶ To educate in such way as to bridge the gap between the rural and urban area.

The vision and mission of the institution are communicated through plaque, placed at entrance visible to every stakeholder

6.2 Does the Institution has a management Information Syste

Yes, The Institution has introduced MIS

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

6.3.1 Curriculum Development

According to the University Grant Commission (UGC) guidelines, Government of Gujarat took initiative to implement Choice Based Credit System CBCS in various universities of Gujarat and Our College is affiliated to *Veer Narmad South Gujarat University*, which had implemented CBCS among few colleges of Gujarat. Further, the associate dean of curriculum and course development is responsible for monitoring and promoting the ongoing process of curriculum development in respective streams. In addition, the associate Dean works closely with the committee of an assessment to ensure that the goals of the curriculum are being met and to suggest revisions and improvements as necessary.

6.3.2 Teaching and Learning

Projector – Audio-Visual learning
Some of the teachers are providing education through multimedia and preparing Material for this purpose

6.3.3 Examination and Evaluation

Strict enforcement of examinations rules answer sheets are shown to the students.
Results declared on notice board

6.3.4 Research and Development

NIL

6.3.5 Library, ICT and physical infrastructure / instrumentation

The college has very prosperous library with a wealthy collection of books for students and staff. The UGC funded library provides useful reference books. Information and Communication Technology (ICT) have become common place in all entities in all aspects of life. It has potential to accelerate, enrich and deepen skills, to motivate and engage students if use proper way in classroom. To meet easy access to learning with the help of ICT we have following infrastructure;

- Rich library having two separate computers
- Wide computer LAB with internet connection
- Projector
- Copier cum Printer Machine
- Generator
- New books and journal subscribed.

6.3.6 Human Resource Management

Human Resource Management is done as per Govt. Rules

6.3.7 Faculty and Staff recruitment

NIL

6.3.8 Industry Interaction / Collaboration

--

6.3.9 Admission of Students

Transparent admission process. Priority to female students. Admission on basis of merit.

6.4 Welfare schemes for

Teaching	<input checked="" type="checkbox"/>
Non teaching	<input checked="" type="checkbox"/>
Students	<input checked="" type="checkbox"/>

6.5 Total corpus fund generated

NIL

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	KCG	NO	--
Administrative	Yes	Govt.Of Guj	NO	--

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?

Flying Squads, External Superintendents are appointed by the university to monitor the examination.

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

Efforts are being made at university level to provide autonomy to the affiliated college.

6.11 Activities and support from the Alumni Association

Give motivation to students by funding and awarding prizes.

6.12 Activities and support from the Parent – Teacher Association

Regular visit by members of PTA for feedback. Pro active role of PTA members for maintenance of safety of female students.

6.13 Development programmes for support staff

1. Provide computer training
2. Recruitment of ad-hoc staff to fill up the gape and provide best services to students
3. All clerical cadre personal have cleared CCC examination.

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

- 1.Tree plantation, cleanliness drive.
- 2.Deployment of separate staff for maintenance of garden and other tree.

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.

- Community service through blood donation camp
- Financial aid through institution to the needy students

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

- Biometric machine is installed for establishing transparency in punctuality for Administrative and teaching staff.
- Financial help through institution.
- RO water-plant is installed to cater to the need of clean drinking water.
- Generator was installed to ensure continues supply of electricity.

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

- 1.Active participation of students in community activity.
- 2.Pro-active NSS unit

7.4 Contribution to environmental awareness / protection

- To increase the awareness among the students lectures are organized by experts.
- Tree Plantation in the campus
- Use of paper bag

7.5 Whether environmental audit was conducted? Yes ☐ No ☒

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

The institution will complete 50 years of its existence, hence year 2015 will be celebrated as a golden jubilee year. Series of program will be carried out during the year.

8. Plans of institution for next year

- Institution decided to Establish of e-learning resources for the faculties & students.
- To promote research facility.
- Institution decided to implant the CCTV camera for examination refoms

Prof. D.M.Vaghela

Signature of the Coordinator, IQAC

Prin Dr. I.M.Bhana

Signature of the Chairperson, IQAC
