

J.M.SHAHARTS & COMMERCE COLLEGE, JAMBUSAR



Internal Quality Assurance Cell (IQAC) and Submission of Annual Quality Assurance Report (AQAR-2015-16) 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

Jmshah_edu@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/AQAR2015-16.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

2015-16

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
- vi. AQAR 2014-15 11 submitted to NAAC on 24-12-2018

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 University, 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.

08

Faculty

05

Non-Teaching Staff Students

02

Alumni

01

Others

--

2.12 Has IQAC received any funding from UGC during the year?

Yes

☐

No

☒

If yes, mention the amount

NIL

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

Gujarati Poetry

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
➤ Qualitative improvement of education	➤ UG and P.G results improved during the year 2015-16 significantly

* 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

NIL

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	03	--	--	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	--	--	--	--
Others	--	--	--	--
Total	04	--	--	--
Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

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

(ii) Pattern of programmes:

Pattern	Number of programmes	
Semester	UG/PG	Choice Based Credit System is introduced at U.G. and P.G. programmes
Trimester	--	Not Applicable
Annual	--	B.A, B.Com, M.A and M.Com External programme is offered under this pattern

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.

Syllabus of Elements of Banking and Insurance and Business Administration at First Year B.Com. revised. New Text Book of English will be introduced from the year 2015- 2016.

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

Bachelor of Arts (English) New Department introduced during the year 2015-2016

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	04	00	00	00	00	00	00	00	04

2.4 No. of Guest and Visiting faculty and Temporary faculty

	04	03
--	----	----

2.5 Faculty participation in conferences and symposia:

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

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

LCD Projectors are installed in B.Com and B.A classes. Audio Visual Learning is the best method for teaching & learning. Teachers prepare study material in local language.

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	45	2.22 %	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 <i>(other than compulsory by the University)</i>	--	--	--	--
Any other(Specify)	--	--	--	--
Total	--	--	--	--

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences
organized by the Institution

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

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

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

55

State level

--

National level

--

International level

--

3.22 No. of students participated in NCC events:

University level

02

State level

02

National level

International level

3.23 No. of Awards won in NSS:

University level

-

State level

--

National level

--

International level

-

3.24 No. of Awards won in NCC:

University level

-

State level

-

National level

-

International level

-

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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 Runad Village
- ⇒ One day camp was organized by NSS at Vaseta Village.
- ⇒ Eye camp organized by NSS at college premise every year.
- ⇒ Tree plantation.

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 fully computerized

SOUL software was installed in library.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	975	1,08,169/-	196	26130/-	975	1,08,169/-
Reference Books	136	14,985/-	12	1985/-	136	14,985/-
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	--	--	--	--	--
Added	--	--	--	--	--	--	--	--
Total	35	01	10	--	--	--	--	--

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	3500/-
ii) Campus Infrastructure and facilities	1800000/-
iii) Equipments	--
iv) Others	--
Total :	1803500/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC provides information about various Student Support Services available at the institution. Students are invited for their suggestions for the improvement of teaching learning environment.

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
890	90	--	--

(b) No. of students outside the state

00

(c) No. of international students

00

Men	No	%
	411	42

Women

No	%
569	58

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
334	129	24	484	00	971	606	132	37	205	--	980

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

62

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

Student Counselling and Career guidance was provided by The Indu college of management & senior faculty members

No. of students benefitted

About 50

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
--	--	--	53

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. Thalasemia Diagnosis & Awareness

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	21	31030/-
Financial support from government	400	11,00,000/-
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 System

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
- Up gradation of Library software SOUL
- New Books and Journals subscribed
- Wide computer LAB with internet connection
- Projector
- Copier cum Printer Machine
- Generator

6.3.6 Human Resource Management

Human resource management is done as per government rules

6.3.7 Faculty and Staff recruitment

--

6.3.8 Industry Interaction / Collaboration

interaction and collaboration PI foundation

6.3.9 Admission of Students

As per the Criteria decided by *Veer Narmad South Gujarat University*.

6.4 Welfare schemes for

Teaching	Since 1986 Institution is running a credit society for staff.
Non teaching	<ul style="list-style-type: none"> • complete uniform is provided to sub staff. • The staff is allowed financial assistance in form of advance during the festival season.
Students	Besides scholarships, The education fee is funded to Poor boys.

6.5 Total corpus fund generated

NL

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?

1. 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

Computer training is provided as and when required for.

Institution gets advice & support from PTA such as maintaining discipline, Remedial class.

6.13 Development programmes for support staff

Computer training is provided as and when required.

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

Regular Tree Plantation

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.

Our annual College Magazine – ‘AABDIK’ provides yearly activities of our college

- Our institution always encourages our students to lodge online application for job from the library computer lab.
- Recently most of the students of college applied for Government jobs from the Gujarat Government Portal through the online site “OJAS”.

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.
- RO water-plant is installed to cater to the need of clean drinking water.
- Generator was installed to ensure continuous supply of electricity.

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

- Faculty members are encouraged to attend seminars and conferences. They are also motivated to publish books.
 - Extensive use of ICT in class room teaching

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)

STRENGTHS

1. Well qualified and experienced faculty.
- 2.. Book-Bank facility.
3. Sound Library
4. extracurricular sports and cultural activities
5. Community extension activities under NSS programme.
7. Strong Fiscal discipline
10. Good governance system

WEAKNESSES

1. Inherent weaknesses related to grant-in-aid colleges
2. Affiliating University lacking provision for according autonomy to the colleges
3. Time and economical constraints for students pursuing professional degree courses.

OPPORTUNITIES

1. University giving affiliation to self-financed programmes in grant-in-aid college.
2. Developing industrial area.

CHALLENGES

1. Students prefer professional courses at an early age.
2. Attaining a balance among curricular, co-curricular and extra-curricular activities under semester system

8. Plans of institution for next year

- Institution decided to Establish of e-learning resources for the faculties & students.
- To promote research facility.
- Decision has been taken to start science faculty.

Prof. D.M.Vaghela

Signature of the Coordinator, IQAC

Prin Dr. I.M.Bhana

Signature of the Chairperson, IQAC
