

SARVAJANIK EDUCATION SOCIETY

MAGANLAL THAKORDAS BALMUKUNDDAS

ARTS COLLEGE

SURAT

(Estd. 1918)

AFFILIATED TO  
VEER NARMAD SOUTH GUJARAT UNIVERSITY  
SURAT

✻ SELF-STUDY REPORT ✻

SUBMITTED FOR  
RE-ACCREDITATION

TO  
NATIONAL ASSESSMENT  
AND  
ACCREDITATION COUNCIL  
(NAAC)

BANGALORE



SEPTEMBER 2013

M.T. B. ARTS COLLEGE, SURAT

✽ SELF – STUDY REPORT ✽

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## WELCOME TO M. T. B. ARTS COLLEGE

The Maganlal Thakordas Balmukunddas Arts College, popularly known as M. T. B. Arts College is the oldest college of the South Gujarat region and one of the best colleges of the state of Gujarat. It has a vast campus studded with majestic buildings in the old style of gothic architecture. Hostel building and residential quarters, lawns and gardens, play-fields and grounds and courts and pavilions, surround its scenic beauty. It occupies 1138750 sq. mtr. of land in a prime location which is now in the heart of the city of Surat on the river bank of the Tapi. More than half a dozen other institutions of higher education including a College of Science, a College of Commerce, a College of Microbiology and Computer Science, a College of Engineering and Technology, Center of Excellence in Environmental Studies and a Management Institute, and a college of performing Art (SCOPA) have recently come up which have added to the glory of the campus. The campus is a virtual beehive of academic activity throbbing with enthusiasm and dynamism on the part of the learners and the teachers of several disciplines.

Individually our college imparts instruction right from the **Under Graduate Level** to **Post Graduate Level** including **M.Phil.** and **Ph.D.** programmes in the **Faculty of Arts** offering maximum number of subjects and subject combinations. We also offer 86 academic programmes to nearly 3000 students of distance learning through the IGNOU Study Centre whereby a national level linkage has been established with a university of international repute. The IGNOU Study Centre has been functioning in our college ever since the inception of IGNOU in 1988. The campus provides an intense environment of learning and research as well as opportunities for self-expression and personality development.

Our college was **established** as early as **in 1918** as the **Saravajanik College** established by the **Sarvajanik Education Society**, which had been founded in 1912. The college was granted affiliation for the **Subjects of Arts** by the **Bombay University** in 1918, and was formally inaugurated by **Sir Chimanlal Setalvad**, the then **Vice-chancellor of Bambay University** in 1919. The college was named as **Maganlal Thakordas Balmukunddas Arts College** in 1920 following a munificent donation of **Rs. 2,00,000/-** made by **Sheth Shri Maganlal Thakordas Modi** for the construction of the College Building, **Sir George Ambrose**

**Lloyd, the Governor of Bombay**, inaugurated the new college building in Sept., 1920. As students started coming from far off places, residential facilities were provided on the campus in the same year and in the subsequent years more hostel blocks and professors' quarters were contracted. From **1931**, the College was recognized for post-graduate instruction in **Mathematics, English, Sanskrit, Gujarati, History and Economics**. Later on **Persian, Arabic, French and Ardhamagdh** were added. In 1933, a full fledged Science Institute providing instruction in various subjects of Science was established with donation from R. T. Modi Trust, which was inaugurated by **Lord Braborne, the Governor of Bombay**, in December 1935. **Sir Roger Lumley, the Governor of Bombay**, inaugurated the new college library known as **Lady Kikabhai Premchand Library** in December 1938. The College was also granted affiliation for Centre of Teachers' Diploma in 1939. When the need arose for **Girls' hostel**, the Rangildas Khandawala Hostel for Girls was laid opened by **Lady Bajpai, wife of Shri Girijashankar Bajpai, the Governor of Bombay** in March 1953. An Academy of Indology called Bhartiya Vdiya Mandal was established which later on culminated itself into the Chunilal Gnadhi Vidyabhavan a **Centre of Research and Learning** specializing in Language, Literature and Indian Culture. The Chunilal Gandhi Vidyabhavan was inaugurated by **Dr. D. R. Gadgil** on 15<sup>th</sup> August, 1953. The **Ladies Pavilion** was inaugurated by **Shri Morarjibhai Desai** in 1954.

The college has been most privileged to have **stalwarts and scholars of very high repute as principals** right from its inception. Prin. S. P. Dastoor, who was the first principal, laid down the academic foundation of the college and Prin. V. K. Rajwade, a scholar of Sanskrit from Deccan Education Society, Pune strengthened it. The college was most fortunate to have a very young and energetic principal in the person of **Dr. D.R. Gadgil** who proved to be a leading economist of the country and later on occupied the prestigious position of the **Deputy Chairman of the Planning Commission of India**. Prin. N. M. Shah, a wrangler from the Trinity College, Cambridge served the college for 20 long years as principal. Prin. K. L. Desai, a scholar of English from Cambridge University, and Prin. J. T. Parikh, a nationally renowned scholar of Sanskrit made innumerable contributions to the overall growth and development of the college.

Following the growing strength of students in both Science and Arts faculties, the college was bifurcated and the Science Faculty was granted the status of an independent college in 1960. The new Science College was named **Sarvajanik College of Science** and it was renamed as Sir Purushottamdas Thakordas Sarvajanik Colleg of Science in 1967.

Even after bifurcation, the college continued to have illustrious personalities as principals. **Prin. K. C. Mehta** was a **leading academician** and a **dynamic administrator**, and he was the Principal of the college in the Diamond Jubilee Year when the college was rewarded with a **Cash Prize of Rs. 50,000/-** for being adjudged as the **Best College by the Government of Gujarat**. He served the Sarvajanik Education Society as its Honorary Secretary for more than three decades. **Dr. B. A. Parikh** who succeeded him as principal, is a nationally **renowned Psychologist** and **Activist-Rationalist**, and he later on served as the **Vice-Chancellor of the South Gujarat University, Surat** for two consecutive terms. **Dr. R. G. Oza** served the college as principal and he also served the Society as its **Honorary Secretary** for quite long. Most of the principals occupied high positions in the affiliating university. **Prin K. L. Desai** was **Dean of the Faculty of Arts** for three terms. **Prin. K. C. Mehta** was of **Dean for two terms** and **Dr. B. A. Parikh** was also **Dean for two terms**. They were all elected Members of the University Syndicate as well. **Prin. G. P. Sanadhya** has also been **Dean of the Faculty of Arts** for two consecutive terms and an elected Member of the University Syndicate.

Our college has been blessed with a **galaxy of teachers of high academic repute** and **scholarly fame**. Several of them have been acclaimed as great scholars, celebrated **writers** and **poets** and renowned **critics**. **Dr. Vishnu Prasad Trivedi, Dr. R. I. Patel, Dr. Jayant Pathak, Prof. Godiwala, Dr. A. D. Shashtri, Dr. Rajendra Nanavati, Dr. Arvind Joshi, Dr. Himanshi Shelat** and many more have been **literary laureates** and **awardees of national level** and **state level awards** and prizes. The same scholarly and academic tradition has been carried on by **Dr. S. K. Vijaliwala, Dr. V. C. Patel, and Dr. M. S. Padvi** who have been acknowledged as writers and critics of repute. **Dr. B.K. Bhatt** is well-known scholar of Economics.

Our college has been blessed by the visits of such dignitaries as **Dr. Radhakrishnan, Dr. Radha Kumud Mukherjee, Shri Morarjibhai**

**Desai, Shri. C. D. Deshmukh, Shri Vinoba Bhave, Shri. Ravishankar Maharaj, Prof. Humayan Kabir, Dr. Umashankar Joshi, Justice Bhagawati, Shri. B. D. Jatti, Mr. K. K. Vishwanathan, Dr. A. P. J. Abdul Kalam, Shri Narendra Modi** etc. Our students and teachers have always been inspired by the exhortations of these visitors.

Our college has served the academic needs of several generations of learners. Hence, the number of our alumni runs into thousands. There are families where grand fathers as well as their grand children take pride in being MTBians. Earlier our Alumni Association consisted of Arts and Science students. Presently our Alumni Association consists of arts students only. Our **galaxy of Alumni** dazzles with personalities who have left their indelible mark in our national life. Several **socio-political leaders, educationists, Vice-chancellors, Principals, sportsmen**, and achievers in different fields are included in this list. We feel proud to make special mention of **General A. S. Vaidya, the Chief of the Indian Army, Mr. Pimputkar**, the Lieutenant Governor of Delhi, **Mr. Hitendra Desai the Chief Minister of Gujarat, Justice A. H. Ahmadi and Justice D. A. Desai**, both **Judges of the Supreme Court of India**, and **Dr. Manibhai Desai** and **Ilaben Bhatt**, both **Magsaysey Awardees**.

Our present students are equally meritorious and promising both in studies and in co-curricular activities. We are proud to mention that our college has always achieved the **highest results in the university examinations**. The average **success rate** moves around **85 % to 95 %**. In the same way, in the field of sports and cultural activities, scores of our students have earned laurels not only at the university level, but also at the national and international levels.

As part of our academic tradition, we have organized University level and State level Conferences, Workshops, and Symposia on several occasions. Conferences of the Gujarati Sahitya Parishad, Gujarat Itihas Parishad, Gujarat Psychology Association, Hindi Sahitya Parishad, South Gujarat Sanskrit Adhyapak Association etc. have been hosted by us more than once. Similarly University Youth Festival and University Athletic Meet have been organized several times. We have been conducting UGC sponsored Summer Institutes and Orientation / Refresher Courses for college and university teachers from time to time. The arrangement of seminars and exhibitions of the University Granth Nirman Board and the National Book Trust has become almost a yearly feature.

In extra-curricular activities like N.C.C. and N.S.S., our college has been earning medals and prizes and cups and trophies fairly regularly particularly in the Republic Day Camp and Parade, Inter-University Youth Camps, mountaineering and trekking expeditions, and Social Service Activities. **Two of our girl cadets and one of our boy cadets** have been directly **commissioned as Officers in the Indian Army** very recently. One of our instrumentalist got a Prize in the National Youth Festival in the immediate past. One of our girl cadets was selected as 'the Best Cadet' in the state.

Our most invaluable treasure has been our library which is known as the **Lady Kikabhai Premchand Library**. It has more than **64000 titles** in its collection. We subscribed to nearly **80 journals** and periodicals, had rare back volumes, old manuscripts and much more useful material for research. Today we have around 20,000 books only. The rest of the 40,000 books and other material for research have been destroyed by the unprecedented floods of August, 2006 which ravaged and devastated our college campus beyond our wildest apprehensions. The wrathful river took her toll of more than Rs. 1,50,20,000/- from our College.

The damage to building and property will some day be recovered, but the loss of rare and out of print books and back volumes has been irretrievable and irreparable. Our students and staff worked for days and nights to salvage the situation and restore the infrastructure of the college as fast as possible. The work of repair and renovations was going on in full swing. However, it will take quite some time to bring back the old shine and glory of the college campus.

Earlier we had received a **special grant of Rs. 7,00,000/-** in the 9<sup>th</sup> Plan under the scheme for the REVIVAL OF OLD REPUTED INSTITUTIONS. We have been awarded a special U.G.C. grant for COLLEGES WITH POTENTIAL FOR EXCELLENCE (CPE) during 2010-12. It has been of immense help to our college. We have approached the State Government as well as the Central Government for special grants for recovery of losses due to the floods. We have also approached our donors as well as the public at large to come forward with munificence and help the college in rebuilding itself into an exemplary institution of higher educations as it has ever been beholden. We are most confident that the loss will soon be made good by the munificence of both

the Government and the public and the college will continue to strive towards quality, efficiency and excellence in higher education.

Our present endeavor to offer ourselves for re- accreditation by NAAC may be seen as part of our overall effort to ensure quality assurance and efficiency enhancement which is the need of the hour today.

We are conscious that one can never afford to be complacent in matters of quality and efficiency. Excellence is an ever elusive value. Continual effort and constant vigil are of paramount importance. And therefore, we submit ourselves in all humility for scrutiny and re- accreditation by NAAC.

This is a brief introduction of our institution. The details are given in the following Self Study Report in the proper format and sequence.

I hope that this report presents a fairly objective picture of our college.

I am confident that on scrutiny and verification, these information, facts and figures will be found materially correct and our observations valid and true.

However, sky is the limit of our onward march, and therefore, we can only say in Robert Frost's words :

“Woods are lovely dark and deep  
But I have promises to keep  
And miles to go before I sleep....  
And miles to go before I sleep....”

Dr. M. S. Padvi  
Principal





# Executive Summary

## CRITERION : 1

### CURRICULAR ASPECTS:

The Institution holds the vision of fulfilling the educational needs of one and all in the society at large and contributing actively in the efforts of humanity to emerge from the darkness of ignorance into the light of knowledge. The vision of enabling all the sections of the society to acquire higher education is also in the centre.

This vision is reflected in our efforts to have the support of philanthropic members of the society and alumni. The goals and objectives of this about ninety years old college are very well known to the public and those seeking admission to this college are well informed about the details through college prospectus . This information is further re-inforced among the students through induction-meetings held from time to time Our alumni have also become the ambassadors of the vision and the mission of the college.

The up-gradation of the curriculum as per the changing needs of the society as well as the emerging national and global trends has always been imperative for the institution. We have taken lead at the university level. Our faculty members are the active members of various Boards of Studies, Faculty of Arts and Academic Council at university level. Many of them have been the resource persons in SANDHAN BISAG Programmes. Remedial Courses for the slow learners have been organized to enable them to keep pace with the overall educational system. Special care is taken for the advanced learners offering challenging tasks.

To enable the students to face the challenges of life the institution has made sincere efforts. The college offers various options in humanities so that students can choose a variety of combinations like English-Statistics, Economics-Gujarati. The institution has offered self financed programmes in Dance, Drama, and Music in collaboration with Sarvajanic College of Performing Arts(SCOPA). Various Short Term Courses were organized for the purpose: Certificate Course in Foreign Language Studies, in Spoken English, in Spoken Sanskrit, in Learning Disabilities, and in Proof Reading. P.G.Diploma in Journalism in Hindi, in Psychological Counselling , in Psychological Testing. Coaching classes for public Exams like GPSC, UPSC, NET, SLET were organized and completed successfully.



## **CRITERION : 2**

### **TEACHING-LEARNING and EVALUATION**

Merit of students is an important criterion for admission. At F.Y.B.A. level the minimum percentage of marks for admission is 35% to 40% but we get more admissions with average 55% to 85% marks. Our college being the only mono faculty arts college with maximum flexibility of subjects the number of students with excellence goes higher than that in other colleges affiliated to the University. At F.Y.B.A. level the rules of the government and UGC regarding reservation of seats in educational institutions are strictly observed. Before the final selection of options, students are provided counseling about options and other activities like NCC, NSS and Sports. The academic calendar for the year is prepared according to University schedule well in advance.

For the effective teaching learning process modern methods of teaching like group discussion, assignments, seminars and the use of multi-media projector, visits to various places, expert lectures etc. are adopted. Students' participation is emphasized by encouraging co-curricular activities. Departmental meetings are held to plan out the teaching and co-curricular activities. Individual planning of teaching provide a general blue print of teaching during the semester. The appointment of ad-hoc faculty member is made as and when required but the quality of these teachers is strictly maintained by observing the UGC criteria. Due to IQAC and API Score system the teachers take active part in national seminars, publish books and research papers. This ultimately improves the quality standard of their performance and affect the students' result positively. Students are evaluated through tutorials, assignments and internal tests. For the final examination university evaluation system is followed.



## **CRITERION : 3**

### **RESEARCH CONSULTANCY and EXTENSION**

As research enriches teaching and learning, Chunilal Gandhi Vidyabhavan has been established by our management on the campus. It has over 2000 manuscripts in Sanskrit and Indology along with a rich library. The college encourages the teachers and P.G. students for the pursuit of research. Students and teachers prepare themselves for M.phil., Ph.D degrees or UGC major/minor research projects. A separate cabin in the library with computer, net connection, printer etc. is provided for the purpose. During the last four

years our faculty members have guided 30 students for M.Phil. and 33 students for Ph.D. degree .One of the faculty members has completed a UGC major research project. And two of them have completed UGC minor research project. One such minor research project is in progress. Most of the Head of the Departments are the co-ordinator or the members of research study committee of the respective subject in the University.The college runs M.Phil./Ph.D Study Center in four subjects.A couple of our students were awarded with UGC Rajive Gandhi fellowship for research.Our Psychology lab.,Computer lab.,and Library support inter-disciplinary approach in research.Five P.G.Centers of ours are throbbing with local and senior visiting faculties inspiring research.

In the direction of capability building our college has organized a six day training programme for college teachers of South Gujarat region in collaboration with KCG-Govt. of Gujarat.

Our extension activities are linked with social responsibilities through NSS/NCC camps,participation in various campaign programmes and volunteering in various public functions. This inspires a sense of citizenship and social responsibility among students.



#### **CRITERION : 4**

### **INFRASTRUCTURE AND LEARNING RESOURCES :**

It is the policy of one institution to keep students' progress and welfare in the centre of any development. Optimal use of existing infrastructure and transparent executing of financial resource have always been done. Public participation is invited for financial resource. The building with spacious class rooms, auditorium, seminar-hall, administrative office, Language-lab, Psychology lab, Staff-common room along with reference section – are available for the academic curricular, co-curricular and extra-curricular activities. As a part of these activities, we arrange as per the academic-calander, a variefy of programmes during the year. They include book-exhibition, Kavi Sammelan, Sahitya Satra, motivational-lectures, NCC/NSS Camps, sports, tournaments, Blood-donation camps etc. Our building is occasionally used for Vidhan Sabha and Lok Sabha elections or Municiple Corparation elections elections. Various public examinations are held in the building with active participation of the administrative staff and the students.

Our huge play-ground is always throbbing with sports activities – Inter – college cricket Tournaments, Sarvajanic Education Society Cricket Cup

Tournament, Gandhi cup Tournaments for schools etc. NCC examinations, yoga camps are also organized on the play-ground.

Girls' Hostel and Boys' Hostel with a number of rooms are available as residential facility. We have established IQAC, Grievance Redressal Unit, Women's Cell, Counseling and Career Guidance, Placement Unit, Health Centre, Canteen, Recreational Places for staff and students etc. Sir Lady Kikabhai Premchand Library is one of the best libraries, a source of knowledge not only for students and teachers but also for all the books lovers of the city, as it is e-connected with other public libraries also. It is updated with the latest titles. and Computer, internet facility available for even public excess. To help out the visually challenged students our NSS volunteers offer their services.

The administrative office and staff-common room is well equipped with ICT College budget is prepared by the finance-committee., and financial resources are well-employed for the students' activities.



#### **CRITERION : 5**

### **STUDENT SUPPORT AND PROGRESSION**

To create a study oriented atmosphere is not the only mission of an institution, but it should also strive to generate an environment in which and all-round development of the students may take place. Keeping this nation in view the college organizes a variety of co-curricular and extra-curricular activities for student support and progression. We publish prospectus containing all necessary information about the college for the new entrants. We have a couple of other annual publications namely college magazine 'Sarvajanikam' and 'Vidyarthi – Sathi' student's diary. Sarvajanikam contains the record of college activities, the academic achievements and creativity of the staff and the students . The diary contains a collection of prayers, songs, and noble thoughts to provide value-based education.

For student support we disburse Govt. scholarship to SC/ST students and free-ship to female students which constitutes a major chunk of our strength. We also have a health-centre, a canteen jointly shared by our sister colleges, separate pavilions for girls and boys, water but with cooler, girls' common room with toilet blocks and such physical facilities for the students. For the academic support of slow learners we conduct remedial classes, whereas for the gifted students we organize UPSC/GPSC, NET/SLET coaching. Besides this, spoken English/Sanskrit classes, Vocational guidance, placement cell,

Certificate and Dipoma courses etc. are conducted. We have Students' Grievances Redressal Cell and Sexual Harassment Prevention Cell, Book bank, Poor Boys' Fund, Girls' Hostel, Boys' Hostel, Alumni Association, Parents' Association, Students' Council with various committees etc. All this fosters students development and their progression.



## **CRITERION : 6**

### **GOVERNANCE, LEADERSHIP and MANAGEMENT**

The mission and vision are the illuminating aspirations which steer our efforts and activities in the definite direction to activities in the definite direction to achieve them. They reflect the needs of the society in general and that of the students in particular. We put them in action democratically from the top management to the bottom level. Our academic, administrative, and extension activities are designed and extension activities are designed and carried out in such a manner that all the stake holders feel the importance of their participation and get inspired to explore their best potential.

We have Local Administrative Committee comprises of the members of the Management, Principal, OS, Staff representative etc., in addition to various committees for student council's activities, by which we manage all our functions smoothly. NCC, NSS, Gymkhana have their operational autonomy. which makes the system of governance de-centralized. The Principal plays the role of an invigilator or felicitor. We organize all our events like-National, international seminars, sports tournaments, Annual Day celebration, Student Council Election, celebration of national festivals etc. with a culture of participative management and a harmony of efforts.

Having been awarded the UGC CPC grant our college strives hard to update the quality of teaching-learning and administrative process by installing e-gadgets, sound system, class-room library, softwares in the office and library, well-equipped Seminar Hall, renovated Central Hall, improved gymkhana facilities, conducting remedial coaching for SC/ST, minority students, computer, internet for students, research facilities etc. Three of our faculty members have completed their UGC Major/Minor research projects and one is on-going. We are active in community services, through NCC/NSS through various camps, rallies, campaigns, volunteering at Public functions etc.

We also have Grievances Redressal Cell and career Guidance cell. The programmes like KCG Training workshops, BISAG state level T.V telecast on academic topics, orientation/Refresher courses, guest lectures, seminars,

conferences, publication of articles and books etc. Our college also undergoes triple A (Academic Administrative Audit) inspection by Knowledge Consortium of Gujarat (KCG), Govt. of Gujarat. For overall monitoring we have IQAC which supervises and registers our progress.



## **CRITERION : 7**

### **INNOVATIONS and BEST PRACTICES**

As every individual is unique, so is every institution, with her quality-specific innovations and best-practices. The staffers, students or any visitor is lured by the verdant greenery of the garden. The halcyon campus is environment-friendly. The dotted by century-old building with gothic architecture. It is managed by the Estate Department of the Management. The ample vegetation maintains carbon neutrality in an island-like campus amidst jungle of concrete and that of traffic. As far as recent additions are concerned, Installation of Public Announcement System, and that of CCTV Camera in each class and corridor of the college, e-gadgets-projector and screen in each classroom, computer lab, laptop to each Head of the Department, face-lifting of our central Hall for various programmes, renovation of Seminar Hall, publication of our Annual College Magazine ‘ Sarvajanikam’ every year since decades, publication of students’ Diary (‘Vidyarthi-Sathi’) etc. are typically the characteristic features and innovation of MTB College.

To mention two of our Best Practices – we would highlight – 1. IGNOU Study Center, 2. Study Circlers.

1. We have a counseling/Study center (No. 0905) of Indira Gandhi National Open University in our college giving its benefit to more than 3500 regular students, who keep the campus lively on each Sunday. More than ten thousands appear at its examinations conducted twice a year. The college provides all the physical facilities including a room for its office and a room for storage, and all the class-rooms to IGNOU, Centre.

Moreover, our college is an Examination centre of Annamalai University, Banking Service Recruitment Board, etc. The Election Commission of India and other NGOs also organize their public programmes here.

2. We have study Circles of all the major subjects, particularly languages. The arrange various academic programmes throughout the year with inter departmental co-ordination. This has been a good tradition of our college.



## PART – I

### B. PROFILE OF THE AFFILIATED COLLEGE:

#### 1. Name and Address of the College:

Name: M.T.B. ARTS COLLEGE, SURAT		
Address: J. N. ROAD, ATHWALINES, SURAT		
City: SURAT	Pin: 395002	State: GUJARAT
Website: <a href="http://www.mtbarts.org">www.mtbarts.org</a>		

#### 2. for Communication:

Designation	Name	Telephone With STD code	Mobile	Email
Principal	Dr. M. S. Padvi	O: 0261-2240025 2240189 2496389	+9198793 92658	<a href="mailto:mtb.arts@rediffmail.com">mtb.arts@rediffmail.com</a> principal@mtbarts.org
Vice Principal	-	O: R:	-	
Steering Committee Co- ordinator	Dr. C. J. Desai	O: 0261-2240025 R: 0261-2463364	+9194267 76243	<a href="mailto:chaitanyajdesai@gmail.com">chaitanyajdesai@gmail.com</a>

#### 3. Status of the of Institution :

Affiliated College	√
Constituent College	-
Any other (specify)	-

#### 4. Type of Institution:

a. By Gender

i. For Men

ii. For Women

√

iii. Co-education

b. By Shift

i. Regular

ii. Day

iii. Evening

**5. Is it a recognized minority Institution?**

Yes

No

If yes, specify the minority status (Religious/Linguistic/Any other) and provide documentary evidence - Nil

**6. Source of funding**

Government

Grant-in-aid

Self-financed

Any other

**7. a. Date of Establishment of the College: 25 June, 1918**

**b. University to which the College is affiliated/or which governs the College (If it is a Constituent College)**

- VNSGU, SURAT

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks (If any)
i. 2 (f)	Copy Attached	See Appn. 1
ii. 12 (B)	---	---



c. Details of UGC recognition : See Appn. 1

d. Details of recognition/approval by statutory/ regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.)

Under Section /Clause	Recognition/Approval Details Institution/Department/ Programme	Day, Month And Year (dd-mm- yyyy)	Validity	Remarks
NA				

(Enclose the recognition/approval letter)

8. Does the affiliating university Act provide for conferment of autonomy (as Recognized by the UGC), to its affiliated Colleges?

Yes  No

If yes, has the College applied for availing the autonomous status?

Yes  No

9. Is the College recognized

a. by UGC as a College with Potential for Excellence (CPE)?

Yes  No

If yes, date of recognition..... (dd/mm/yyyy)

b. for its performance by any other governmental agency?

Yes  No

If yes, Name of the agency..... and Date of recognition..... (dd/mm/yyyy)

10. Location of the campus and area in sq.mts:

Location *	Urban
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<b>Campus area in sq. mts.</b>	√
<b>Built up area in sq. mts.</b>	√

**See Appn. 2**

(\* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

**11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.**

**Auditorium/seminar complex with infrastructural facilities -√**

**Sports facilities**

- \* Play Ground - √
- \* Swimming Pool – No
- \* Gymnasium – √

**Hostel**

**\* Boys Hostel**

- i. Number of Hostels- 01
- ii. Number of inmates - 60
- iii. Facilities (Mention Available facilities) : Mess

**\* Girl's Hostel**

- i. Number of Hostels - 01
- ii. Number of inmates – 110
- iii. Facilities (Mention Available facilities) : Mess

**\* Working women's Hostel- NA**

- i. Number of inmates
- ii. Facilities (Mention Available facilities)

**Residential facilities for teaching and non-teaching staff (give numbers available and cadre wise) Servant Quarters**

**Cafeteria - √**

**Health Centre – √**

- First aid- √
- Inpatient- √
- Outpatient-√
- Emergency care facility-√

Ambulance - √

Health center staff – √

Qualified doctor: Full time - Part-time √

Qualified Nurse: Full time - Part-time -

- Facilities like banking, post office, book shops - No
- Transport facilities to cater to the needs of students and staff - No
- Animal House - No
- Biological waste disposal - No
- Generator or other facility for managing constant supply and voltage of electricity and voltage- Generator
- Solid waste management facility- √
- Waste water management - √
- Water harvesting - √

**12. Details of programmes offered by the College (Give data for current academic 2013-14 year)**

Sr	Programme Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of Instruction	Sanctioned/ Approved Student Places	No. of Students Admitted
1.	Under-Graduate	7	3 Yrs	HSC	Guj.	650 F.Y. intake	650
2.	Post-Graduate	5	2 Yrs	BA	Guj.	60	60
3.	Integrated Programmes PG Ph.D	-	-	-	-	-	-
4.	M.Phil	6	2	PG	Guj.	-	-
5.	Ph.D	3	4	PG./Mphil.	Guj.	-	-
6.	Certificate Courses	3	3 mths.	HSC	Eng. Guj.	25	25
7.	UG Diploma	-	-	-	-	-	-
8.	PG Diploma	2	9 mths.	UG	Hindi Guj.	30	14
9.	Any other (Specify and provide						

	details)						
--	----------	--	--	--	--	--	--

**13. Does the College offer self-financed Programmes?**

Yes                      No

**If yes, how many?**      

Play Ground - Yes

**14. New programmes introduced in the College during the last five years if any?**

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Number	<input type="text" value="1"/>
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**15. List of the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly also do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)**

Particulars	UG	PG	Research
Science	-	-	-
Arts	7	5	
Commerce	-	-	-
Any Other not covered above			

**16. Number of Programmes offered under (Programme means a degree course like BA, BSc, MA, M.Com...)**

a. annual system      

b. semester system     

c. trimester system    

**17. Number of Programmes with**

a. Choice based credit system      

b. Inter/multidisciplinary approach

c. Any other (specify and provide details)

**18. Does the College offer UG and/ or PG programmes in Teacher Education?**

Yes No

If yes,

a. Year of Introduction of Programmme (s) Nil (dd/mm/yyyy)  
and number of batches that completed the programme - **NA**

b. NCTE recognition details (if applicable)

Notification No: .....

Date: ..... (dd/mm/yyyy)

Validity:.....

c. Is the institution opting for assessment and accreditation of Teacher Education Programme separately?

Yes No

**19. Does the College offer UG or PG programme in Physical Education?**

Yes No

If yes,

a. Year of Introduction of Programmme (s)  
and number of batches that completed the programme - **NA**

b. NCTE recognition details(if applicable)

Notification No: .....

Date: ..... (dd/mm/yyyy)

Validity:.....

c. Is the institution opting for assessment and accreditation of Physical Education Separately?

Yes No

**20. Number of teaching and non-teaching positions in the Institution As per RCI Norms:**

Positions	Teaching Faculty			Non-Teaching Staff * M * F	Technical Staff * M * F
	Professor * M * F	Associate Professor * M * F	Assistant Professor * M * F		

Sanctioned by the UGC/University/State Government ( RCI Requirements) Recruited Yet to recruit	- -	8 9 Lib -		5 1	- -
Sanctioned by the Management/Society or other authorized bodies  Recruited Yet to recruit			Ad-hoc - 3	1	- -

\* M-Male \*F-Female

## 21. Qualifications of the teaching staff

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
<b>Permanent teachers</b>							
D.Sc./D.Litt.	-	-	-	-	-	-	-
Ph.D.			05	05			10
M. Phil.							
PG			03	03	02	01	09
<b>Temporary teachers</b>							
Ph.D.						01	01
M. Phil.						01	01
PG							
<b>Part-time teachers</b>							
Ph.D.							
M. Phil.							
PG						03	03

## 22. Number of Visiting Faculty Guest Faculty engaged with the College: 40

## 23. Furnish the number of the students admitted to the Institute during the last four Academic years.

Categories	Year 1 (2008-09)		Year 2 (2009-10)		Year 3 (2010-11)		Year 4 (2011-12)	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	52	135	50	134	54	119	34	122
ST	225	410	217	433	217	507	253	590
OBC	170	520	145	446	110	363	93	338
General	206	590	202	534	223	541	216	425

Others	7	1	5	2	3	2	-	1
Total	661	1662	619	1549	67	1532	596	1476

**24. Details on students enrollment in the College during the current academic year:**

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same state where the College is located	1544	460	-	-	2004
Students from other states of India	-	-	-	-	-
NRI Students	-	-	-	-	-
Foreign students	-	-	-	-	-
<b>Total</b>	1544	460	-	-	2004

**25. Dropout rate in UG and PG (average for the last two batches)**

Enrolled in first year, minus those appeared for final exams in the final year from among them = Dropout.(e.g. enrolled in 2007, 100. Minus those who appeared for final exams in 2010, 85 = dropout 15)

UG

274

PG

64

**26. Unit Cost of Education**

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

Including the salary component

Rs.

Rs.

Excluding the salary component

**27. Does the College offer Distance Education Programme (DEP)?**

Yes  No

If yes,

**a) Is it a registered center for offering distance education programmes of another**

**University**

Yes  No

**b) Name of the University which has granted such registration. - IGNOU**

**d) Programmes carry the recognition of the Distance Education Council.**

Yes  No

**28. Provide Teacher-student ratio for each of the programme/course offered – 1:7**

**29. Is the College applying for**

**Accreditation: Cycle 1**

Cycle 2

Cycle 3

Cycle 4



Re-Assessment:

**(Cycle 1 refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re-accreditation)**

**30. Date of Accreditation\* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only)**

Cycle 1:.....(dd/mm/yyyy) Accreditation Outcome/Result.....

Cycle 2:.....(dd/mm/yyyy) Accreditation Outcome/Result.....

Cycle 3:.....(dd/mm/yyyy) Accreditation Outcome/Result.....

\* Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.

**31. Number of working days during the last academic year : 270**

**32. Number of teaching days during the last academic year : 190**

(Teaching days means on which lectures were engaged excluding the examination days)

**33. Date of establishment of Internal Quality Assurance Cell (IQAC)**

- IQAC..... 25/06/2008

**34. Details on submission of Annual Quality Assurance Reports (AQAR) to NAAC**

AQAR (i)..... (dd/mm/yyyy)

AQAR (ii)..... (dd/mm/yyyy)

AQAR (iii)..... (dd/mm/yyyy)

AQAR (iv)..... (dd/mm/yyyy)

(All the Above IQAC Report were sent to NAAC in due course)

**35. Any other relevant data (not covered above) the College would like to include. (Do not include explanatory/descriptive information)**

UGC/CPE Award Grant Rs. 1 Crore for 2010-11, 2011-12.



## **C. CRITERIA-WISE INPUTS**

### **CRITERION I : CURRICULAR ASPECTS**

#### **Curricular Planning and Implementation:**

**1.1.1 State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.**

#### **VISION and MISSION :**

- **To serve the educational needs of the society at large**
- **To contribute in the effort of humanity to emerge from the darkness of ignorance into the light of knowledge**
- **To illumine the path of civilization and cultural journey by progression of knowledge and advancement of learning**
- **To enable all the calsses of society to have the privilege of higher education beyond the barriers of caste, creed and gender**
- **To create and maintain the relevance of humanities and social sciences in the present scenario of scienece and technology**

#### **GOALS and OBJECTIVES :**

- **To impart under graduate and post graduate instruction in the faculty of arts**
- **To provide quality eduaction at a reasonable cost**
- **To spread education among the common people**
- **To enable scholars to carry out research in the subject of arts particularly in the field of oriental and indo-centric studies**
- **To disseminate knowledge in society at large to promote social, economic and cultural development by means of extension services**

Since our college is the oldest and the only mono faculty Arts College in Surat, its goals and objectives are already known to the public at large. Three to four generations of South Gujarat region in general and Surat in particular have studied in this college during the period of about 95 years of its illustrious existence.

However , all these goals and objectives are made amply known to the students and parents/guardians through the college prospectus published before the commencement of the academic year annually.

This information is further re-enforced among the admitted students through class-wise/ department-wise Induction meetings arranged in the beginning of every academic year. All related amendments/improvements/changes are made known to the teachers and the students by issuing circulars and by arranging meetings from time to time.

Our Alumni also become the ambassadors of the Vision and Mission of the college.

The teachers and the stakeholders are kept informed of Government / University /UGC notifications as well as circulars received from other universities / institutions of Higher Education.

**1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details on the process and substantiate giving specific example(s).**

Our college is affiliated to V.N.S.G. UNIVERSITY. Since 2010 the University has implemented Choice Based Credit System, our Institution makes consistent efforts to tune up with the new system. All the HoDs and senior faculty members as co-opted members at the Board of Studies are actively involved in the formation of the new curriculum and its implementation. We have designed our time-table, and exam schedule to adapt the need of the said system. We have purchased required books and software material in our library.

**1.1.3 What type of support (procedural and practical support) do the teachers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?**

All the levels of authority- Government, University, and College are on their toes to implement the new curriculum more effectively. The Government has introduced CBCS through three of its agencies BISAG, KCG, and the UNIVERSITY.

The Institution has arranged for the provision of the audio-visual aids like multi-media projectors, VCDs, LCDs, Departmental Library in the

class-rooms, as well as reference section, new magazine and academic journals ready for consultation.

**1.1.4 How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalization of the curriculum?**

Our faculty members are also the active members of Academic Council and the Syndicate. Our faculties have actively contributed as resource persons in SANDHAN, BISAG Govt. of Gujarat programme for the effective implementation of CBCS curriculum.

The Institution makes its faculty members the teaching plan. The Institution promotes its faculty members to play active role to attend workshops, training programmes seminars conducted by various agencies.

**1.1.5 What are the contributions of the institution and/or its staff members to the development of the curriculum by the University?(number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.**

Our institution co-ordinates with the social institutes and the research bodies and generate physical facilities as well as reference material for the effective operationalisation of the curriculum implemented by the university. Shrimad Rajchandra Trust has donated a sizable amount of money for well-equipped seminar hall recently. After disastrous floods of 2006, publisher like Sarawati Pustak Bhandar , has donated a number of reference books and text books. Academic institutes like Gujarati Sahitya Parishad, Gujarat Sahitya Akademi, Bhandarkar Research Institute, Pune have also contributed with reference books and journals. Individual donors have also donated many reference volumes to our library with efforts of our alumni.

**1.1.6 What are the contributions of the institution and/or its staff members to the development of the curriculum by the University?(number of staff members/departments represented on**

**the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.**

Students are offered options to select the textbooks in particular paper. In some of the elective courses options are offered which students can select as per their aptitudes and requirements. In the preceding departmental meetings the teachers are consulted before implementation of new curriculum. Their valuable suggestions are presented in the Board of Studies. Efficient scholarly teachers and the experts in the concerned areas are consulted before designing curriculum very often. Our Department of English has shouldered the responsibility to frame and pre-design the syllabus which consequently comes into practice. This year we held such a workshop in our college. Experts from the other universities are invited as co-opted members. All the departments represent the Institution in the Board of Studies.

List of member of Board of Studies and Co-opted members. Faculty members representing in faculty of arts, Academic Council at the University.

- Hindi Department – Dr. M. S. Padvi – Head of Department –  
Member Faculty of Arts Academic Council at  
the University.
- Sanskrit Department – Dr. B. N. Chapaneri – Head of Department
- Gujarati Department – Dr. R. T. Bhatt – Head of Department
- Psychology Department – Dr. R. M. Vyas – Head of Department  
Dr. B. R. Vyas – Co-opted Member
- History Department – Dr. M. J. Patel – Chairman Board of Studies
- English Department – Prof. L. J. Mistry – Head of Department  
Dr. C. J. Desai – Co-opted member

**1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If ‘yes’, give details on the process (‘Needs Assessment’, design, development and planning) and the courses for which the curriculum has been developed.**

Our college has been awarded CPE Award along with the grant of Rs.1000000. To create more job opportunities for the students of arts subjects, Equal Opportunity Centre has been established and following courses have been introduced for the benefit of society.

(Attach the Syllabus of all the courses.) (See Appendix)

(List of Courses Syllabus of all the Courses run by Equal Opportunity Centre.) (See Appendix)

**1.1.8 How does the institution analyze/ensure that the stated objectives of curriculum are achieved in the course of implementation?**

(Results and the placement record must be attached.)

(Record must be attached.) (See Appendix)

(Comparative Result of Uni. and College.) (See Appendix)

## **1.2 Academic Flexibility**

**1.2.1 Specifying the goals and objectives give details of the certificate/diploma/ skill development courses etc., offered by the institution.**

- To enable students to face the challenges of life
- To introduce vocational guidance to the students
- To create job opportunities through language proficiency
- To provide counseling services to the youth
- To fulfill the social accountability

**1.2.2 Does the institution offer programmes that facilitate twinning /dual degree? If 'yes', give details.**

Yes, our Institute approves the admission for double graduation- that is a student can go for double graduation offering his subordinate subject.

Students are welcomed to pursue regular VNSGU programmes as well as IGNOU programmes simultaneously.

**1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms**

**of skills development,academic mobility, progression to higher studies and improved potential for employability**

- Range of Core/Elective options offered by the University and those opted by the college
- Choice Based Credit System and range of subject options
- Courses offered in modular form
- Credit transfer and accumulation facility
- Lateral and vertical mobility with in and across programmes and courses
- Enrichment courses
- Our Institution offers flexibility to the students to choose subjects in humanities with combination in Social Sciences. E.g. Economics- Gujarati, English-Statistics, History- Gujarati etc.
- Choice Based Credit System is already introduced by the University
- Various options have been offered at P.G. level in Gujarati and Sanskrit. A special paper on folk literature in Gujarati and a special paper in manuscriptology in Sanskrit is offered. A special paper on film and literature is introduced at P.G. level in Gujarati.

**1.2.4 Does the institution offer self-financed programmes? If ‘yes’, list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.**

Yes. Sarvajanic College of Performing Arts (SCOPA) has been started in the campus.

- A degree course in Drama
- A degree course in Music
- A degree course in Dance

It does differ from other programmes with reference to admission, curriculum, fee structure, teacher qualification and salary. Since it is performing arts courses, performances (practicals) are given more weightage.

**1.2.5 Does the College provide additional skill oriented programmes, relevant to Regional and global employment markets? If ‘yes’ provide details of such programme and the beneficiaries.**

Our Course in Computer Concepts (CCC) conducted by UGC Network Resource Centre in Room no. 18 has been running since 2011 with 100 % results

Our institute has been given the Language Laboratory to enrich the languages of students, especially English language. Under the project of Govt. of Gujarat we also have SCOPE examination centre at our laboratory 1800 students have completed their training under the scheme at various levels. 358 students have successfully completed this training.

**1.2.6 Does the university provide the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the course/ combination of their choice”? If ‘yes’, how does the institution take advantage of such provision for the benefit of students?**

Yes, the university has made provision of combining the conventional and distant mode of education. For the last 20 years, we have IGNOU Study Center at our college, where various degree, diploma and certificate programmes are offered through distance mode of education. Around 3500 students are enrolled at our center. Our institution is examination centre for external students.

### **1.3 Curriculum Enrichment**

**1.3.1 Describe the efforts by the institution to supplement the University’s Curriculum to ensure that the academic programmes and Institution’s goals and objectives are integrated?**

All the Head of the Departments of our college play active role in the formation of university curriculum along with the suggestions directly concerned with the U.G. students and local requirements. e.g. Introduction of modern Sanskrit Literature, Translation Skills, Folk Literature in Gujarati, Writing Skills and Proof Reading etc. Most of our faculty members are scholars in their respective subjects. They have not only prepared reference material but also text-books as a supplement to the university curriculum. Thus, the goal of the institution to impart education to the unprivileged class, equally as to the privileged one is integrated with the university curriculum. Provision for remedial coaching for slow learners is made by the institution.



### **1.3.2 What are the efforts made by the institution to modify, enrich and organize the curriculum to explicitly reflect the experiences of the students and cater to needs of the dynamic employment markets?**

As mentioned above the institution has implemented various courses to modify enrich and organize the curriculum so that it can reflect the experiences of the students and fulfil the needs of dynamic employment market. To specify:

- Psychology: Certificate Course in Learning Disabilities
- P.G Diploma in Psychological Counseling
- P.G Diploma in Identification and Diagnosis in Learning Disabilities
- English: Certificate Course in Spoken English
- Sanskrit: Certificate Course in Spoken Sanskrit Karmakand Training
- Hindi: P.G Diploma in Journalism
- Gujarati: Certificate Course in Proof Reading to guide them for the field of Journalism
- Economics: Certificate Course in Co-operative Management

### **1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?**

Though our Institute is a co-education college, the number of female students is always higher than the male students. So we educate our female students on the issues like- the importance of breast feeding , the problem of mal-nutrition, woman foeticide and woman empowerment.

We have introduced two specific I.D courses namely S.T.D and Environmental Studies. Population Education to integrate the cross cutting issues such as gender, Environmental Education, Human rights etc.To meet the need of ICT the Computer Lab has been established, where students are trained under the course of CCC.

### **1.3.4 What are the various value-added courses/enrichment programmes offered to ensure holistic development of students ?**

- **Moral and ethical values:** We begin our day with the prayer regularly to create value based atmosphere. The programmes like 'Insan Hein Hum' by Lok Naad are organized at our institute to awake human values among students.
- **Employable and life skills:** The training courses for the open public exams like GPSC , UPSC were run successfully.
- **Better career options :** We also train students for NET,SLET tests for lecturership. SCOPE and CCC classes.
- **Community orientation:** Our two national level activities NCC and NSS are community services. The annual camps are held regularly to train our students practically.

### **1.3.5 Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?**

During the class-room sessions the reactions of the students are observed through their behaviour. Along with this the departmental discussions also become the source of feedback to the head of the department. Consequently it reaches to the Board of Studies.

Students are offered options to select the textbooks in particular paper. In some of the elective courses options are offered which students can select as per their aptitudes and requirements.

### **1.3.6 How does the institution monitor and evaluate the quality of its enrichment programmes?**

The Student's Council is formed for the enrichment programmes. The teachers are nominated as the chair-person of each committee. S/He monitors, motivates and guides the students for the relevant programmes. As per the requirement and area of interest other teachers as well as our alumni also help us for the better quality programmes.

## **1.4 Feedback System**

### **1.4.1 What are the contributions of the institution in the design and development of the curriculum by the University?**

**Please refer to 1.1.6**

**1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on curriculum ? If yes, how is it communicated to the University and made use internally for curriculum enrichment and introducing changes / new programmes ?**

The college prepares a schedule for Internal Test as a formal mechanism to obtain feedback from students. The record of Internal Test results is regularly sent to the university. The faculty members suggest changes and additions in the curriculum on the basis of this record, and the Board of Studies take suitable decision on that issue.

**1.4.3 How many new programmes/Courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes?**

**Please refer to 1.2.3 and 1.3.2**

**1.4.4 Other relevant information regarding Curriculum Aspect :**

- **A National Seminar** on “Adivasi Kendrit Hindi Upanyas” on 1-2 March, 2011 in collaboration with Hindi Sahitya Parishad.
- **A Four-day workshop** on film Appreciation and Partition Literature in collaboration with Sarvajanic College of Performing Arts (SCOPA), November – 2010.
- “Birds’ Eye view of History from the threshold of Modern Age” **A national seminar** in Collaboration with Dakshin Gujarat Itihas Parishad. 7-8 January, 2012.
- **‘Sahitya Satra’** on Literature and allied sciences 12 to 17 March, 2012.
- A two day **International Seminar** and 40<sup>th</sup> conference on “Ramliterature in global Context” in collaboration with ‘Ayodhya Shodh Snasthan U.P. and Bhartiya Hindi Parishad, Allahabad, 23-24 Feb., 2013.
- These events were organized as an extension to and a support of curricular aspects. A number of faculty members, students, researchers and experts participated in these activities which enriched our academic climate.

## **CRITERION II**

### **TEACHING-LEARNING AND EVALUATION**

#### **2.1 Student Enrolment and Profile**

##### **2.1.1 How does the college ensure publicity and transparency in the admission process?**

- Prospectus –√
- Institutional Website - √
- Advertisement in Regional / National Newspapers - √
- Inclusion in the selection process for government seats in the website of Affiliating University.

##### **2.1.2 Explain in detail the criteria adopted and process of admission (Ex. (i) merit, (ii) Common admission test conducted by state agencies and national agencies (iii) Combination of merit and entrance test or merit, entrance test and interview (iv) Any other) to the various programmes of the Institution.**

The process of admission to our college is very simple and transparent. We give admission to the students in First Semester of First Year B.A. on the basis of their result, percentage obtained by him/her at HSC. As soon as the Gujarat HSC Board results are declared, we announce by our Notice Board or by Newspaper that we have opened merit-based admission. And hence, within first three days we directly admit the students with more than 55% at HSC. Later on, we decrease this merit, and admit the students looking the balance of subject groups and caste-criteria, to fulfil the govt. requirement. We neither conduct any entrance test nor interview as it is not needed. However, our professors do guide them, at this juncture, regarding selection of subjects and subject-groups. Fortunately, as ours is an old and reputed college we get enough of intake every year.

##### **2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the College and provide a comparison with other Colleges under the affiliating university within the city/district.**

**Admission Scenario at FYBA level.**

College	Minimum %	Maximum %
MTB Arts College	35 to 40%	80 to 85 %
Wadia Womens College, Surat	35 to 40%	70 to 75 %
Navyug Arts College, Surat	35 to 40%	60 to 65 %
Amroli Arts and Commerce College, Surat	35 to 40%	50 to 60 %
Bardoli Arts and Commerce College	35 to 40%	60 to 65 %
Olpad Arts and Commerce College	35 to 40%	50 to 60 %

We offer P.G. courses for M.A. (Gujarati, Hindi, Sanskrit, History, Psychology) in our college, but the admission process is centralized at the university; same is the case with M.Phil and Ph.D., where students have been allocated centres for study by the university. But in comparison to other colleges of arts faculty in our area, our college is privileged with enough of rush of new entrants with high percentages at HSC.

**2.1.4 Is there a mechanism to review its admission process and student profiles annually? If 'yes', what is the outcome of such an effort and how has it contributed to the improvement of the process?**

Partially yes, as every year we review and revise our admission process by re-considering and re-organizing the subject groups we offer to the students at FYBA level. It is based on our experience of the strength of students in various subject-group and convenience/inconvenience we face during examinations, and in setting their time-table. We also study the trend of students after declaration of their HSC results and give them one chance to resuffle the choice of their subject groups after having given them admission. After having attended classes for a week or so, they are at liberty to change the subject-group. In so doing, we respect their choice. No subject (group) is imposed on them. And this helps us to provide a student-friendly environment of study. However, we also see to it that this does not affect the harmony of strength in various subject groups. But our experience is positive.

**2.1.5 Reflecting on the strategies adopted to increase / improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion**

**SC/ST**

**OBC**

**Women**

**Differently abled**

**Economically weaker sections**

**Minority community**

**Any other**

During the process of admission the Principal and the Admission Committee constantly monitor the ratio of diversified students (SC/ST, OBC, Physically challenged, minority, female students etc. as declared by the Govt.) be maintained properly. There hasn't been any case of dispute or dissatisfaction among our new entrants. We adequately adjust the students-categories. However, unobjectionably, the girls and SC/ST students are more in numbers in our college.

Programmes	Number of Applications	Number of students admitted	Demand ratio
UG - BASLP	700	FYBA	95%
2009-2010	750	665	91%
2010-2011	770	684	90 %
2011-2012	780	699	89 %
2012-2013		699	
PG	Students allocated by centralized system of VNSGU		
M.Phil	Handled by university		
Ph.D	Handled by university		
Integrated PG Ph.D	NIL		
	No. of Applications	No. of students admitted	Demand Ratio
Value added			
1. C.C.C.	135	135	100 %
2. SCOPE	70	70	100 %
3			
Certificate	Certificate	Certificate	Certificate

1. Learning disability 2. Clinical Counseling 3. Psychological Testing	1. Learning disability 2. Clinical Counseling 3. Psychological Testing	1. Learning disability 2. Clinical Counseling 3. Psychological Testing	1. Learning disability 2. Clinical Counseling 3. Psychological Testing
Diploma 1 2	Diploma 1 2	Diploma 1 2	Diploma 1 2
PG Diploma 1. Journalism (Hindi) 2 3	PG Diploma 1. Journalism (Hindi) 2 3	PG Diploma 1. Journalism (Hindi) 2 3	PG Diploma 1. Journalism (Hindi) 2 3
Any other 1 2 3	Any other 1 2 3	Any other 1 2 3	Any other 1 2 3

**2.1.6 Provide the following details for the various programmes offered by the institution during the last four years and comment on the trends. i.e., reasons for increase / decrease and actions initiated for improvement.**

As mentioned in the table above, there has been a rising trend during 2009-10 and 2010-11, but a steady trend is found during 2011-12 and 212-13 at FYBA entry level. HSC result is one of the decisive factor for the students to get admission in the college.

## **2.2 Catering to Diverse Needs of Students**

**2.2.1 How does the institution cater to the needs of differently-abled students and ensure adherence to government policies in this regard?**

The ratio of differently abled students is very low in our college. There are hardly two or three students, from among the total strength of

average 2000 students every year, who suffer from weak eye sight or physical handicap. However, we have prepared a separate parking place for them next to the main entrance door of the college building. They have been given, as per the govt. policies, special facility of writer in the examination (for blind students) and have been given prior-seats in the class room. The staffers pay immediate attention to their grievances, if any. They have been encouraged, if talented, to take part in co-curricular activities also. We have found good singers among them.

**2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.**

No, not before the commencement of the programme but along with the classroom teaching and through notice board, we invite their attention to the activities designed to strengthen their language skills and computer skills. The Government of Gujarat has launched SCOPE (Society for Creation of Opportunities through English) and CCC (Courses on Computer Concepts) certificate courses of short duration which are highly beneficial to the students. They take part in them. We have language lab. and computer lab. where we run these courses. We have introduced spoken Eng. Course free of cost for girls. Under govt. scheme.

**2.2.3 What are the strategies drawn and deployed by the institution to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice? (Bridge/ Remedial/Add-on/Enrichment Courses, etc.).**

Earlier we had practiced bridge course devised by the university. Recently we conducted Remedial classes for the students who needed some extra help in their studies.

**2.2.4 How does the College sensitize its staff and students on issues of gender, inclusion, environment etc.?**



As the ratio of girls students is higher in the Arts faculty college of ours, we arrange 'Breast feeding awareness' programme with PPT in consultation with lady doctors and students of Home Science from other college.

For sanitization of the issue of environment, we have specific and compulsory subject of 'Environment Studies' at FYBA level. The faculty and the students alike deal with the subject with interest. We arrange 'Plantation Programmes' also.

#### **2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?**

As we conducted Remedial coaching for slow learners, we encourage advanced learners to read more. We have class-room library with reference books to refer to by such students. They prefer to read in detail the topic of discussion in the class. Even they are given additional reading material from the main library and from the personal collection of professors. Even they go to the Public Libraries in the city.

#### **2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc.)?**

Internal and Terminal exam result are the better source to collect the data of academic performance of the students. We analyze the data and short out slow learners and try to find the reason behind their weak performance. And then arrange Remedial Course or such sort of help for them.

## **2.3 Teaching-Learning Process**

### **2.3.1 How does the institute plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)**

In the beginning of the academic year, i.e. First Semester in June or July, we prepare our Academic Calendar in the meeting with all the Heads of the Departments. They plan out the teaching and co-curricula activities, students council election, Internal Tests etc. Then the Heads of the Department hold separate meetings of their respective departments and allocate paper to the professors and on that base individual planning of teaching is done by each professor. It is a general blue-print of teaching-point to be covered under the given time of a term. Academic Calendar is flexible to suit the special/unusual circumstances of the time.

### **2.3.2 How does IQAC contribute to improve the teaching –learning process?**

Due to IQAC reporting system our professors keep their record updated, encouraged to take part in various seminars, publish papers and books, which ultimately improve our teaching-learning process. Everyone is inspired to improve their performance and the students' result as ultimately IQAC stresses the improvement of quality in education.

### **2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?**

To make learning more student-centric, we sometimes hold group discussion or question-answer session while teaching various topics. But unfortunately, it does not involve all the students, only the clever and gregarious students become active and the rest remains their listeners. But when we assign them some topic to prepare collectively, they

exhibit a good example of collaborative learning, we have classroom library from where they get more reference books of their choice and prepare independently. Projection of learning topics on screen also creates interest among them.

#### **2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students for transforming them into life-long learners and innovators?**

In fact, inculcation of habit of thinking-both critical and creative-is the ultimate goal of teaching-learning process. While teaching any subject at any level our teacher strives to inspire the learners to understand the topic and to think on it critically and creatively. We also organize college level and inter-collegiate debate, essay and other contests for creativity. We have been conducting Kulin-smruti Essay Contest, Gomatiben Oza Debate for inter-collegiate level where our students take part with great interest creativity activities include mehandi contest. best out of waste, drawing, class room decoration, role playing, rangoli ,cultural items etc. inspire them to be innovators.

#### **2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning - resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.**

As ours is not a Science College or a Technical Institute, we don't have virtual lab or programmes like NPTEL to follow. However, looking a single faculty Arts College, we implement the use of audio visual aids to the extent we need them. Our classes have been equipped with projector and screen and audio system, which is used by the faculty. Laptop is given to each HoDs on which some topics are prepared for PPT in the class.

**2.3.6 How are the students and faculty exposed to advanced knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?**

We organize expert lectures, ‘ Jnan-Satra’, seminars workshops of local, state, national and international level on subjects of our teaching-learning, by which the students as well as teachers are exposed to advanced level of knowledge and skills. The teachers present research papers also in such seminars. The students are given exposure to event-management also. The faculty are encouraged to take part in state-wide telecast on their topics through BISAG, Gandhinagar.

**2.3.7 Detail (process and the number of students benefited) on the academic, personal and psycho-social support and guidance services (professional counseling / mentoring / academic advice) provided to students?**

We have Personal and Vocational Counseling Cell to enable the student to get academic advice, regarding selection of subjects, selection of line of study after graduation and post graduation, various job opportunities and prospects open to Arts faculty students. This cell has been headed by the professor of psychology, so obviously he extends psycho-social counseling to the needy students. In the beginning of the first semester, the new entrants are given academic counseling by our Admission Committee also. All the forms of new students who are 600 to 700 in number, pass through this process.

**2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?**

Last year, our Management (SES) has offered Laptops to each Head of the Department with a view to raise the level of teaching-learning process. Some of the faculty members have started using PPT mode of teaching. We have projector and screen installed in each class. The college also encourages to prepare state wide broadcast on respective subjects through BISAG project of Govt. of Guj. And as such almost all

the teachers have visited the T.V. studio, Gandhinagar for their presentations. They talked on the very teaching points, they teach to the college students. This innovative practice has been newly introduced in the state, so we take advantage of all the broadcast even by various faculty of the state at our doorstep. The students attend them as per BISAG Time Table. Introduction of CBCS has also made the teachers to plan their teaching accordingly. The college has hosted a 6 Day training programme for the same and has also encouraged, granted leave to the teachers to attend such programme at other colleges.

### **2.3.9 How are library resources used to augment the teaching-learning process?**

The library resources are always at our back and call to expedite the teaching-learning process. Whenever our syllabus is to be redesigned we select the available titles from our library and prepare ourselves for our Board Meetings of various subjects: And when the new books or works of art are prescribed in the syllabus, we order them in advance for our library, so prior to our class work teaching we get ready with teaching material. Same is the case with students. They also at least get a copy to see in the library.

The SOUL software in the library helps the reader to locate the book and immediately we can get the book, if it is not issued to someone. Various journals and magazines also proved to be an asset for better teaching-learning process. We can get recent topics for discussion in the class.

Moreover, nowadays, the library has internet facility for students also. The photocopying and spiral binding or net to print, pendrive to print facility etc. are also arranged by the Management in the SCET, neighboring college, our sister concern.

### **2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these.**

No. All the faculty members mostly cover up the syllabus within the planned time frame and academic calendar. In a very rare case, if any faculty member is on leave for any valid reason (attending Refresher/Orientation Courses/maternity leave/sickness etc., he/she may complete the course by extra classes, when he/she resumes the duty. Even in the post-flood phase also, after a great loss to our college, we could manage our classroom work well.

### **2.3.11 How does the institute monitor and evaluate the quality of teaching learning?**

Terminal examinations/tests are the prime mode of evaluating the quality of teaching-learning. The performance of students and their achievements at university examination reflect the quality teaching learning carried out in the college. There is no other separate formal method to monitor and evaluate the quality or teaching-learning in our college. Of course, group discussion, question-answer sessions, student's presentation do reflect the quality of teaching and learning in general.

## **2.4 Teacher Quality**

### **2.4.1 Provide the following details and elaborate on the strategies adopted by the College in planning and management (recruitment and retention) of its human resources (qualified and competent teachers) to meet the changing requirements of the Curriculum.**

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt	-	-	-	-	-	-	-
Ph.D.			5	5			10
M.Phil.							
PG			3	3	2	1	09
Temporary teachers							
Ph.D.							

M.Phil.							
PG							
Part-time teachers (Ad-hoc)							
Ph.D.							
M.Phil.							
PG						3	03

When curriculum change requires additional faculty with specific qualifications, the management advertises the posts and conducts interviews to select the best candidate.

**2.4.2 How does the institution cope with the growing demand/scarcity of qualified senior faculty to teach new programmes / modern areas (emerging area) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.**

Ours being an arts college, we do not have to teach Biotechnology, IT, Bio-information etc. as modern emerging areas. We have qualified staff to deal with the existing subjects. If new papers are added like Population Education, Environment Studies, Popular literature or Film and Literature etc. the concerned Board arranges for reference material and workshop etc. with which the faculty prepares him/herself. Or sometimes we invite our retired professors to teach at PG Center or sometimes to deal with some topics at UG level also. We arrange 'Jnan-satra' (a lecture series) to cover difficult areas or new topics, Film Appreciation Workshop etc. where senior and experts are invited from outside.

**2.4.3 Providing details on staff development programmes during the last four years elaborate the strategies adopted by the institution in enhancing the teacher quality.**

**a) Nomination to staff development programmes:**

<b>Academic Staff Development Programmes</b>	<b>Number of faculty nominated</b>
Refresher courses Continuing rehabilitation education	Not Applicable

HRD National Workshop on Noise Measurement and Hearing Conservation	Not Applicable
Orient Workshop of Hearing Aid	Not Applicable
Staff training Workshop on Alternative and Augmentation Communication	Not Applicable
International Seminar on Neuromotor Speech Disorder	Not Applicable
International Seminar- Larycare- II	Not Applicable

**b) Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching- learning**

Our college hosted KCG ‘Training and Capability building Programme’ for college teachers in June, 2013; in which all our teachers participated for 6 days.

Recently we arranged a workshop for handling new curriculum and material development for teaching-learning in English for TYBA in July, 2013.

We intend to conduct a training class for the staff to handle computer, laptop and other audiovisual aids at our computer lab. center. Which is open for learning the basic in computer.

- Teaching learning methods/approaches
- Content/knowledge management
- Selection, development and use of enrichment materials
- Assessment
- Cross cutting issues
- Audio Visual Aids/multimedia
- Teaching learning material development, selection and use

**c) Percentage of faculty**

35 % of faculty members invited participatal resource persons in workshop/Seminars/Conferences organized by professional agencies.

Invited	Participated	Presented Papers
35 %	100%	90%



**2.4.4 What policies/systems are in place to re-charge teachers? (Eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)**

The policy of our college is always positive and encouraging for the teachers to get them recharged. Consequently, four of our teachers availed UGC research grant for Major and Minor Project, most of the teachers are taking benefit of leave to attend workshops and seminars in the country and even abroad. Chunilal Gandhi Vidyabhavan, the Centre for Research run by our Management does provide support for Research and even for publication. And in past some of our professors have got their academic books published by the center. Dr.B.V.Jadhav was granted leave to present his paper at an international conference held at Bangkok. The paper of Dr. C. J. Desai was also selected for a conference of Paris.

**2.4.5 Give the number of faculty who received awards / recognitions at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance and achievement of the faculty.**

Our Management has facilitated two of our faculty members Dr. V. C. Patel (Sanskrit), Dr. R. T. Bhatt with ‘**Sarvajanik Shikha-Ratna**’ Award for their teaching, publications and around contribution to the profession. State, or national level award has not been received in recent years so far. Dr. Rajendra Nanavati (Sanskrit) was awarded President of India Medal for excellence in past.

**2.4.6 Has the institution introduced evaluation of teachers by the students and external peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?**

No. We haven’t introduced evaluation of teachers by external peers, or by students. However, we have a format to get students feed back.

## **2.5 Evaluation Process and Reforms**

### **2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?**

The students are aware of the evaluation process as internal and external exams are held periodically. Moreover, their attendance in the class, their participation in NCC/NSS/Sports and other co-curricular activities and achievement therein, are also criteria to evaluate them. The students know this well, so they attend the class regularly and take part in other activities with enthusiasm.

### **2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?**

The major evaluation reform introduced by the university is introduction of CBCS (Choice Based Credit System) in all the classes one after the other. The syllabus, teaching-topics, distribution of mark and time-table of exams are set accordingly. The college has to follow the above system, as there is hardly any autonomy regarding evaluation reforms left with us. However, as a part of exam reforms, to eliminate the temptation of copying, the benches have been painted afresh with brown colour and the installation of CCTV Camera also helps in this regard.

### **2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?**

The institute always see to it that, whatever is initiated by the university be implemented effectively and sincerely. And hence, we arranged our evaluation schedule in parity with the university dates and norms. We make the supervision strict and evaluation systematic. We assess the answer books in time, declare its results and send it to the university.

**2.5.4 Provide details on the formative and summative evaluation approaches adapted to measure student achievement. Cite a few examples which have positively impacted the system?**

In the subject of psychology the students have to undergo laboratory practical work, which makes them learn the subject better and the teachers can measure their learning. Similarly in English students are given topics for presentation or seminars during the process they learn the topic better and the teachers are able to judge their language proficiency and understanding of the topics. The students of psychology are larger in number in getting first class at the uni. exam. In other subjects too, the presentation of students in the class informally measure their understanding.

**2.5.5 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the student's results/achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.**

We have a three years U.G. Programme and two years P.G. Programme. One can complete all the five years, if one wants and gets admission to P.G. Course at our institute only. So within these many years, the student's progress is monitored and communicated by the institute in the following ways:-

Internal and external evaluation (examinations) conducted by the college and by the university respectively. It is communicated to him/her by marks-sheets and notice board.

Internal evaluation carries 30% weightage for which a students attendance in the class, his participation in various activities, assignments and seminars in case of P.G., laboratory work in case of students of psychology etc. are taken into consideration. we monitor students' interest, talent, enthusiasm in specific things when they keep in touch with us. His/her achievements/progress is reflected in various certificates, medals he/she wins. The analysis of the students result at the uni. Exams is as follow :

No.	Year	FYBA	SYBA	TYBA	MA I	MA II
1	2009	72 %	87 %	94%	93%	89%
2	2010	58%	71%	86%	94%	95%
3	2011	62%	67%	89%	-	98%
4	2012	SEM I - 57%	65%	90%	95%	93%
		SEM II - 86%				

**2.5.6 Detail on the significant process of improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioral aspects, independent learning, communication skills etc.**

We assign the students to prepare their own reading material by referring to the library so that they can improve their performance. Sometimes compel the students to communicate in English, Hindi and Sanskrit as the case may be. They also prepare presentation in their respective subjects. Due to this significant improvement is found in their performance in the internal tests and university examinations. It is found that when our students compete with others in society their behaviors and performance is better. Transparency and speed is ensured in preparing the result of internal evaluation with the help of computerization. For more details please refer to answer 2.5.5.

**2.5.7 Does the institution and individual teachers use assessment/evaluation as an indicator for evaluating student performance, achievement of learning objectives and planning ? If 'yes', provide details on the process and cite a few examples.**

Yes, we do select clever and outstanding students to represent our college at various levels in different competitions depending upon their performance in the internal evaluation, and his/her active response at local level. Thus, their evaluation results are indicator of their excellence. And we see to it that learning objectives are fulfilled in the students.

### **2.5.8 What are the mechanisms for redressal of grievances with reference to evaluation both at the College and University level?**

#### **At the College level:**

During the internal evaluation and university examination, if the students have any grievances, we try to solve it. Physically handicapped students are given proper facility, blind or partially blind students are given a writer etc. If any one feels uneasiness, giddiness, he/she is given medicine or any treatment at the time of examination. The Health Centre doctor also visits them when on duty.

#### **At the University level:**

The students can go for re-checking/re-assessment of their answerbooks, if they find their result doubtful.

## **2.6 Student performance and Learning Outcomes**

### **2.6.1 Does the College have clearly stated learning outcomes? If 'yes', give details on how the students and staff are made aware of these?**

Yes, we have devised the learning outcomes as follows. We carry out our teaching-learning and co-curricular activities for our students, with a view –

- To enable them to learn the implementation of knowledge.
- To promote critical thinking and clear comprehension of the subject they study.
- To enhance language proficiency and other skills.
- To build up confidence for leadership qualities.
- To inculcate around development of personality.

Since ours is a century old institute, our legacy has passed over to us a highly academic environment which prevails over here. It has set higher landmarks of achievements and we are always on our toes to follow them. The students, many of them belong to the MTB family, as their parents or relatives have studied here. And hence they are aware of our rich heritage. However, we also conduct induction meeting for new entrants which gave them all comprehensive acquaintance of the college

and its activities. Prior to that they have been made aware of rules, regulations and guide lines through the **Prospectus** and the **Students' Diary**.

### **2.6.2 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?**

To facilitate the achievement of the intended learning outcomes mentioned above, we strive to design our teaching-learning and evaluation strategies in the following manner :

We make use of audio-visual devices, group-discussion, paper-presentations, seminars, assignment writing in the class etc to make learning learner centered and interesting.

We also organize extra classes for language proficiency to improve their skills.

We also make them use Encyclopedia and other reference volumes in the staff room and in the library to make them independent learners.

They are given ample opportunities to mould their personality and to have leadership training through NCC/NSS, Saptdhara activities etc.

Regarding assessment strategies, we have to state that ours is an affiliated college to V.N.S.G. University , which conduct external exams to assess their performance. The internal exams are also there, conducted by us, through assignments and tests.

The students are inspired for creative writing by our college-magazine activity.

### **2.6.3 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (quality Jobs, entrepreneurship, innovation and research aptitude) of the courses offered?**

The following are the measures, initiatives taken by us to enhance the social and economic relevance in the students through courses offered :

In the subject of psychology we give them opportunity to become professional counselors to fulfil various social requirements like – stress management among parents, depressed patients in hospitals, and prison,

asylum, juvenile homes etc. By learning clinical psychology they can open their clinic also.

The students of economics go for Banks, LIC, Corporate houses, Govt. departments, administration, commerce, etc. for this efficiency we arrange such guidance programmes and expert-lectures.

We conduct language proficiency activities like Spoken English, Spoken Sanskrit Classes, Creative writing sessions, essay-debate competitions, etc. with the help of which they may be moulded to journalism, oratory, teachership, judiciary, govt. jobs, media etc.

Through NCC/NSS activity they can develop leadership quality and sociability among them.

#### **2.6.4 How does the institution collect and analyze data on student learning outcomes and use it for planning and overcoming barriers of learning?**

Our teachers keep in touch with our passout students and discuss their status and future progress. During the discussion, the teachers try to find out barriers and short comings and strive to overcome them in the current planning, e.g. our students were good in writing skills, but some of them found it difficult to communicate orally. So we have started Spoken English and Spoken Sanskrit classes, remedial coaching etc., for General Knowledge we organized Quiz programmes. During the classroom teaching also we keep in mind the weaker areas of learners and fry to strengthen them.

#### **2.6.5 How does the institution monitor and ensure the achievement of learning outcomes?**

The learning outcomes are constantly monitored by the teachers in the class by discussion method, by making them writing assignments and presenting their views both oral and written. While we held extra-curricular activities like debate, essay, quiz contests, cultural events, NCC/NSS etc. we train them to excel in whatever they pursue. Our objective remains to see that the students improve their performance and develop themselves.

**2.6.6 What are the graduate attributes specified by the College/affiliating university? How does the College ensure the attainment of these by the students?**

When a student passes out from our college as a B.A. or an M.A. with his/her specific subjects, we expect that (s)he must have acquired enough of knowledge and skill related to it which may confer him confidence to make use of that knowledge and skill whenever needed and to stand erect in the job-market. (s)he must have developed four language skills (reading, writing, speaking, listening) and critical thinking. These graduate attributes, we ensure in them by giving them ample opportunities to develop them. It is upto them how far they take advantage of them, and try to attain the attributes.



## **CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION**

### **3.1 Promotion of Research:**

#### **3.1.1 Does the institute have recognized research center/s of the affiliating University or any other agency/organization?**

Yes, we have 'Chunilal Gandhi Vidyabhavan', a center for research established by Sarvajanik Education Society to promote research activities and publication thereof by college teachers and research scholars. It has a collection of over 600 manuscripts in the field of Sanskrit and Indology. Many of our celebrated and scholarly professors had a privilege to head this center and inculcate an environment of research on the campus. Their research have been published by the centre.

#### **3.1.2 Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.**

Yes, all the Heads of the Departments constitute our Research Committee, which discusses the areas of research in their respective subjects to guide the students at M.Phil and Ph.D. level. In addition to this, the teachers also discuss topics which could be taken for Research Proposal as UGC Major and Minor Research Projects. Four of our professors have successfully completed their UGC Research Projects. (One Major and three Minor Projects). Our PG Departments also make their students to carry out small research assignments. e.g. PG Department of History and Psychology have nice specimen of the same.

#### **3.1.3 What are the measures taken by the institution to facilitate smooth progress and Implementation of research schemes/projects?**

The college encourages the teachers of pursue research projects, prepare research papers, research publications and M.Phil, Ph.D.

programmes, by providing library facilities, leave to attend national/international seminars, etc. Though the UGC provides grant and instruments for research projects, the college provides liberty to carry out research work to the teacher concerned. The Principal gives autonomy to the researches regarding time and makes necessary infrastructure available, grants leave to teachers, provides technology support and ultimately issues utilization certificate to the UGC etc. The researcher adjusts his workload and does not seek any time-off. He manages to pursue his work by putting extra efforts. The college forwards all correspondence regarding the Research Project of the researcher to the UGC and manages the matter smoothly.

**3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among the students?**

We have a subject like ‘Environment Studies’ taught in a compulsory paper at the first year level which helps them to develop scientific temper. The topics of study material are chosen for debate and essay contests which also make them think scientifically and critically. The students at PG level are given assignments on various topics in the subject of history, psychology for research work. All the students discuss these topics and try for data collection, analysis and its presentation. They also make use of the library, museums, internet etc. to carry out their research.

**3.1.5 Give details of the faculty involvement in active research? (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.)**

No.	Name of faculty	Research Guidance during 2009 to 2013				UGC Research Project	
		M.Phil.		Ph.D.		Major	Minor
		Complete	Continued	Complete	Continued		
1	Dr. M. S. Padvi	1	1	-	-	-	-
2	Dr. S.K.Vijliwala	-	-	2	2	1	-
3	Dr. B. N. Solanki	1	-	-	-	-	-
4	Dr. R. T. Bhatt	8	2	3	9	-	1
5	Dr. N. C. Bhavnagri	3	2	6	1	-	1

6	Dr. R. M. Vyas	2	3	-	6	-	-
7	Dr. M. J. Patel	1	-	-	-	-	-
8	Dr. C. J. Desai	-	-	-	4	-	-
9	Dr. R. M. Trivedi	1	3	-	-	-	-
10	Dr. B. V. Jadhav	2	-	-	-	-	1
Total		19	11	11	22	1	3

No.	Name of faculty	Research Guidance upto 2009			
		M.Phil.		Ph.D.	
		Complete	Continued	Complete	Continued
1	Dr. M. S. Padvi	7			
2	Dr. S.K. Vijliwala	2		2	
3	Dr. B. N. Solanki	4			
4	Dr. R. T. Bhatt	13			
5	Dr. N. C. Bhavnagri	9		5	
6	Dr. R. M. Vyas	7		8	
7	Dr. M. J. Patel	4			
8	Dr. C. J. Desai	4			
9	Dr. R. M. Trivedi				
10	Dr. B. V. Jadhav	6			
Total		51		15	

**3.1.6 Give details of workshops/ training programmes/ sensitization programmes conducted organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.**

Our college hosted a 6 Day ‘Training and Capability Building Programme’ organized by Knowledge Consortium of Gujarat (KCG) in June 2013. All the professors participated in it according to their subject groups. We also hosted an International Conference on ‘Ram Sahitya in the Global Context’ (23-24 Feb. 2013), a UGC national seminar on History (7-8 Jan, 2012), and a state level ‘Jnan-Satra’ (12-17 March,

2011) where experts presented papers, lectures that build up research climate in our college for PG students and staff.

**3.1.7 Provide details of prioritized research areas and the expertise available with the Institution.**

**Prioritized research areas of the professors engaged in guiding M.Phil./Ph.D. Students and in individual research projects are :-**

<b>Prioritized research areas</b>	<b>Experts</b>
Hindi Language and Literature	Dr. M. S. Padvi Dr. B. V. Jadhav
Gujarati Literature and Criticism	Dr. S. K. Vijliwala Dr. R. T. Bhatt
Sanskrit manuscriptology and Poetics	Dr. N. C. Bhavnagari
Sanskrit Literature Vedant Shastra	Dr. B. N. Solanki
Modern Sanskrit Literature	Dr. R. M. Trivedi
History of Gujarat	Dr. M. J. Patel
Clinical Psychological Testing	Dr. R. M. Vyas
English Novel, Drama and Comparative Literature	Dr. C. J. Desai
Clinical Psychology	Dr. B. R. Vyas

**3.1.8 Enumerate the efforts of the institute in attracting researchers of eminence to visit the campus and interact with teachers and students?**

With a view to provide exposure to our staff and students to research work and its background, we invited experts in a workshop (Jnan-Satra-12-17 March, 2012) on Critical Theories in Literature, National Seminar on History (7-8 Jan, 2012), KCG workshop on Research Methodology (June-13). Dr. Vijay Shastri, Dr. V.C. Patel, Dr. Punita Desai (scholars and critics of literature) delivered lectures on topics related to criticism and research in literature in the year 2009-10. Our Gujarat 'Sahitya Mandal' organized a special programme 'Umashakar Vishesh' a wellknown Gujarati Poet and Critic. Sahitya Akademi Delhi in collaboration with our college arranged 'Asmita' programme (4-9-2010) along with a week-long book exhibition. Dr. S.K. Vijliwala organized a workshop on 'Film Appreciation' in 2010-11. All such events created an

environment of understanding research work among the staff and the students.

**3.1.9 What percentage of faculty have utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?**

No faculty member has utilized Sabbatical Leave so far for the research work during these four years. The researchers have adjusted their research or field work during vacation or holidays available.

**3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to the students and community (lab to land).**

The research work and its findings in Arts faculty are dissimilar to those of other sciences. However, whatever research is being done or has done reach to society or community by way of its publication. Our 'Chunilal Gandhi Vidyabhavan' (Research Institute) promote such research publication of professors. Even research articles by teachers are published in our college magazine, university journal, other reputed periodicals and journals and thus they reach to the students community and society at large.

## **3.2 Resource Mobilization for Research**

**3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.**

Our college does not have any budget-head for research. But from the library grant we purchase books useful for research.

**3.2.2 Is there a provision in the institution to provide seed money to faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?**

No, the institution has no provision for seed money to be provided to the faculty for research.

### **3.2.3 What are the financial provisions made available to support student research projects by students?**

The students prepare their primary research work on their own, in the subject of history, psychology (Test on anxiety, leadership, achievement, motivation depression) at PG level, M.Phil/Ph.D. research students are also not given any financial support by the institution. UGC Rajiv Gandhi Fellowship for Research at M.Phil/Ph.D. is availed by two of our students.

### **3.2.4 How do the various departments/units/staff of the institute interact in Undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.**

- Dr. B. R. Vyas (Psycho.) has undertaken her research which includes sociological and economic and clinical aspects.
- Dr. R. M. Vyas of psychology department undertakes interdisciplinary research on various topics which includes health hygiene, sociology, industrial psychology etc. and conducts his research work on them.
- Dr. R. T. Bhatt of Gujarati department has prepared and presented a research paper at 4<sup>th</sup> International Congress on “Application of artificial intelligence in energy systems.”
- Dr. C. J. Desai’s research paper was selected for 20<sup>th</sup> International Conference of Comparative Literatures, Paris (France) on “Comparative Literature as one of the Sciences” – an interdisciplinary approach.
- Dr. C. J. Desai did his second Ph.D. on “Literature and Spirituality” in Comparative Literature.
- Dr. N. C. Bhavnagari (Sanskrit) made her research students work on “Atharva Veda and Medical Science”, “Vedic Literature and Environment Science”. “A Comparative study of two manuscripts.” etc.

- Dr. B. N. Champaneri (Sanskrit) guided her research student (M.Phil) on Sanskrit Literature and Journalism”.

Most of the staff members prepared interdisciplinary research paper on the occasion of International Conference at our college.

The staff and research students prefer to undertake interdisciplinary topics as they are found interesting, though a bit challenging.

### **3.2.5 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and modern areas of research?**

We had a well equipped library (before 2006 flood) rich collection of rare reference books, good number of manuscripts at C. G. Vidyabhavan, a separate store of Encyclopedia, dictionaries and other volumes in the very staff room, internet connections, printer, xeroxing in the library, separate research cabin at the library and the staff room, and above all, research mindedness of teachers. Our college produce maximum number of First class holders at U.G. in psychology and economics, maximum member of research – students at M.Phil and Ph.D. which is the proof that we ensure optimal use of our research facilities. We have a separate Research Center, C.G. Vidyabhavan.

### **3.2.6 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?**

Our college received a special C.P.E. grant of Rs. 1 Crore form the UGC, a portion of which we have allocated to develop research facilities. We don't receive any grant or financial aid form any industrial house or agency. Moreover, four of our professors got UGC-Major/Minor research Grants during the last four years.

### **3.2.7 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes', give details.**

No, the college has not received any grants from the industry or other beneficiary agency specifically for research facilities.

**3.2.8 Enumerate the support provide to the faculty in securing research funds from various funding agencies, industry and other organizations. Provide details of ongoing and completed projects and grants received during the last four years?**

Year	Name of Project	Professor	Title of Project	Total Grant	
				Sanctioned	Received
2009-11	UGC Major Research	Dr. S. K. Vijliwala	Analytical and Comparative study of literature based on partition theme.	7 lakh	7 lakh
2009-11	UGC Minor Research	Dr. N. C. Bhavnagari	A critical study of the manuscript of 'Nutantaritika' by Bhagwat Bhatt'	55,000	55,000
2009-11	UGC Minor Research	Dr. R. T. Bhatt	Visrati Jati lok-kathama Jivan mulyo'	65000	65000
2011-13	UGC Minor Research	Dr. B. V. Jadhav	Relevance of Rama literature in Global Context	68000	68000

**3.3 Infrastructure for Research:**

**3.3.1 What are the research facilities available to the students and research scholars within the campus?**

**Research facilities for students :-**

- A rich Library and wide Reading Room
- A separate Institute of learning and Research, Chunilal Gandhi Vidyabhavan.
- Class-room Library.
- Internet connection, printer, photo-copying.
- Good Reference Section
- Psychology Lab.
- Computer Lab.
- Language Lab.



**3.3.2 What are the institutional strategies for planning, upgrading and creating Infrastructural facilities to meet the needs of researchers especially in the new and emerging area of research?**

In humanities, specifically, a holistic and comparative approach is emerging these days. So we strengthen our library with such books that may help the researchers to make in-depth study. We plan to have more internet connections in our library. We also intend to create research cabins for each department so that the guides can guide their students well.

**3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities? If 'yes', what are the Instruments/facilities created during the last four years?**

We have received UGC, CPE Award of Rs. 1 Crore (2009-2011) some portion of which we have allocated to develop research facilities. Out of which we purchased computer, printers, photocopy machine etc. We also purchased certain specific CDs, DVDs of literary works, interviews of men of letters etc. A separate research cabin has been made in the library and in the staffroom.

**3.3.4 What are the research facilities made available to the students and research scholars outside the campus/other research laboratories?**

We have not made any research available to the research students outside the campus.

**3.3.5 Provide details on the library/ information resource center or any other facilities available specifically for the researchers?**

We have reference section in the library for research students. It contains many journals, their back volumes etc.

There are computers with internet facility in the library for researchers.

### **3.3.6 What are the collaborative research facilities developed/created by the research institutes in the College. e.g. Laboratories, library, instruments, computers, new technology etc.**

There is Chunilal Gandhi Vidyabhavan run by our Education Society on our campus, which collaborates with our library for the help of researchers.

## **3.4 Research Publications and Awards:**

### **3.4.1 Highlight the major research achievements of the staff and students in terms of**

- Patents obtained and filed (process and product) – Not Applicable
- Original research contributing to product improvement - Not Applicable
- Research studies or surveys benefiting the community or improving the services –
  - ✚ Dr. Bharti Vyas (Psychology) successfully conducted her Ph.D. research work on ‘Impact assessment of classroom environment and family environment on mental health of school going children’, the outcomes and findings of which are very much useful to tackle school children and make them better learners.
  - ✚ Dr. R. M. Vyas (Psychology) made his Ph.D. research student Krupa Vyas to conduct ‘A comparative study of occupational stress, job-satisfaction and family adjustment among working married women of urban and Surat area’ which is directly applicable and beneficial to the community. The Department of Psychology carries out research assignments, projects, papers etc. on topics like study habits of students, Psycho YHV method and its impact on mental health and adjustment, job-satisfaction, comparative study of problems of SC/ST students, family adjustment and spiritual quotient.
  - ✚ Dr. N. C. Bhavnagri (Sanskrit) made her Ph.D. research student, Chetna Chauhan work on ‘The medical science in the Athrva Veda and other literary works in Sanskrit.’ She also assigned and guided the research of ‘Environmental Science in Vedic literature’ of Punita Patel. Such research works are undoubtedly very much useful to community.

- ✚ Prin. Dr. M. S. Padvi (Hindi) presented a research paper focusing ‘Ramakatha with reference to Indian culture, art and literature : a multidimensional approach.’
- ✚ Dr. S. K. Vijliwala (Gujarati) dealt with ‘Socio-political aspect in the literature of partition’ as her UGC major research project. (Nov.’11)
- ✚ Dr. B.V. Jadhav (Hindi) presented research papers in international conferences at Mumbai and Bangkok. focusing culture and literature keeping Ramakatha in center. The above research inputs can definitely contribute to social development if implemented. The inculcation of values and promote critical and rational thinking in society through them are the invisible and slow processes.
- ✚ Dr. R. T. Bhatt (Guj.) conducted the UGC minor project on Folk Literature and human values, which is useful to society.

- Research inputs contributing to new initiatives and social development -

**3.4.2 Does the Institute publish or partner in publication of research journal(s)? If ‘yes’, indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?**

Our college does not publish research journal as such, but we do publish our annual college magazine, which includes research articles of the staff member along with other creative writings by the students. We have a magazine committee. Our professors contribute to national or state level journals.

**3.4.3 Give details of publications by the faculty and students:**

Please refer to the Evaluative Reports of the Department (Item No. 19)

**3.4.4 Provide details (if any) of:**

- Research awards received by the faculty : NIL
- Recognition (2009 to 2013)

<b>Name</b>	<b>Number of Awards</b>	<b>Organization</b>
Dr. S. K. Vijliwala	1) Woman of Substance Award	Divya Bhaskar
	2) Award of Excellence for Self made Woman	Sishu Vihar, Bhavnagar
	3) Editor – Journal of Language and Translation Studies	Govt. of Gujarat
	4) ‘Vibhajan ni Vartao’ selected as textbook.	Bhavnagar University
	5) ‘Manto ni vartao’ selected as textbook.	Veer Narmad South Gujarat University, Surat
	6) Selected as chairperson of session on criticism	45 <sup>th</sup> Conference of Guj. Sahitya Parishad, Navsari
	7) Selected as chairperson of story session	Conference of Guj. Sahitya Parishad, Morasha
Dr. Dhwanil Parekh (Alumnae)	8) Ramanlal Joshi Award for critical book – Natak ma Myth	Guj. Sahitya Parishad, Ahmadabad
Dr. V. C. Patel (Ex. HoD Sanskrit)	9) Award for critical Text – ‘Sanskrit Sahiyama Navalkatha’	Guj. Rajya Sanskrit Sahitya Academy
	10) Sarvajnik Shikshan Ratna Award	Sarvajnik Education Society
Dr. R. T. Bhatt	11) Sarvajnik Shikshan Ratna Award	Sarvajnik Education Society

Dr. B. R. Vyas	12)Appointed as an Expert in the State Committee on Education Reform	Guj. HSC Board
Dr. B. V. Jadhav	13)Selected as Co-editor of a National Journal ‘Sahitya Abha’	Mumbai
Dr. R. M. Vyas	14)Selected as the Member of Core Committee on ‘Dislexia’	GCERT, Gandhinagar
Dr. R. M. Vyas	15)Nationwide Telecast on psychosocio Counseling to students	CNN/IBN/E-TV Guj.
Shivani Joshi (Student)	16)Selected as the Best Cadet form Guj. And represented Guj. at R-Day parade	NCC
Mrunal B. Patel (T.Y.B.A)	17)Uni. Gold Medal for being 1 <sup>st</sup> first in Eng.	VNSGU

### 3.5 Consultancy

#### 3.5.1 Give details on the systems and strategies for establishing institute industry interface?

We have not established any system or strategy for institute-industry tie up for consultancy as such. But as and when we need such service we manage for that.

#### 3.5.2 hat is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

There is no specific stated policy of the institution to promote consultancy, however, Dr. R.M. Vyas, Dr. B. R. Vyas and Prof. Pathak of Department of Psychology, are sometimes invited by different institutions-schools, college and Parents’ Association for counseling. But they are not professional counselors or consultants. They also run Dislexia Center in our college and ‘Telephonic Helpline for Students’ appearing at Board and University exams.

Another consultancy type service we provide is our expertise in respective subjects. When we were invited to be on the panel of interviewers by schools, colleges and even by the Govt.

### **3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?**

- The institution encourages the professors who are experts in their subjects to go for BISAG statewide telecast programmes on education conducted by Govt. of Gujarat.
- Professors (HoDS) also functions as the members and in some cases, chairman of their respective board of studies, even DRSC by the university.
- As state dearlier, they function as subject experts nominated by the university on the panel of interviewers at state and university level.
- They are also invited as experts at national, international conferences to chair a session and deliver key note address etc.

### **3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.**

No revenue is generated from this consultancy as it is informally done. Institution doesn't get any benefit out of it. However, its broad areas are psychology and language.

### **3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?**

No income is generated through consultancy, as it is not professionally pursued.

## **3.6 Institutional Social Responsibility (ISR) and Extension Activities**

### **3.6.1 How does the institution promote institute-neighborhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?**

Through our extension activities like NCC/NSS we fulfil our social responsibility. Our volunteers take part in camps of NSS by going and residing in a nearby village for 7 days and engage themselves in various community services, like cleaning of streets, writing slogans on walls, repairing roads, creating health awareness, cultural and educational programmes etc. The students work as volunteers for various social and public programmes like Sadbhavna Mission, Celebration of Gujarat-Day, AIDS awareness Rally, door-to-door collection of books under 'Vanche Gujarat' statewide campaign, Yuva Rally at Gandhinagar, etc. which promote in them a sense of service with good citizenship. They also learn lessons of leadership, community living, discipline, obedience, co-operation which ultimately lead them to holistic development.

**3.6.2 What is the Institutional mechanism to track the students' involvement in various social movements / activities which promote citizenship roles?**

We have four units of NSS and one company of NCC (boys) Battalion and one company of NCC (girls) Battalion. All of them work under the guidance and administration of NSS programme officers and NCC officers. In the beginning their induction meeting is held where they are informed of the goals and benefits of joining NSS/NCC activities, their contribution to national and social service through physical and mental tasks, their alround development as good citizens.

These volunteers and the rest of the students celebrate national festivals, NCC Day, Environment Day, Yuva Day, which promote in them a sense of responsible citizenship. They also participated in 'Voters Awareness Campaign (7-12-2012), 'Jagrut Mahila, Suarakshit Mahila' Programme (6-1-2013), Road Safely Guidance (1-1-2013) etc.

**3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?**

The extension and outreach programmes to be conducted by the college are mostly given to us by the NSS Department of our university and NCC Battalion office. List of programmes, various level camps of NCC are announced by those superior bodies for us to follow. In addition to these, we also design our own activities like cleaning of

campus, arranging things as required at local level. The specific budget is allocated, once again by the said higher bodies, to conduct various activities. Normally Rs. 60000/- per annum for NSS and actual meagre amount is provided to meet with expenses in NCC. We spend from the amount and send this accounts to the respective bodies at the end of the year.

The major extension and outreach programmes we took part in are as follows :- Swarnim Gujarat Celebration (1-5-2010) Books-Collection Campaign in the streets and homes of Surat, Annual NSS Camp at Gothan Village (21 to 27 Nov. 2011), participation of NCC cadets in National Integration Camps at various remote places, their participation in ‘Anti-tobacco Campaign’ (31-5-2010), ‘Anti-addiction Rally’ (26-6-2010), Literacy-week Rally’ (14-7-2010), Volunteering at Khel-Mahakumbh Inauguration (18-1-2013) etc. All these programmes gave nice exposure to the students outside the campus, wherever those programmes were held. The detailed reports could be found with the respective departments. It helped the students for their overall development.

**3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, List the major extension and outreach programmes and their impact on the overall development of students?**

The college plans its extension and outreach programmes as per its academic calendar. However, when some events are organized by external agencies, we try to cope with them and take part in them. Every year the fund received by NSS/NCC units are fixed i.e. as mentioned above from respective authorities; and we utilize them properly. The list of Major Extension and outreach programmes is as follows:

**Major Extension and Outreach Programmes**  
(2009-2013)

No.	Programmes	Place
<b>2009-10</b>		
1	Child Labour Abolition Campaign by ‘Pratham’ (NGO). NSS Volunteers worked under Binaben. (Oct.2009)	Slums of Surat.
2	Swarnim Guj. Asmita Yuva Mahashivir. (28 <sup>th</sup> Oct. to 3 <sup>rd</sup> Nov.) 63 NSS volunteers + 4 Prog. Officers participated	VNSGU campus, Surat.
3	NSS chintan-Shivir-Rashmi Maisuria and Subhash Ray	Ghorda, (Kutch)



	Participated	
4	Pre.R. D. Camp attended by Rashmi Maisuria (19-10-09 to 28-10-09)	Pune
5	Word AIDS Day Programme by SMC selected volunteers rendered their services. (1-12-2009)	Indoor Stadium, Surat.
6	Rastriya Yuva Day celebration of Vivekananda Jayanti (12-1-2010) NSS volunteers participated	College, Classroom
7	Blind Day Fund raising (Rs.2875/-) by NSS/NCC students.	College, Classroom
8	'Zindgi Zindadili' SMC organised AIDS awareness exhibition and documentary show.	College, Classroom
9	AIDS awareness lecture and question-answer session by Dr. Amrut patel – LCD presentation (6-12-09)	Taramati Hall
10	'Vruksh-no Varghodo' a campaign of tree-plantation and lecture, PPT Presentation on environmental awareness	Taramati Hall with Divya Bhaskar and SES
11	Celebration of National Festivals – cultural show, patriotic songs, dances, Doha-Chopai, Puppet-Show etc.	College Campus
<b>2010-11</b>		
12	Gujarat Day Rally from Gandhi Bang to Wadia College, marking opening festival of 'Swarnim Gujarat' and Cultural Programme	Chowk to College
13	'World-Literacy Day' (8 Sep.) volunteers went to slums with banners posters, slogans.	Slums of Surat
14	Teacher's Day Celebration (4-9-2010, Saturday)	College Classroom
15	'Vanche Gujarat' – 'Mane Gamtu Pustak' – Talk and discussion by Dr. P. P. Pradhan, Dr. C. J. Desai	College classroom and P.T. Sci. Lecture Hall
16	NSS Annual Camp ( 21 Nov. to 27 Nov. 2010) various activities – cleanliness, economics survey, cultural show, visit to sayan sugar factory etc.	Gothan Village, Ta: Kamrej.
17	World's AIDS Day – SMC Antakshri Contest volunteers participated	
<b>2011-12</b>		
18	Tree Plantation by volunteers (11-08-2011)	College Campus
19	Dr. C. J. Desai, Prog. Officers, NSS participated in one-day workshop organized by VNSGU, NSS Department	Bharuch College
20	Inauguration ceremony of SES Centenary celebration by shri Narendra Modi, C. M. Gujarat and volunteers participated. (11-10-2011)	College Ground
21	'Sadbhavna-Mission' Public meeting by shri Narendra Modi.... 75 NSS/NCC volunteers participated	Vanita Vishram Ground
22	State level celebration of Vivekananda Jayanti, 15 volunteers participated. (12-1-2012)	Mahatma Mandir, Gandhinagar
23	'Gujarat Tobacco-control Cell' organized Tobacco free Restaurant campaign, our volunteers got training by	P.T. Science College

	Vedchhi Pradesh Seva Samiti	
24	Felicitation of freedom-fighters on the Republic Day by SES. Volunteers participated.	College ground
25	'Mass Surya-Namaskar' organized by Krida Bharti and SES; volunteers participated. (11-2-2012)	College ground
26	43 <sup>rd</sup> Convocation of VNSGU. Our volunteers rendered services. (26-02-2012)	VNSGU, Surat
27	Blood Donation and AIDS awareness shivir organized by Guj. AIDS control society and Blood Donation and Research Centre. (05/03/2012)	Convention Hall, VNSGU
<b>2012-13</b>		
28	'Clean-campus Campaign' by volunteers of NSS/NCC (17-7-2012)	College Campus
29	'Anti-Tobacco Campaign' training by vedchhi Pradesh Seva Samiti – 20 volunteers got training	P.T. Science College
30	'Yuva Sammelan' on Vivekananda Jayanti volunteers participated on (26-08-2012)	Indoor Stadium, Surat
31	Anti-Tabacco Demonstration and Power Point Presentation by two students on 11-9-2012. The 'Gutka Niyaran Divas' declared by Shri. Narendra Modi.	College Classroom
32	Vivekananda Yuva Parishad Prog. 70 volunteers and all prog. Officers participated. (24-9-2012)	Indoor Stadium
33	Legal Litera as meeting – volunteers, prog. Officers attended. (18-9-2012)	New Civil Court
34	Flag Day Collection by volunteers on 5-10-2012, sent ot Delhi	Classroom and on road collection
35	'Voters' Awareness campaign' 34 volunteers participated (7-12-2012)	VNSGU
36	'Jagrut Mahila, Surakshit Mahila' programme jointly organized by JCI, Surat SES, in the wake of Delhi Gang-rape incident. Volunteers attended the function. (6-1-2013)	JCI Hall, Surat
37	'24 <sup>th</sup> Road Safety Week' Celebration organized by Surat ciety Traffic Police, attended by 15 of our volunteers. (1-1-2013)	Road Safety Celebration
38	Vivekananda Jayanti Shobha-Yatra Rally – attended by 35 volunteers and all the prog. Officers (12-1-2013)	On-road rally
39	Inanuguration of Gujarat Khel-Mahakumbh by Shri, Narendra Modi at the university campus 47 volunteers and prog. Officers attended.	VNSGU, Surat

**All our NCC Cadets, both boys and girls take part in celebration fo National fesitvals every year. And presented their drills, cultural programmes etc. They also take part in various camps, at various levels organized at different places and won medals : The Camps like –**

- ▶ **Combined Annual Training Camps (CATC)- Bharuch, Ghaludi, Olpad**
- ▶ **R-Day Camps - Delhi**
- ▶ **Thal Sinik Camps – Baroda, Nadiad, Vaso, Ghaludi**
- ▶ **All India Taking Camp – Saputara (Guj.), Dehradun, Nilgiri (TN), Pathanpur(Punjab)**
- ▶ **Parajumping Camp – Agra**
- ▶ **National Integration Camp (NIC) Bharatpurleh, Junagadh**
- ▶ **Pre-RDC camp, Baroda**
- ▶ **Army Attachment Camp – Gandhinagar, Dhrangadhra, Jamnagar**
- ▶ **Basic Leadership Camp – Kanpur**
- ▶ **Anti-Tobacco Rally, Anti-addiction Rally, Environment awareness Rally (Global warning), Literacy week Rally, ‘Ranotsav’ (Kutch), ‘Jnan-Shakti’, Yuva-Shakti ane Vikas’ prog. Rally, Anti-drugs Day Rally, Disaster management Rally, visit to a school for disabled children, Personality Development camp world AIDS Day Rally.**

**3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?**

The students and the staff are encouraged to take part in extension activities by way of meetings and notices. When some important programme is to be held we convene a staff meeting, devise the details, plan the activities and then seek students involvement. If the event is larger we form various committees also and allot different duties to stakeholders, and then co-ordination is done.

**3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the College to ensure social justice and empower students from under-privileged and vulnerable sections of society?**

During our Annual NSS Camp at Gothan (Nov.2011) the volunteers had conducted a socio-economic survey of poor-class people of the said village by door-to-door contact. They were given questionnaires to get filled in by the villagers. The students came to know about the condition the poor people living with their problems and hardships.

Our Economics department, under its Planning Forum wing, conducted a visit to Sumul Dairy with a view to have an idea how the co-operative sector organization works.

**3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.**

The extension activities have the following objectives :-

- To enable the students to know the society around them by active contact.
- To inculcate sense of social responsibility in them.
- To plan and perform various activities off campus. (leadership training)
- To provide them community living
- To enrich their overall personality development which help them to enhance their academic performance also.

We arrange various activities through NSS/NCC which may fulfil these objectives. And ultimately, they help them to grasp the things in wider and clearer perspective, to understand the learning topics with critical thinking. The students of economics, sociology, and psychology are directly benefitted by such activities. The branch of humanities can never be learnt better without the learner's exposure to humanity or society.

**3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?**

During our Annual NSS Camps in villages, the village people mix with our students and take part in our activities over there with great enthusiasm. They not only join hands with our students in cultural programme, cleaning, sports but also spare their homes to accommodate us for a sojourn, as members of their family. The village people bid adieu to our students with tears in their eyes. It's a great proof of whole - hearted involvement of community. They feel at the end of the camp that we had done great service to them. Their roads are repaired, streets are cleaned, walls are painted, saplings are planted etc.

During Books Collection Campaign also people exhibited very good involvement in the project of 'Vanche Guajrat'.

**3.6.9 Give details on the constructive relationships forged (if any) with other Institutions of the locality for working on various outreach and extension activities.**

Our NCC Officers along with cadets visited (18-10-2011) Shri Madhav Educational and Rehabilitation Public Charitable Trust and met the mentally retarded children and did constructive activities with them.

Dr. R. T. Bhatt, Dr. N. C. Bhavnagri, Dr. R. M. Vyas have been on the speaker's list of All India Radio for various sorts of talks and youth programmes to be broadcast. Even the AIR-media people also come to our campus for students oriented recordings.

We have also established relationship with 'Gujaratmitra' to organize quiz and debate and such programmes.

**3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.**

No award has been received so far for extension activities. We only got words of appreciation from whom we dealt with in extension activities. NCC cadets like Shivani Joshi got Governor's Medal as the Best Cadet in the state and she represented Gujarat at R-Day Parade in New Delhi.

**3.7 Collaborations:**

**3.7.1 How does the institution collaborate and interact with research laboratories, Institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.**

As ours is an Arts College, we don't have any research laboratory or industry for research activities. However, for research in humanities, there is Chunilal Gandhi Vidya Bhavan, run by our Management on our campus, which provides our staff and students facility for research work.

**3.7.2 Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/industries/corporate (Corporate entities) etc. and how they have contributed to the development of the institution.**

In tune with the above answer, we have not done any MoU or any sort of collaborative formation with any institute of national importance. However, we have an unwritten and reciprocal understanding with the professor of other universities to co-operate in our psychological laboratory exams, viva-voce etc. In the same way, we seek co-operation of research-supervisors from other colleges/universities for M.Phil/Ph.D. viva-voce and checking of thesis, though the appointment is formally made by the university. Same is the case with guest lecturers etc.

**3.7.3 Give details (if any) on the industry-institute-community interactions that have contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/new technology /placement services etc.**

Shrimad Rajchandra Vihar Prasar Trust, Asta has, as a part of community interaction, supported us to renovate our Seminar Hall with a handsome donation to create adequate facilities in lieu of prayer activity in our college. We have also installed Public Announcement System for the purpose.

Bilakhiya Group of Industries, Vapi tried to arrange a placement programme in our college.

Our Dyslexia Centre has been supported by our Management.

Our successful community interaction has persuaded a donor to donate rare and valuable volumes of reference books, Encyclopedia and other books on various subjects to our library. And this has been materialized by Mr. Indravadan Zarad, an advocate, our alumnae.

**3.7.4 Highlighting the names of eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the College during the last four years.**

We organized a two-day International Conference on 'Rama Literature in Global Context' in collaboration with Ayodhya Shodh Sansthan, Department of Culture, Govt. of Uttar Pradesh and Bhartiya Hindi Parishad, Allahabad (23-24 Feb. 2013).

We organized a two-day UGC National Seminar on History in collaboration with South Gujarat Itihas Parishad. (7-8 Jan. 2012)

A week-long Book Exhibition by Sahitya Akademi was held.

A three day Book Exhibition was held in collaboration with local publishers.

**3.7.5 How many of the linkages/collaborations resulted in formal MoUs and agreements?List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated -**

As mentioned earlier, we have not done any formal MoU with any industry, institute for collaborative activities.

**3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/collaborations.**

We have made a systematic effort for linkage / collaboration for research in Hindi with Ayodhya Shodh Sansthan, Faizabad (U.P.), which is still under pipeline. If it is materialized, they will offer scholarships for Research work in Hindi literature.

## **CRITERION IV**

### **INFRASTRUCTURE AND LEARNING RESOURCES**

#### **4.1 Physical Facilities:**

##### **4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?**

It is the policy of our institution that “students’ progress and welfare” are always in the center of any development taking place.

Optimum use of existing infrastructure is done for the benefit of students.

Transparent execution of financial resources has been done.

The institute excesses public participation as financial resource.

##### **4.1.2 Detail the facilities available for**

- a) Curricular and co-curricular activities classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.**

For curricular and co-curricular activities we have two buildings viz., the Main and the other known as the Tutorial Building. The land area of the main Building is 7014.66sq. mtr. The built up area is of 2644.26. sqm. And the land area of Tutorial Building is 740.31 sq.mtr out of which built up area is of 435.09 sq.mtr.

In the Main Building we have total twelve class-rooms on the ground-floor. In room number 1 we have our Administrative-Office (80x60.6ft.)The room no. 2 (19.6x30ft.) is used as Equal Opportunity Cell. The room no.3(19.6x30ft.) is Principal’s Office.The size of room no.4(19.6x30ft.) is used as IGNOU Administrative Office and the room no. 5(19.6x30ft.) is Language Laboratory. Besides we have five class-rooms. Out of these five class-rooms, two rooms are of the size of (19.6x30), one room is of the size of 29.3x30, another one is of 40x20 size and the fifth one is of the size of 40x40. This room was our lecture theatre now converted to the Seminar Hall. The size of the auditorium known as the Central Hall is 40x61.In this Auditorium we organize academic activities like Guest lectures, academic seminars, induction meetings for college students as well as IGNOU students etc.

On the first floor of the main building we have total eight rooms. Out of these five are class-rooms(including Psychology Laboratory and Students’ Counselling and Placement Centre), one is Staff Common



Room cum Seminar Hall along with Ladies Staff Common Room with the size of 19.6X30 each. The Staff Common Reference Section that contains rare and valuable volumes of Encyclopaedia like Encyclopaedia Britannica and Encyclopedia America, Subject Encyclopaedia like Encyclopaedia of Philosophy, Encyclopaedia of Asian Civilization, International Encyclopaedia of Social Sciences, Subject Dictionaries like Standard English-Hindi Dictionary, Gujarati-Urdu Shabdakosh and other magazines and journals. There is also a computer with internet facility and other facilities like Water Cooler, Microwave Oven, Freez, LCD TV, Photocopier, printer, scanner, etc. in the Staff-room.

In Tutorial Building we have five small class-rooms on the ground-floor with the size of 22 X 20 each and on the first floor of this building we have three big class-rooms out of which two class-rooms are of the size of 44.9 X 20 each and one room is of the size of 37.6X27. The college provides facilities like benches, black-boards, soft-boards and multi-media projectors as well as departmental library cup-boards to fulfil the goals of effective teaching learning process.

The Govt. of Gujarat has started Educational Live Satellite Channel (BISAG) through which we share State level GD 1,2,3,4 in all the faculties on various subjects. The IGNOU Study Centre in the college has been enriched by the EDUSAT system that is a very useful means for the benefit of advanced technology in the field of education. At the initial stage the T.V. had direct connection with EDUSAT through a special dish on the terrace of the college. It was a one-way system connecting different centers of IGNOU across the country through 'Phone-in' system. The advanced EDUSAT system has been installed that enables the college to participate in the video conferences organized by IGNOU establishing a country-wide link among various centers. All these facilities are utilized at the optimum for the benefit of the students.

- b) Extra –curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.**

For co-curricular activities, we have a big auditorium on the ground floor, which has recently been renovated with the funds which we received under CPE Award scheme. It has a seating capacity of around 300 students. Moreover, we have a high gallery around the auditorium

as well as about the stage where spectators can stand and watch the programmes. We have a few big class-rooms in the main building as well as in the tutorial building. In such rooms and in our auditorium we arrange various programmes of competition, National level Book Exhibition. Book Exhibition of University Granth Nirman Board, Gujarat State, Gujarati and Hindi Kavi Sammelan, Kavya Pathan Competition, Rangoli Competition, Art and Painting Competition, Blood Donation Camp, Students' Motivational lectures in the field of Adventurous Activities, NCC, NSS, Sports, Morals, Health, HIV/AIDS, Importance of Blood Donation etc.

Our auditorium is also used regularly by Sarvajanic College of Performing Arts for their practical lessons of dance and drama. They have organized work-shops of dance and abhinay at the University level and also for the common people. In the evenings the auditorium is also offered for the outside cultural groups of the Surat city for the rehearsals of the public performances. During Vidhan Sabha Elections or Municipal Corporation Election or for Lok Sabha Elections series of training programmes by District Collectorate personnels are arranged in our Central Hall. Sometimes religious congregations are also held in our auditorium for their spiritual activities. This hall is also used for conducting public examinations such as IGNOU Term End Examinations, All India Management Association Entrance Examinations, Departmental Examinations of Income Tax, GPSC and State Bank of India and Common Entrance Tests of IGNOU, VNSG University etc.

**4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution/campus and indicate the existing physical infrastructure and the future planned expansions if any).**

**Sports:** It is noteworthy to state that the size of our college play-ground is 264082.65 Sq. ft.(24821.80 Sq.Mtr.)We have a 400 metre running track for track and field events. The University Athletic Meets have been organized several times at our play-ground. Besides, Ranji Trophy Cricket Matches and Inter-University Tournaments have also

been organized here. Many local groups and associations from industries, Surat Officers Gymkhana Club and several others are using this play-ground for cricket and other tournaments. The practice sessions of the University Foot ball Team, Cricket Team, Athletic Team etc. are usually arranged on our ground. Past students of the college as well as members of their families use our premises and grounds for daily morning walk and physical exercises. Hundreds of them are seen running and walking in our campus every morning.

For sports activities we have Volleyball court and Tennis courts. There are two spacious Pavilions viz., the Pavilion for Boys and the Pavilion for Girls. The size of the Boys Pavilion is 454.27 sq. mtr. In this Pavilion we have 55'X28' Badminton Court. Besides, there are two Table Tennis Rooms, two separate Dressing Rooms, out of which one is of the size of 17'X28' and another one is of the size of 17'X8'. In this pavilion we have separate Gymkhana office with the size of 17'X12'3". Separate toilets are also available in this Pavilion.

Besides, there is the Ladies Pavilion of the size of 463.98 sq.mtr. in which we have 60'X40'9" Badminton Court.

Adjacent to this Pavilion we have a separate Ladies Centre. In this Ladies Centre we have 18'X 16' size Ladies Rest Room and toilet blocks are also available for girl-students. Our NSS Office and Health Centre are located in this Ladies Centre. The size of the NSS Office is 15'X22' and the size of the Health Centre is 12'X22'.

Other facilities like cupboards and lockable cases are also available in college office premises as well as in the Pavilions for keeping sports equipments and other assets like Television Sets, Multi-media Projector, Over-head Projector, Musical Instruments, CD player, tape-recorder etc.

Our Institute is the only mono-faculty Arts College, which offers Courses - B.A, M.A., M.Phil. , and Ph.D. Therefore it was the need of time to increase the number of class-rooms, especially for P.G. Programmes, which are increased as mezzanine floor(four class-rooms) named P.G. Bhavan. The Administrative Office also got renovated as well as toilet blocks are constructed in the main building.

#### **4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?**

Special arrangement is made for the physically disadvantaged learners. We provide writers for the visually disabled learners and allow extra time of 15 minutes in the examinations. Separate seating

arrangement is provided for them. We have the provision of a wheel-chair special parking for such students.

**4.1.5 Give details on the residential facility and the various provisions available within them :**

There are 33 rooms in the girls' hostel for the accommodation of 140 girls and 152 rooms in the boys' hostel for the accommodation of about 300 students.

The girls' hostel is of two storied independent building with separate kitchen, dinning hall, common-room for prayer and programme. Equipments like T.V. Radio, music system, water cooler with purifier etc. are made available for recreation. Small library has been developed for the girl hostelites. There is lawn inside and garden outside the girls' hostel. A separate bungalow is provided for the rector of the girls' hostel. Students run the mess collectively in the form of the club.

The rooms in the boys' hostel are equipped with T.V. with cable connection, C.C.T.V. Camera. Sports facilities like Volleyball, Football, Athletics, Table Tennis, Carom-board, Chess-board etc. are made available in the boys' hostel. In girls' hostel Computer facility including Inter-net is available.

Since the building is situated on the campus, and nearer to a hyper-speciality hospital, facility for medical emergency is easily available for the hostelities.

Our college is not a residential institution.

**4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?**

Though our college is situated in the heart of the city now and we have a super speciality hospital nearby, we have established a health centre where a general practioner gives his services once a week. Besides we have a panel of doctors including renowned specialists of the city who provide their honorary services to our students on the recommendation of the principal.

**4.1.7 Give details of the Common Facilities available on the campus – spaces for special units like IQAC, Grievance Redressal unit, Women's cell, counseling and Career Guidance, Placement unit,**

**Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.**

In order to improve and maintain internal quality of the institution IQAC was established in a separate office in room no-1., in continuation with the first visit of NAAC. The Committee has regularly sent an annual report. Grievance Redressal Unit works in room no 12, where the committee members try to solve the students' problems in once-a-week meeting. Women' Cell is at work in Ladies Staff Common Room to resolve the problems of girl students. Red ribbon Club is established. It organizes lectures on AIDS awareness. Counseling and Career Guidance is conducted regularly in Psychology lab. During Board examinations the Committee runs telephonic help-line every year for personal counseling of parents and students. Programmes are organized for career guidance of U.G./P.G. students. Placement Unit organizes job-fair and campus interview. The faculty members recommend for the qualified students as and when inquiry for recruitment comes. Health Centre provide health services to the needy in the Ladies Pavilion. Safe drinking water is available to one and all at our Water-hut. Three LCD Sets, V.C.D Player, Audio C.D. Player, Music Instruments- Harmonium, Tabla, etc., Table-tennis, Chess-board, Carom-board etc., are available for recreation.

## **4.2 Library as a Learning Resource**

### **4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?**

Yes, there is an Advisory Committee for the College Library. It consists of the Principal and the Heads of the Departments. The Principal is the Chairman of the Library Committee and the Librarian is its Secretary. The functions of the Library Advisory Committee are:

- Department-wise budget allocation
- Recommendation for reference books in various subjects
- Recommendation for the subscription of various journals and magazines
- Suggestions for smooth functioning of the library

- To work as a link between users and library staff
- To visit Book Fairs and Exhibitions for the exploration of new titles
- To invite University Granth Nirman Board and National Book Trust, Sahitya Academy for the exhibition of its books in our college periodically

There is a Library Committee also which looks after the routine activities of the library and helps the library staff in the smooth running of the library. Maintenance of the discipline and redressal of grievances are among other important functions of this Committee.

#### **4.2.2 Provide details of the following:**

- Total area of the library(in SqMts.) 309.15 sq.mtr.
- Total seating capacity 175
- Working hours (on working days, on holidays, before examination days , during examination days, during vacation)
  - ▶ 6 hours on working days.(11.00 a.m. to 5.00 p.m.) During the vacations library remains open.
- Layout of the library (individual reading carrels, lounge area for browsing and relaxes reading, IT zone for accessing e-resources)
  - ▶ We are lucky to have one of the best libraries of Gujarat. Our library is an independent huge building of beautiful gothic structure. Separate wooden sections are built up for the proper storage of different subjects/books. On the ground floor there is enough space for cupboards as well as reading area for students. We also have separate reading room and the research cabin with computer and internet facility for the faculty members and researchers. On the first floor there is an exclusive reading room with individual reading carrels.

#### **4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.**

All the members of the various departments discuss the needs and demands of the books and journals in their respective subjects. The Head of the Departments represent these demands to the Principal of the college and the Principal approves the demands which are then communicated to the librarian

who orders for the same. Publishers also approach the college with new titles and new editions. However, books are not purchased without seeing the actual books. Publishers and their agents are asked to leave their stock of books with the librarian and subject teachers are asked to see those books and then make recommendation for purchase. Books not recommended for purchase are returned to the party concerned. The college also organizes Book-Fairs in collaboration with various agencies of national and international reputation. Teachers visit book fairs organized in and around the city quite frequently and recommend purchase of new books. Selection of books is also made through special visits made to the shops of reputed book-sellers. New magazines and journals are subscribed whenever found necessary.

The new arrival of journal/magazines are first displayed in the staff-common room and are kept there till the receipt of the next issue. The old issues are sent to the library for permanent use. We have also received number of books as donation from benevolent donors.

The amount spent on the purchase of books and journals during the last four years is as follows :

### **Books and Journals Purchased**

<b>Head</b>	<b>2009-10</b>		<b>2010-11</b>		<b>2011-12</b>		<b>2012-13</b>	
	<b>No.</b>	<b>Rs.</b>	<b>No.</b>	<b>Rs.</b>	<b>No.</b>	<b>Rs.</b>	<b>No.</b>	<b>Rs.</b>
<b>Text Book</b>	<b>1075</b>	<b>89599</b>	<b>448</b>	<b>50354</b>	<b>231</b>	<b>19949</b>	<b>651</b>	<b>71279</b>
<b>Ref. Books</b>	<b>2645</b>	<b>570386</b>	<b>2521</b>	<b>533974</b>	<b>230</b>	<b>53113</b>	<b>393</b>	<b>80619</b>
<b>Journals Magazine</b>	<b>54</b>	<b>28611</b>	<b>44</b>	<b>37671</b>	<b>34</b>	<b>27053</b>	<b>31</b>	<b>26234</b>
<b>CD/DVD</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>352</b>	<b>28445</b>
<b>Total</b>	<b>3774</b>	<b>688596</b>	<b>3013</b>	<b>621999</b>	<b>495</b>	<b>100115</b>	<b>1427</b>	<b>206577</b>

#### **4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?**

- OPAC : Yes
- Electronic Resource Management package for e-journals
- Federated searching tools to search articles in multiple databases
- Library website
- In- house/remote access to e-publications
- Library automation – Yes (SOUL Softwer)

- Total number of computers for public access : 01
- Total numbers of printers for public access : 01
- Internet band width/speed -2mbps -10 mbps -1gb
- Institutional Repository
- Content management system for e-learning
- Participation in Resource sharing network/ consortia(like Inlibnet) : Yes

**4.2.5 Provide details on the following items:**

- Average number of walk-ins
- Average number of books issued/returned
- Average number of books added during the last 3 years – as shown above (4.2.3)

	2009-10	2010-11	2011-12	2012-13
Visit Iussue	6785	5187	6093	7150
Return	1713	1863	1688	1818

**4.2.6 Give details of the specialized services provided by the library**

A large Reading Room with comfortable furniture and peaceful surrounding, Identity card preparation, question-papers sets and syllabus sets, back volume of journals etc. are services provided by the Library.

**4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the College.**

- The library assistant helps to find out the titles through library automation system.
- The librarian directs the teachers and the students to find out reference material on the required topic.
- The library peon updates magazines in the respective racks
- The new titles are displayed in the racks.
- The librarian keeps in touch with all the students/researchers through renewal of their I-cards.

**4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.**

Visually challenged students borrow books from the library and our NSS volunteers help them by reading the text for them. They are provided this help in the college reading room as well as in the Blind School Hostel which is in



the vicinity of the college. Reading room in the library is available on the ground floor which can be used by the physically challenged students. Very often teachers provide them books so that they do not have to take strain to reach the library.

**4.2.9 Does the library get the feedback from its users? If yes, how is it analysed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analysed and used for further improvement of the library services?)**

There is Students' Remark Register in the library. Every month Library Committee holds a meeting to discuss the suggestions, demands and remarks given by the students. Then they are carried forward to the Principal to be implemented if necessary.

**4.3 IT Infrastructure**

**4.3.1 Give details on the computing facility available (hardware and software) at the institution.**

Number of computers:	20 (Admin) + 23 (DELL) + 25 (Comp. Lab)
LAN facility:	Yes
Configuration	CORE 2 DUO, P4 with 2GBRAM and above
Computer Student Ratio	40 Students : 1 Computer
Licensed software	Quick Heal Tally-Erp. Saral Pay Unique College SOUL (Library) Acloud in (college new web for fee collection)
Computer with internet facility	All Computer connect with lan and Lan distribute internet facility total computers.
Any other	Computer/Laptop T.V. – 2 Cooler – 2 Freedge – 3 Server – 1 Projector – Camera/video Rec. -

**4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off campus?**

Laptops are provided to all the Head of Departments.

There is internet connection in the staff room, library and research room.

**4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?**

We have computer center and language lab to enable the students and the staffs to learn computer and language skills. The following certificate courses are available.

- CCC, C+++ Computer Course
- Language Lab.
- SCOPE

**4.3.4 Provide details on the provision made in the annual budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)?**

YEAR -	Maintenance:TOTAL
2009 – 2010	
2010 – 2011	
2011 – 2012	
2012 – 2013	

**4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?**

Our teachers make use of Audio Visual Materials, Power point presentations for classes, Internet facility, Wi- fi facility for their classroom teaching. The students also use this learning material prepared by the teachers.

**4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching - learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the center of teaching-learning process and the render the role of a facilitator for the teacher.**

Some of the teachers prepare their teaching points on laptops and present them interstingly in the class. This makes the teaching-learning process more fruitful and eangaging. The teacher plays the roll of facilitator. Class rooms are setup with laptops and LCD Projectors.The state-wide telecast through BISAG, Gandhinagar is also made available to the students.

**4.3.7 Does the Institute avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?**

The study center of Indira Gandhi National Open University has the benefit of EDUSAT. The Government of Gujarat has launched state wide educational programmes through BISAG which are available to our students in different subjects.

#### **4.4 Maintenance of Campus Facilities**

**4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (Substantiate your statements by providing details of budget allocated during last four years)?**

a.	Building	
b.	Furniture	
c.	Equipment	
d.	Computers	
e.	Vehicles	
f.	Any other	

**4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the College?**

The campus facilities like garden, water hut, its cleanliness are maintained by the Management. The infrastructure like furniture and equipments are maintained by the fees collected from the students under the head of aminity fees. The rent of the college building is charged from the government (Rs.64,710/-) p.a.

**4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/instruments?**

The maintenance and calibration of equipment like computers have been assigned to external agenices. Our management has also maintenance wing to look after such instruments. The estate divison of our management is contacted for maintenance and repair of physical facilities.

**4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?**

In addition to the above answer (4.4.3). We have power generator for the supply of electricity during power failure. The estate divison looks after water supply and cleanliness of the campus. The maintenance of garden is assign to and agency.

**CRITERION V:  
STUDENT SUPPORT AND PROGRESSION**

**5.1 Student Mentoring and Support:**

**5.1.1 Does the institution publish its updated prospectus/handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?**

Yes, we do publish an updated **Prospectus** every year to be given to the students while they seek admission to the first semester of first year. Moreover, we also publish '**Vidhyarthi – Sathi**' a diary of prayers, bhajans, songs, hymns, noble thoughts and a handbook sort of publication which we give to the students of the first year to be kept for three or five years (graduation / post graduation) with them. Both the publications contain the following:

**1) Prospectus:**

- 1.1** Introduction and achievements of the college
- 1.2** Guidance regarding selection of the subjects
- 1.3** Additional certificate / Diploma courses
- 1.4** Admission criterion and procedure, documents
- 1.5** Fee structure
- 1.6** Syllabus (Information about Papers and text books etc.)
- 1.7** Rules and Regulations
- 1.8** P.G. Programmes
- 1.9** Staff list, Management Committee
- 1.10** Inception and Philosophy
- 1.11** Admission Form (perforated)

**2) Vidhyarthi – Sathi:**

- 2.1** Students individual bio-data, photograph
- 2.2** His areas of interest, past results
- 2.3** Various prayers – (45) (For daily morning prayers)
- 2.4** Hymns, psalm – (25) (For daily morning recitation)
- 2.5** Songs, bhajans – (58) (For cultural events, NSS/NCC camps)
- 2.6** Garba Raas – (15) (For cultural events, youth festivals)
- 2.7** Patriotic songs – (17) (For National festivals and rallies)
- 2.8** Anthems (University song, NSS song, NCC song etc.)
- 2.9** Doha, Dhun, Chopai – (36) (For stage performances)
- 2.10** Noble thoughts, Quotable quotes – (66) (For essay, debate)

- 2.11 Useful information for students: Vocational guidance
- 2.12 About M.T.B. college (History, prominent alumni, general information, rules and regulations)
- 2.13 Various students' activities syllabus structure, reference books, results.

**3) 'Sarvajamikam' – our College Magazine**

- 3.1 Summary of the year's activities and achievements
- 3.2 Photographs of the various activities and achievements, the staff, council etc.
- 3.3 Creative and critical writings by staff and students
- 3.4 Activity reports of all the committees
- 3.5 Activities and achievements of the staff and students etc.
- 3.6 Staff list, Management, Students Council, Committees.
- 3.7 Exam results, Admissions, IGNOU Report.

The above publications strengthen the commitment and accountability of the students in addition to their value education. All the details of them are very much useful to the students. They inspire their creativity also.

**5.1.2 Specify the type, number and amount of institutional scholarships / freeships given to the students during the last four years and whether the financial aid was available and disbursed on time?**

Year	Govt. Scholarships Total Rs.	SC Students/ Scholarships	ST Students/ Scholarships	OBC/ Other Students/ Scholarships	Total Students
2009-10	-	-	-	-	-
2010-11		156/746410	487/1916979	28/33600	2696989
2011-12		120/745325	971-53292775	204/395760	7470860
2012-2013		104/712920	733/5311819	195/336750	6361489
Total					16529338

**5.1.3 What percentage of students receives financial assistance from state government, central government and other national agencies?**

Ours is an arts faculty college. Most of the students belong to SC/ST / Baxi Panch class. 85% of the total strength is female students. The government of Gujarat gives scholarship to SC/ST students and thus 70 to 75 % of students receives financial assistance. Central Govt. or any other national agencies do not give any direct financial support to the students.

#### 5.1.4 What are specific support services/facilities available for:

- **SC/ST/OBC students** get government scholarships; they are from economically weaker sections of society.
- For **students with physical disabilities** we have special parking slot, for students with weaker eyesight we give them 'writer' in the examination and give them 15 minutes more time to complete the answer sheet.
- We don't have any **overseas student**.
- **Students are informed to take part in various national/international competitions** through notice board and public announcement system or even personal contacts. We guide them with the help of reference books from our staff room or from the library. They are given training in presentation also.
- We have a **Health Center** of a very primary sort. A doctor pays a regular visit, once a week. He can be called anytime in emergency. We don't have health insurance scheme for students in general.
- During our tenure of CPE Award we conducted **coaching classes for competitive exams** for two years.
- Under the **skill development programme** we conduct SCOPE (Society for Creation of Opportunity through Proficiency in English) – a government of Gujarat project, and for computer literacy we have CCC classes in our computer lab.
- For '**slow learners**' we pay special attention, give personal guidance and counseling how to improve learning abilities.
- There are many institutions run by our Management on our vast campus, which covers branches like Science, Commerce, Management, Computer Science, Engineering, Environmental Science, Architecture, Fine Arts etc. So **our students naturally have nice exposure** to them.
- Every year we annually publish our college magazine '**Sarvajanikam**' since decades, which reflects college activities, achievements and creativity of students.

#### 5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.



With a view to facilitate entrepreneurial skills among the students we have following activities:

- Govt. of Gujarat runs SCOPE (Society for Creation of Opportunity through Proficiency in English) project in our college through language lab, where we conduct classes for general and spoken English, which enable students to improve their marketability and they go for various jobs where knowledge of spoken English and language skills are rewarded. Our DELL (Digital English Language Lab) is a center for SCOPE examination also, where we provide facility even to the outsiders to appear at the exams.
- We have also conducted spoken Sanskrit classes to increase the proficiency of students who want to develop their career as persons performing rites and rituals, and Sanskrit news readers, teachers etc.
- Our Psychology department teaches Clinical Psychology with experiments in their labs which enable students to pursue the career as psycho-counselors and some of them have proved to be very good and successful counselors and practitioners.
- The above department also runs short termed courses like Learning Disabilities, Dyslexia, and Psychological Testing etc.
- P.G. Diploma in Journalism, Proof Reading classes are also conducted to get the students equipped with professional skills for future.
- CCC (Course on Computer Concept) trains the students in our Computer Lab and confers them govt. recognized certificate. Even past students and students from other colleges also take advantage of the classes.

**5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debates and discussions, cultural activities etc.**

With a view to promote participation of students in extracurricular and co-curricular activities we give them some relaxation in attending classes, and if inevitable, remain a bit flexible in examinations. We give them extra time and guidance to prepare their academic tasks. We consider their academic excellence and become liberal in internal evaluation. We give the players sports uniform also. We felicitated them by prizes, trophies, certificates.

**5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET, ATE / CAT / GRE /**

**TOFEL / GMAT / Central /State services, Defense, Civil Services, etc. .**

During our span of CPE award we conducted guidance classes for the students to prepare them for competitive examinations like UPSC/GPSC/NET/SLET which were attended by 157 students but the result of their examination did not turn out to be in tune with their expectations. The duration of these classes was 26/04/11 to 4/06/11, faculty employed 22. The details can be had from the file concerned.

**5.1.8 What type of counseling services are made available to the students ( academic, personal, career, psycho-social etc.)?**

We have a Vocational Guidance and Personal Counseling Cell headed by Dr. Rudresh Vyas, Head, Department of Psychology, who gives psychological guidance to students in their personal and psycho-social problems. Dr. Bharati Vyas of the same department guides girls' students. Career-counseling and placement opportunities are also dealt with by them. Dr. Rekha Bhatt and Prof. B.P.Pathak motivate the depressed students and boost up their morale. For academic achievements we place the advertisements of job opportunities on the notice board or contact the suitable students personally.

**5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).**

Yes, we have Vocational Guidance and Placement Cell by which we provide help to the students to identify job opportunities and help them how to prepare for the interview, how to draft resume, C.V. and portfolio. We have drawn the students' attention and gave them guidance regarding the following companies; who have approached us:

- 1) Frankfinn Institute of Air Hostess Training, Surat.
- 2) Swarnim Gujarat (Government) 'Bharati Mela' held on 14/02/2011 in Room no.14 of the college.
- 3) Bilakhia Group of Companies, Vapi.
- 4) Meril Training Academy, Vapi
- 5) International Institute of Fashion Technology, Surat.

**5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.**

Yes, we have a **Student Grievance Redressal Cell**, but luckily, we hardly have any major instance of students' grievance to face and solve. We have kept Suggestion Box to collect students complains, grievances, views, opinions etc. The students can also approach the chairman of the Committee or to the Principal to present their problem if any, and they are properly attended. During the last four years, we have undergone major events like students' council elections, cultural programs, Examinations etc. very smoothly, without any agitation or disturbance. Since long the college has remained free from the slightest grievance on the part of the students that may result in students' unrest. The college has never witnessed any strikes in its long history (other than public strikes or political bandh.)

**5.1.11 What are institutional provisions for resolving issues pertaining to sexual harassment?**

We have a Prevention of Sexual Harassment Cell (a committee to tackle such issues). As our college has majority of girls' students, the committee remains watchful to prevent sexual harassment. We also have C.C.T.V. Camera to support. But luckily we have not registered any case of any sexual harassment on our campus so far. Care has been taken to engage female members of the teaching staff in this committee to enable girls' to discuss their problems freely. The problems are of general nature rather than specific to sexual harassment.

**5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?**

Yes, we have an 'Anti - Ragging Committee' in our college. Not a single case of ragging has been reported to the committee so far, during the last four years, and even earlier than that.

**5.1.13 Enumerate the welfare schemes made available to students by the institution.**

- Welfare schemes for the students:
  - 1) Students' Book Bank
  - 2) Poor – boys fund and various scholarships, freeships.

- 3) Provision of food in the hostel at the lower rate.
- 4) Sports persons are given special medical care.
- 5) Health center for students.
- 6) Canteen facility.

**5.1.14 Does the institution have a registered Alumni Association? If ‘yes’, what are its activities and major contributions for institutional, academic and infrastructure development?**

Yes, we have a very old **Alumni Association**. Its activities are to discuss the infrastructure facilities of the college and emerging needs, to discuss the problems of the college and think of possible solutions, to examine the academic progress of the college and make suggestions for improvements, to carry out various activities for the encouragement of students, to carry out social welfare activities especially at the time of natural calamities etc.

Our prominent alumni like Sonal Vaidhya (Stage Actor, Director) trained our students to perform plays, Zankhna Surti and Ashika Mehta (Dancers) gave coaching for dancing, Rucha Kapadia, Twisha Shukla (Actresses) gave coaching for mono- acting and drama, Rashmi Jha and Mithilesh Mishra (Mind Trainers and Radio Jockey respectively) gave inspiration to students, Palak Kansara, Dhawni Shukla (Public Speakers, Anchors) trained our students in debate.

Thus our alumni remain in touch with the college and offer their services free of charge out of sheer love for their college. This is a great help to us.

## **5.2 Student Progression**

**5.2.1 Providing the percentage of student progressing to higher education or employment (for the last four batches), highlight the trends observed.**

Student progression	%
UG to PG	60 %
PG to M.Phil.	10 %
PG to Ph.D.	5 %
Employed Campus selection Other than campus recruitment	25 %

**5.2.2 Provide details of the programme-wise pass percentage and completion rate for the last four years (course wise/batch wise as stipulated by the university)?Furnish programme-wise details in**

comparison with that of the previous performance of the same and that of the Colleges of the affiliating university within the city/district.

**Programme wise pass percentage and completion rate:**

Programme		Years 2009-10	2010-11	2011-12	2012- 13
B.A.	Pass%	94 %	86 %	89 %	90 %
	Completion Rate %	600 %	59 %	56 %	59 %
M.A	Pass%	89 %	95 %	98 %	93 %
	Completion Rate %	72 %	68 %	95 %	88 %
M.Phil	Pass%	Record with university guides.			
	Completion Rate %				
PhD	Pass%				
	Completion Rate %				

**5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?**

We have given them ‘Vidhyarthi Saathi’ diary which records their progress. On the basis of progression from F.Y. to T.Y. the student can see and evaluate his own track-record and take a suitable decision whether to go for higher studies or try to get some employment. A list of various avenues open for arts faculty students is given in the said book. Professors assist and advise the student to take decision at this juncture. Even our Vocational Guidance and Placement Cell organizes some sessions to guide them properly.

**5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?**

- The Vocational Guidance Cell not only gives information about career and its options, but also supports the students who are weaker in their study. They are given encouragement by speech or personal contact. Dr. Rekha Bhatt has developed a special C.D. to retain self confidence and boost up the moral of students in case of failure or less, unexpected result.
- Dr. Rudresh Vyas has written simple books on ‘Zakkas Parikshagiri’ to guide the students while appearing at the examination. He gives personal guidance too.
- The Department of Psychology conducts ‘Psychological Counseling Sessions’ for students before exams.

- It also conducts Dyslexia Center where slow learners' problems are sorted out and guidance is given.
- College has started 'Telephonic Helpline Services' during examination to deal with the cases of stress, exam-phobia and even suicide.

### 5.3 Student Participation and Activities

#### 5.3.1 List the range of sports, games, cultural and other extra-curricular activities available to students. Provide details of participation and program calendar.

The college provides ample scope of participation to the students in the sports, games, cultural and other extracurricular activities of various ranges. i.e. local, interclass, inter college, university, zonal, state and national level. Our students also take part in University Youth Festivals, state level government sponsored 'Khel – Mahakumbh' and such other activities.

#### 5.3.2 Furnish the details of major student achievements in co-curricular, extracurricular activities and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years.

ACHIEVEMENT IN SPORTS, GAMES			
Year :2009-10			
No.	Sport	Date	Participation and Achievements
1	Cricket	18-19 Sep	VNSGU Inter college Tournament Qtr.final, final matches against P.T.Sc. College. Capt. Aiyaz Siddiki, Vikram Vasava, Azher Mirza, Shihab Meenaz – best players
2	Wrestling	29 Sep	VNSGUni. level, 55 wrestlers of 21 colleges. <ul style="list-style-type: none"> <li>• Ghanshyam Thakur (TBA) 74kg...<b>Gold Medal</b></li> <li>• Prashant Solanki (MA – II) 66 kg. <b>Silver Medal</b></li> <li>• Devraj Rajput (SBA) 84 kg. <b>Bronze Medal</b></li> </ul> Ghanshyam represented VNSGU at National level at Merath (U.P.)
3	Gymnastics	24-25 Sep	VNSGU Inter College tournament at Rajpipla. Viral Patel and Divyesh Kadam were selected and represented VNSGU at Gwalior, Patiyala, Kurukshetra universities for three years.
4	Athletics	8,9,10 Jan.	VNSGU Athletics meet, Surat. Lucy Gamit, Shivangini Gamit excelled in Long

			Jump and Race and represented our university in 'Akhil Bhartiya Ramatotsav'.
5	Boxing	13 Oct.	University Inter college tournament <ul style="list-style-type: none"> <li>• Devang Rajput – <b>Gold Medal</b></li> <li>• Prashant Solanki – <b>Bronze Medal</b></li> </ul>
6	Judo	18 Aug.	Inter College at Bilimora <ul style="list-style-type: none"> <li>• Ghanshyam Thakur – 73 kg. Individual Champion, Gold medal represented VNSGU at Chandigrah.</li> <li>• Juhi Patel 78kg. Gold medal played at Chandigrah, Bhubneshwar.</li> <li>• Edli Laxmi – <b>Third Prize.</b></li> </ul>
7	Race	-	Akhil Bhartiya Mahila Ramatotsav. <ul style="list-style-type: none"> <li>• Lucy Gamit – 800 mtr. <b>II Prize</b></li> <li>• Suhasini Gamit – 100 mtr. - 200 mtr. <b>II Prize</b></li> <li>• Sheel Gupta – 400 mtr. <b>IV Prize</b></li> </ul>
8	Body Beauty	7,8, Dec.	VNSGU level contest, Navasari Azim Lokhandwala – <b>Gold medal</b> winner for the last two years.
9	Swarnim Gujarat Khel Kund	15,16 Dec.	Lucy Gamit – 100 mtr. <b>Third Prize</b> Suhasini Gamit – Long Jump <b>Second Prize</b>
10	Volleyball	28,29 Dec.	Inter college Tournament, Kholwad, Our team reached upto Quarter Final Position, Captain Pratik Patel
11	Sarvajanik Cup Tournaments	22 to 26 Feb.	Our Cricket and Volleyball team won the <b>Sarvajanik Cup</b>
12	Cross Country	12 Jan	Harish Chandbhai and Sailesh Gamit participated in 13 km. race.
13	Run for Surat	31 Jan.	SMC sponsored program for Public awareness. 76 runners, Principal and Four professors participated. Kanti Singade won <b>II prize trophy</b>
<b>• 2010 11</b>			
14	Cricket		<ul style="list-style-type: none"> <li>• Our team became runners-up at VNSGU cricket tournament and played at Bharuch. Captain – A. Mirza Rehmaan.</li> <li>• Won '<b>Sarvajanik Cup</b>' by defeating P.T.Science College team.</li> <li>• Captain. Mirza selected in the university team.</li> </ul>
15	Table Tennis	22-24 July	<ul style="list-style-type: none"> <li>• VNSGU team selection at Bharuch</li> <li>• David Shalom (S.Y) selected.</li> </ul>
16	Swimming	26 -28 July	<ul style="list-style-type: none"> <li>• VNSGU inter college, at K.P. Commerce.</li> <li>• Ekta Sarang (F.Y) stood III in final.</li> </ul>
17	Badminton	9-12 Aug	VNSGU team selection at Bharuch. <ul style="list-style-type: none"> <li>• David Shalom (S.Y) selected as stand by and participated in western tournament.</li> </ul>

18	Weight lifting / Power lifting	24-27 Aug.	VNSGU selection at Amroli College <ul style="list-style-type: none"> <li>• Pinal Patel (F.Y) selected and played at Kerela.</li> <li>• Sajid. A. Khan (F.Y) won <b>Silver</b> and <b>Bronze medals</b>.</li> </ul>
19	Gymnastics	23 Aug	VNSGU selection at Rajpipla Fenil Patel (S.Y) selected and played at Amritsar and won <b>Gold medal</b> .
20	Wrestling	30 Aug	VNSGU contest at K.P. Commerce College, <ul style="list-style-type: none"> <li>• Ghanshyam Thakur (T.Y) selected and represented our university at Jodhpur.</li> </ul>
21	Boxing	3,4 Sep	VNSGU tournament at Surat. <ul style="list-style-type: none"> <li>• Devang Rajput (S.Y.) <b>Silver medal</b></li> <li>• Paramjit Singh (F.Y) selected and played at Jodhpur.</li> </ul>
22	Handball	21-24 Oct	VNSGU tournament at Rajpipla. 7 Players participated from our college. Jitendra Dubey and Dharmesh Kantharia selected in the university team.
23	Sports Meet	27 Oct	Sarigam College conducted the meet. 6 players from our college participated. Ghanshyam Thakur, Juhi Patel, Hemant Kantharia selected in the university team and played at Pune.
<b>▪ 2011-12</b>			
24	Table Tennis	25-26 Aug	Inter college T.T. tournament. Our college reached upto Semi final.
25	Boxing	29 Sep	Inter College Boxing at Amroli college. Pravin Kumar Indrajit was selected in the University team
26	Rifle Shooting	30 Sep	Inter College contest at Bilimora. Dhamani Sadhna selected in the university team
27	Basket Ball	6 Oct	VNSGU selection at Bharuch Niroj Sharma, Vasava Ankit, Vasava Priyank selected in the University team.
28	Cricket	21 -25 Oct	VNSGU Cricket team selection. Mirza Rehman was selected
29	Gymnastics		<ul style="list-style-type: none"> <li>• Vatsal Reshamwala earned good name for our college. Selected as Around First at Rajpipla, played at Baroda for state championship and selected by <b>All India Gymnastics Association for Federation Cup of India</b>. Played at 35<sup>th</sup> National Sports meet and also selected for <b>Olympics level Gymnastics</b> in Kerela. Played at <b>National Gymnastics Tournament</b> at Allahbad</li> <li>• Fenil Patel selected in University Gymnastic team</li> <li>• Kruti Vyas selected in University Gymnastic team.</li> </ul>



30	Judo		<ul style="list-style-type: none"> <li>• Drashti Raval was selected in university team.</li> <li>• Hement Kantharia was selected in university team.</li> </ul>
31	Weight lifting		<ul style="list-style-type: none"> <li>• Pinal Patel selected at university level.</li> <li>• Mital Sardhara selected at university level.</li> </ul>
<b>▪ 2012-13</b>			
32	Chess	16-18 July	Inter college selection at Kamrej Amit Tiwari selected as First stand by for VNSGU team.
33	Cross Country	23-24 July	Inter college selection for university team at Buhari. Atul Gamit selected as first stand by.
34	Table Tennis	26-28 July	Inter college selection for university at Bharuch. David Shalom selected.
35	Gymnastics	8 Aug.	VNSGU selection at Rajpipla. Vatsal Reshmwala and Kruti Vyas were selected.
36	Badminton	21-23 Aug.	VNSGU selection at Rajpipla. David Shalom selected.
37	Wrestling	25 Aug.	VNSGU selection at Bardoli. Singhe Suraj and Farukh Sheikh were selected in the University team.
38	Handball	12 Sept.	VNSGU team selection at Surat. Priyanka Solanki, Thakor Mohini were selected.
39	Kho- Kho	21 Oct.	VNSGU inter college selection at Rajpipla. Alpita Chaudhari and Govind Desai selected as stand by.
40	Volleyball	2-3 Jan.	Inter college selection for VNSGU team at Sabargam. Pathan Akram selected as stand by player.
41	Tekwendo	6 Jan.	VNSGU selection at Bardoli Pathan Mohammad Juned selected in the university team.
42	Handball	28 Jan.	VNSGU selection at Bharuch Niroj Sharma selected.
43	Weight Lifting	29 -30 Jan.	University selection round at Navasari. Pinal Patel was selected.
44	Cricket	29 Jan.	Our team reached upto Quarter final round in 'A Zone' tournament.
45	Judo	4 Feb.	Inter college selection at Bardoli. <ul style="list-style-type: none"> <li>• Drashti Raval was selected and she got <b>Gold medal</b> at Gujarat Khel Mahakumbh.</li> </ul>
46	SES Sports Tournament	5-8 March	<ul style="list-style-type: none"> <li>• Shalom David – Badminton (Man)</li> <li>• Niroj Sharma – Championship Trophy.</li> <li>• Amit Tiwari - Championship Trophy.</li> <li>• Pankaj Makode - Championship Trophy.</li> </ul> Volleyball (Man) Champion Trophy Volleyball (Women) Runners Up Trophy.
47	Athletics		University Sports Day. <ul style="list-style-type: none"> <li>• Shot-put – <b>Gold medal</b></li> <li>• Discus Throw- <b>Silver medal</b></li> <li>• Hammer Throw – <b>Bronze medal</b></li> <li>• Juvenile Throw – <b>Bronze medal</b></li> </ul>

			<ul style="list-style-type: none"> <li>• Boxing – <b>Bronze medal</b></li> <li>• Relay Race (4x100) women- <b>Silver medal.</b></li> </ul>
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### ACHIEVEMENT IN CULTURAL ACTIVITIES

•Year 2009 - 10			
No.	Cultural Activity	Date	Participation and Achievements
1	Drawing Competition	22 -23 Dec	<ul style="list-style-type: none"> <li>• Anjariya Piyush – <b>1<sup>st</sup> Prize.</b></li> <li>• Ghadiyali Hinal – <b>2<sup>nd</sup> Prize</b></li> <li>• Sanghvi Vrushti – <b>3<sup>rd</sup> Prize.</b></li> </ul>
2	Rangoli Competition	22 -23 Dec	<ul style="list-style-type: none"> <li>• Ballar Jagruti – <b>1<sup>st</sup> Prize</b></li> <li>• Adly Laxmi – <b>2<sup>nd</sup> Prize</b></li> <li>• Patel Mayuri – <b>3<sup>rd</sup> Prize</b></li> </ul>
3	Mehndi Competition	22 -23 Dec	<ul style="list-style-type: none"> <li>• Patel Sapna – <b>1<sup>st</sup> Prize</b></li> <li>• Ballar Jagruti – <b>2<sup>nd</sup> Prize</b></li> <li>• Adly Laxmi and Patel Ankita - <b>3<sup>rd</sup> Prize</b></li> </ul>
4	Classroom Decoration	22 -23 Dec	<ul style="list-style-type: none"> <li>• T.Y.B.A. (Sanskrit) – <b>1<sup>st</sup> Prize</b></li> <li>• T.Y.B.A. (Economics) <b>2<sup>nd</sup> Prize</b></li> <li>• T.Y.B.A.(Psychology) – <b>3<sup>rd</sup> Prize</b></li> </ul>
5	Youth Festival	7-8-9 Jan	<p>Our College Participated in 37<sup>th</sup> Youth Festival College, at VNSGU.</p> <p>Students from our college participated in various competitions likes – Group Song competition, Garba, Classical Dance, Drawing competition, Poetry Recitation, Novel Writing and Poetry completion.</p> <ul style="list-style-type: none"> <li>• Piyush Anjiriya got Consolation prize and Rashmi Jha won the 3<sup>rd</sup> Prize</li> <li>• Piyush Anjiriya represented our college at state level in various activities.</li> </ul>
•Year 2010 -11			
6	Youth Festival	23,24,25 Dec	<p>Our College Participated in 38<sup>th</sup> Youth Festival at VNSGU. Our college participated in various competitions like Students from our college participated in various competitions likes – Group Song competition, Garba, Classical Dance, Drawing competition, Poetry Recitation, Novel Writing and Poetry completion. Our college won consolation prize in Group Song competition. Palak Kansara won 3<sup>rd</sup> prize in Poetry Recitation.</p>
•Year 2011 -12			
7	Drawing competition	30 July	<ul style="list-style-type: none"> <li>• Chaudhari Ashish – <b>1<sup>st</sup> Prize.</b></li> <li>• Borda Bhumika – <b>2<sup>nd</sup> Prize</b></li> <li>• Parmar Sandhya – <b>3<sup>rd</sup> Prize</b></li> </ul>
8	Youth Festival.		<p>Our College Participated in 39<sup>th</sup> Youth Festival at VNSGU. Our college participated in various</p>

			<p>competitions like Students from our college participated in various competitions likes – Group Song competition, Garba, Classical Dance, Drawing competition, Poetry Recitation, Novel Writing and Poetry completion, Mono Acting, Dance.</p> <ul style="list-style-type: none"> <li>• Tanvi Modi – <b>1<sup>st</sup> Prize</b> in Novel Writing</li> <li>• Denish Jariwala – <b>1<sup>st</sup> Prize</b> in Poetry Completion.</li> <li>• Tabrez Chaudhari – <b>3<sup>rd</sup> Prize</b> in Solo acting.</li> </ul>
<b>•Year 2012 -13</b>			
9	Youth Festival	17 , 18, 19 Dec	<p>Our College Participated in 38<sup>th</sup> Youth Festival at VNSGU. Our college participated in various competitions like Students from our college participated in various competitions likes – Group Song competition, Garba, Classical Dance, Drawing competition, Poetry Recitation, Novel Writing and Poetry completion, Mono acting and one act play.</p> <ul style="list-style-type: none"> <li>• Denish Jariwala (S.Y.B.A) – <b>1<sup>st</sup> Prize Poetry</b> completion.</li> <li>• Sanklap Kulkarni (T.Y.B.A) – <b>2<sup>nd</sup> Prize</b> in One Act play.</li> <li>• Kinjal Ankleshwariya (S.Y.B.A.) – <b>3<sup>rd</sup> Prize</b> Classical Dance.</li> <li>• Sankalp Kulkarni nominated as a ‘Best Actor’.</li> </ul>
10			<p>Various cultural activities like Folk Dance, Poetry Recitation, Patriotic song, Sword fencing, Enactment of Shakespeare’s play ‘Hemlet’.</p>

### ACADEMIC AND LITERARY ACHIEVEMENTS

<b>•Year 2009 -10</b>			
No.	Activities	Date	Participation and Achievements
1	Godiwala elocution competition		<ul style="list-style-type: none"> <li>• Shri Gowswami Lalagira (M.A.-2) – <b>1<sup>st</sup> Prize</b></li> <li>• Jha Rashmi (M.A.-2) – <b>2<sup>nd</sup> Prize</b></li> <li>• Sanghvi Vrushti (T.Y.B.A.) – <b>3<sup>rd</sup> Prize.</b></li> </ul>
2	Essay Writing competition		<p>Our college held Essay writing competition from Guajarat Govt. Information Center.</p> <ul style="list-style-type: none"> <li>• Tanvi Modi (F.Y.B.A) – <b>1<sup>st</sup> Prize</b></li> <li>• Jayna Chaudhri (T.Y.B.A.) – <b>2<sup>nd</sup> Prize.</b></li> </ul>

		<ul style="list-style-type: none"> <li>• Rajendra Patil (S.Y.B.A.) – <b>3<sup>rd</sup> Prize.</b></li> </ul> <p>Our College participated in State level essay writing competition organized by UNIC and SRCM. Palak Pandya (M.A.-1) – <b>1<sup>st</sup> Prize.</b></p> <p>Lt. Kulin Smruti Inter college Esaaay Writing competition held in our college.</p> <ul style="list-style-type: none"> <li>• Tanvi Modi – <b>2<sup>nd</sup> Prize.</b></li> </ul>
3	Elocution Competition	<p>Our college students participated in Lt. Gomtiben Ghanshyam Ojha Inter college competition.</p> <ul style="list-style-type: none"> <li>• Dhwani Shukla – <b>3<sup>rd</sup> Prize.</b></li> <li>• Dhwani Shukla won the <b>2008-09 Sarvajanik Vidhyasadhak Award.</b></li> </ul> <p>Hitesh Rajgor (M.A.-2) won <b>2<sup>nd</sup></b> prize in Inter college Elcoqution competition held at Dharukawala Arts College.</p> <p>Elocution Competition organized by L.I.C.(Suart) at our college,</p> <ul style="list-style-type: none"> <li>• Rashmi Jha won the <b>1<sup>st</sup> prize.</b></li> <li>• Bhumika Trivedi <b>2<sup>nd</sup> prize.</b></li> </ul>
4	Story Writing Competition	<p>Inter college Story Writing competition held at Navyug Arts College.</p> <ul style="list-style-type: none"> <li>• Tanvi Modi (F.Y.B.A.) – <b>3<sup>rd</sup> prize.</b></li> </ul>
<b>•Year 2010-11</b>		
5	Elocution competition	<p>Our college held Godiwala elocution competition.</p> <ul style="list-style-type: none"> <li>• Bhumika Trivedi – <b>1<sup>st</sup> Prize.</b></li> <li>• Palak Kansara – <b>2<sup>nd</sup> Prize.</b></li> <li>• Krushna Solanki – <b>3<sup>rd</sup> Prize.</b></li> </ul> <p>Our college students participated in Lt. Gomti ben Ghanshayam Ojha Inter college</p>

			<p>elocution competition.</p> <ul style="list-style-type: none"> <li>• Bhumika Trivedi (F.Y.) won <b>1<sup>st</sup> prize</b> in JCI Inter college elocution competition held at P.T.Mahila College.</li> <li>• Palak Kansara won <b>2<sup>nd</sup> Prize</b> in State level Elocution competition organized by Swarnim Gujarat VNSGU, <b>3<sup>rd</sup> Prize</b> in Poetry recitation in Youth Festival at VNSGU, <b>2<sup>nd</sup> Prize</b> in Elocution competition held at Wadia Women's college.</li> </ul>
6	Essay Writing Competition		<p>Our College student participated in Kulin Smruti Competition, Tanvi Modi – <b>1<sup>st</sup> Prize</b>. – ‘Vanche Gujarat’ Essay writing competition organized at Bardoli Dist. won <b>1<sup>st</sup> Prize</b>.</p>
<b>•Year 2011- 12</b>			
7	Elocution Competition		<p>Our college held Godiwala elocution competition,</p> <ul style="list-style-type: none"> <li>• Palak Kansara (S.Y.B.A.) – <b>1<sup>st</sup> Prize</b>, Kokawala Nazneen (F.Y.B.A.) – <b>2<sup>nd</sup> Prize</b>.</li> <li>• Valand Khushbu (T.Y.B.A.) - <b>3<sup>rd</sup> Prize</b>.</li> </ul> <p>Our college students participated in Lt. Gomti ben Ghanshayam Ojha Inter college elocution competition, Kokawala Naazneen – <b>3<sup>rd</sup> Prize</b>.</p>
8	Poster Making Competition		<ul style="list-style-type: none"> <li>• Ashih Chaudhari (F.Y.B.A) – <b>1<sup>st</sup> Prize</b>.</li> <li>• Sandhya Parmar (S.Y.B.A.) – <b>2<sup>nd</sup> Prize</b>.</li> </ul>
9	Novel Writing Competition		<p>Modi Tanvi won the <b>1<sup>st</sup> Prize</b> in Novel Writing Competition in Youth Festival at VNSGU.</p>
10	Poetry Recitation		<p>Palak Kansara achieved <b>2<sup>nd</sup> place</b> at District Level, Zonal</p>

			Level and State Level in Poetry Competition organized by Saptdhara.
11	Mono Acting Competition		Sankalp Kulkarni won <b>1<sup>st</sup> Prize</b> in Inter college Mono Acting competition organized by SCOPA. Sankalp Kulkarni participated in Inter college Mono acting competition and won <b>2<sup>nd</sup> Prize</b> .
11	Mehndi Competition		Ballar Jagruti (T.Y.B.A) won <b>1<sup>st</sup> Prize</b> in Inter college Mehndi competition organized by Amroli College.
12	Essay Writing		Our College student participated in All India Essay Writing competition organized by Shri Ramchandra Mission. Under State Government's various Development programs, Essay writing completion on Public Awareness topic was held. <ul style="list-style-type: none"> <li>• Tanvi Modi(T.Y.B.A.) - <b>1<sup>st</sup> Prize</b>.</li> <li>• Bharodia Krishna (S.Y.B.A) -<b>2<sup>nd</sup> Prize</b>, Patel Devang -<b>3<sup>rd</sup> Prize</b>.</li> </ul>
<b>•Year 2012 -13</b>			
13	Elocution Competition		Our college held Godiwala elocution competition. Palak Kansara (T.Y.B.A.) - <b>1<sup>st</sup> Prize</b> . Naazneen Kokawala (S.Y.B.A.) – <b>2<sup>nd</sup> Prize</b> . Shree Kanhiyaji (M.A.) <b>3<sup>rd</sup> Prize</b> . Gomti ben Ghanshayam Ojha Inter college elocution competition, Naazneen Kokawala (S.Y.B.A.) – <b>3<sup>rd</sup> Prize</b> ,
14	National Examination		Our 116 college student participated in Examination on Indian culture -2012 organized by 'Shantikunj' – Haridwar. (F.Y.B.A.) – Dangar Pravin – <b>1<sup>st</sup></b> , Vaisya Manisha – <b>2<sup>nd</sup></b> , Ahire Bahgwati – <b>3<sup>rd</sup></b> , (T.Y.B.A.) – Pathan Nashrin –

			1 <sup>st</sup> , Pathan Sahin – 2 <sup>nd</sup> , Joshi Shivani – 3 <sup>rd</sup> , (M.A.) Parmar Manisha – 1 <sup>st</sup> , Bhavsar Ekta - 2 <sup>nd</sup> , Thakor Kanhiyaji – 3 <sup>rd</sup> were awarded with trophies.
15	Street Play	3 Feb 2013	Our college students' team participated in Street Play competition organized Eegraited Minds and Sarvjanik Education Society
16	Mehndi Competition		Our college's student Gamit Deepika won 3 <sup>rd</sup> Prize in Arabic Mehndi contest of Inter college Mehndi Competition organized by K.P. Commerce college.
17	Poster Making competition		Our college's student Ashih Chaudhari participated and achieved 2 <sup>nd</sup> Prize.
18	Essay Writing Competition		Our college students participated in Essay Writing competition in Lt. Kulin Smruti Inter college Essay writing competition.

### NCC ACTIVITIES AND ACHIEVEMENTS

•Year 2009-10			
No.	Activity	Date	Achievements and Participation
1	Republic Day Parade	1-1-09 to 30-01-09	Our college's student, Mevada Chirag participated in Republic Day Camp at Delhi.
2	Annual Training Camp	23-05-09 to 31-01-09	20 NCC Cadets of our college participated in Combined Annual Training Camp at Bharuch. Mevada Chirag achieved Gold Medal in this camp.
3	Cross Country		Shiekh Ezaaz participated in Cross Country in achieved Gold Medal. Aware Vijay and Kriti won Gold Medal for Guard of Honor.
4	Tree Plantation	11-08-09	NCC Cadets Participated in Tree plantation.

5	Trekking camp	1-09-09 to 14-09-09	NCC Cadets participated in All India Trekking Camp at Dehradun, Uttrakhand. 3 NCC cadets of 5 Guj BN NCC cadets won <b>1<sup>st</sup> Prize</b> .
6	C.A.T.C. camp (Bharuch)	23-10-09 to 1-11-09	24 NCC cadets participated in C.A.T.C. camp at Bharuch. NCC cadet Rabari Ishwar achieved Best Platoon Commander cup, Raval Mukesh won <b>Bronze Medal</b> in Firing, Jignesh Umrigar won <b>Silver Medal</b> in Crisscross.
7	C.A.T.C. camp (Baroda)	31-07-09 to 9-08-09	NCC cadets Girls participated in CATC camp organized at IPCL, Baroda. 5 NCC cadets (Girls) achieved Gold Medals in 'Guard of Honor'.  CDT Haidpara Dhara achieved Silver medal in Platoon Commander.
8	Perajumping Camp	01-11-09 to 27-11-09	NCC cadet SGT Shiekh Ejaaz was selected for Perajumping Camp organized at Agra.
9	Republic Day Camp	04-11-09 to 13-11-09	4 NCC Cadets participated in Republic Day Camp at Baroda.
10	NCC Day	22-11-09	NCC cadets were honored with 'Guard of Honor' by colonel T.K.Paul. 8 NCC cadets also organized Blood Donation Camp on this camp.
11	Thal Sena Camp	22-08-09 to 26-08-09	NCC cadets (Girls) participated in TSC at Fatehganj, Baroda.
12	Pre. RDC Camp -1	04-11-09 to 14-11-09	4 NCC cadets (Girls) participated in Pre. RDC Camp – 1 organized at IPCL ground Baroda.
13	Pre. RDC Camp - 2	15-11-09 to 24-11-09	4 NCC cadets (Girls) participated in Pre. RDC Camp – 1 organized at IPCL ground Baroda.



14	Republic Day Parade	26-01-2010	NCC cadets (Girls) participated in Republic Day Parade at Police Parade Ground, and participated and achieved <b>1<sup>st</sup> Prize</b> in Drill Competition.
<b>•Year 2010 -11</b>			
15	Republic Day Parade	01-01-10 to 30-01-10	NCC cadet JUO Lathiya Jayveer participated in Republic Day Camp (RDC), Delhi.
16	Pre PRDC Camp	12-09-10 to 21-09-10	4 NCC Cadets participated in Pre PRDC Camp -1.
17	Pre PRDC Camp	23-09-10 to 02-10-10	S.G.T. Kher Sanjay participated in Pre PRDC Camp.
18	All India Pera-Jumping Camp	03-11-09 to 26-11-09	Sheikh Ejaaz selected and participated in All INDIA PERAJUMPING CAMP organized at Agra.
19	Annual Training Camp	26-05-10 to 15-05-10	9 NCC cadets participated and won 8 Gold Medals in Annual Training Camp. Organized at Nahiyar.
20	NCC Camp	1-12-10 to 21-12-10	Various activities were organized at NCC camp, Waghai. NCC cadets participated in this camp.
21	Army Attachment Camp	13-12-10 to 25-12-10	NCC cadets participated in Army Attachment Camp organized at Chiloda Village, Gandhinagar.
22	All India Trekking Camp.	11-05-10 to 23-05-10	Cadet Desai Daxa was selected in All India Trekking Camp organized at Nilgiri, Tamil Nadu.

23	Punjab Trekking Camp	10-06-10 to 23-06-10	4 NCC Cadets (Girls) participated in Punjab Trekking Camp organized at Pathannur, Punjab Trekking Camp.
24	Tree Plantation	2-7-10	6 Guj Girls BN NCC cadets (Girls) participated in Tree Plantation program organized at Dharukawala college.
25	Rehabilitation Rally	26 -6-10	Rehabilitation Rally was organized by 5 Guj. Girls BN, NCC Cadets (Girls).
26	CATC	2-8-10 to 11-8-10	NCC Cadets (Girls) participated and achieved several Silver medals in various competitions in CATC organized at IPCL ground, Baroda.
27	TSC - Pre IGC -1	14-08-10 to 23-08-10	NCC cadets Girls selected in TSC – Pre IGC – 1 organized at Kadi, Ahmedabad.
28	OTA Camp	21-09-10 to 21-12-10	2 NCC Cadets were selected for OTA Camp organized at Chennai.
<b>•Year 2011 -12</b>			
29	Republic Day Pared	1-1-12 to 31-1-12	4 NCC Cadets of our college participated and Republic Day Pared at Delhi.
30	Trekking Camp	25-9-11 to 15-10-12	5 NCC Cadets of our college participated in All India Utrakhand Choubatiya to Nanital Trekking Camp
31	Army Attachment Camp	5-9-11 to 17-9-11	14 NCC Cadets of our college participated in Army Attachment Camp.
32	Annual Training Camp	11-10-11 to 20-10-11	29 NCC CDT'S (Boys) Participated in Annual Training Camp. SUO Chautilya Abhishek (Camp Captain) achieved Gold medal. NCC Cadets participated in Table Drill and achieved <b>Gold medal.</b>
33	Swarnim Gujarat Seminar	21-04-12	15 NCC Cadets (Girls) participated in 'Gyanshakti, Yuvashakti, ane Vikas – Swarnim Gujarat Seminar.
34	My Earth My Day Rally	28-04-11	NCC Cadets of 6 Guj Girls BN participated in this rally.
35	Anti Drugs Day	26-06-	NCC Cadets (Girls) participated in this rally.

	Rally	11	SUO Jinwala Jenny won 1 <sup>st</sup> Prize.
36	SNIC	11-7-11 to 22-7-11	SUO Joshi Shivani selected for the SNIC organized at Leh.
37	Army Attachment Camp.	18-02-11 to 12-8-11	Army Attachment Camp was organized at Dhangrdhra. <ul style="list-style-type: none"> <li>• SUO Jinwala Jenny selected as '<b>Most Promising Cadet</b>'.</li> <li>• JUO Patel Hiral selected as '<b>Best Player</b>' in Volleyball competition.</li> </ul>
38	RDC Camp	21-12-11 to 29-12-11	RDC Camp was organized at Delhi. <ul style="list-style-type: none"> <li>• SUO Joshi Shivani participated and won <b>Silver medal</b>.</li> </ul>
39	CATC	3-11-11 to 12-11-11	11 NCC Cadets (Girls) participated in CATC organized at Fatejganj, Baroda. <ul style="list-style-type: none"> <li>• SUO Jinwala Jenny – <b>Gold medal</b> as Camp Senior.</li> <li>• Gupta Nandini – <b>Gold medal</b> in Table Drill.</li> </ul>
40	CATC	14-2-12 to 23-2-12	24 NCC Cadets (Girls) participated in CATC, Bharuch. Bhatt Kalapini – <b>Silver Medal</b> in Solo Dance, <b>2<sup>nd</sup> Prize</b> in Group Dance, <b>3<sup>rd</sup></b> in Group Song, <b>3<sup>rd</sup></b> in Drill and <b>3<sup>rd</sup></b> in Tug of War.
<b>•Year 2012-13</b>			
41	Republic Day Parade	1-1-13 to 31-1-13	CET Renushe Kailashe selected for the Republic Day Parade and achieved PM Rally Award at Delhi.
42	Annual Training Camp	28-7-12 to 6-8-12	33 NCC Cadets participated in Annual Training Camp organized at Ghaludi, Suart.
43	Army Attachment Camp	3-9-12 to 15-9-12	14 NCC cadets participated in Army Attachment Camp at Jamnagar
44	Thal Sena Camp	28-7-12 to 6-8-12	NCC Cadets participated in TSC (Thal Sena Camp) organized at Ghaludi, Suart. CDT Vaghasiya Hardik achieved 2 <sup>nd</sup> rank in Firing, 3 <sup>rd</sup> rank in Optical, selected as best cadet and also participated in cultural programme at Delhi.
45	CATC	27-8-12 to 5-9-12	NCC Cadets (Girls) participated in various activities in CATC. <ul style="list-style-type: none"> <li>• CTD Parmar Shweta – <b>Gold Medal</b> in Table Drill</li> <li>• CDT Mistry Nisha – <b>Gold Medal</b> in Table Drill.</li> <li>• CDT Chotliya Jalpa – <b>Silver Medal</b> in Firing.</li> </ul>

46	Basic Leadership Camp	1-11-12 to 10-10-10	JUO Gupta Nandini selected in BLC, Kanpur.
47	CATC	19-11-12 to 28-11-12	NCC Cadets (Girls) of our college participated in various competition in CATC, organized at Amroli college. <ul style="list-style-type: none"> <li>• SUO Bhatt Kalapini – <b>Gold Medal</b> in Solo Dance</li> <li>• JUO Gupta Nandini- <b>Gold Medal</b> in Guard of Honor.</li> <li>• SGT Solanki Poonam – <b>Gold Medal</b> in Guard of Honor.</li> <li>• CDT Mallik Samya – <b>Silver Medal</b> in Public Speech.</li> <li>• RDC and SUO Joshi Shivani awarded as <b>‘Best Cadet of the Year’</b>.</li> </ul>

**5.3.3 How does College seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?**

Through our meetings like Local Administrative Committee and that of Alumni Association we get informal feedback from the employers and post-graduates respectively, and thereby our come to know weaknesses and avenues for further improvement.

**5.3.4 How does the College involve and encourage students to publish materials like catalogues, wall magazines, College magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.**

Our college enjoys a rich tradition of publishing the college Annual Magazine every year since decades. We had launched wall magazines also. The students are encouraged to contribute to it. We have class room display boards for their creativity; the students do come forward with their poems, short articles, creative art, sketches etc. For Annual Magazine ‘Sarvajankam’ we invite creative and critical writings from them. We also select some items from wall magazine and class room display boards. During the last four years we published 42 poems, 10

articles, 5 stories written by the students, and 28 study articles by professors are as under;

**MATERIALS PUBLISHED IN THE COLLEGE MAGAZINE.**

Year	Poems			Articles			Stories	Study articles by Faculty			Total
	Guj.	Hindi	Eng.	Guj.	Hindi	Eng.		Guj.	Hindi	Eng.	
2009-10	8	2	-	1	-	-	2	5	-	4	22
2010-11	5	6	2	2	1	1	1	4	3	-	25
2011-12	7	3	2	2	-	-	2	5	1	-	22
2012-13	7	-	-	1	1	1	1	4	1	1	17
<b>Total</b>	<b>27</b>	<b>11</b>	<b>4</b>	<b>6</b>	<b>2</b>	<b>2</b>	<b>6</b>	<b>18</b>	<b>5</b>	<b>1</b>	<b>86</b>

**5.3.5 Does the College have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.**

Our college has a Students' Council. It's an elected body, represented by Class Representatives (C.R.) and Ladies Representatives (L.R.) two from each division. The election is conducted as per the rules laid down by the university. When all the admissions are complete and classes are started, the Students' Council election is declared. The nominations are invited from the desirous students by filling in the 'Candidate Forms' along with the names / signatures of two of their supports. Every detail, birth date, roll number etc. must be very carefully filled in. Any lapse may lead to cancel the form. The form verification committee examines each form meticulously to avoid any legal complication or students' dissatisfaction. They are also given time to withdraw the form, if any student wants to do so; then the final list of candidates is declared and ballot papers are printed accordingly.

On the day of election the students sit in their respective divisions peacefully and the staffs on duty manage the voting procedure. They explain well how to cast a vote, rules of cancellation of vote etc. prior to commencement of voting. The voting is conducted in an amicable manner. No agitation or quarrel has been reported so far. The counting of votes is done before the candidates in that very class and the result is declared.

After an hour all the elected CR, LR gathers in a room for the selection/election of the General Secretary (G.S.) of the college. There is an excitement in the air and on the ground. The names are invited for the G.S. If all of them select their G.S. unanimously there's no election. But this does not

happen. The names are more than one. So election is held by writing the name of the G.S. candidate in a chit. By counting majority, the winning candidate is declared as the G.S. of the Student Council. He immediately makes a polite and thankful speech. Then various activity committees are formed with the help of elected C.R., L.R. They can select their committee. The council may co – opt some members who are clever and interested or achievers in specific activities, even if they are not elected by the class. Lastly the principal delivers his speech to bless and guide the Council. The various activities the council will perform are;

- Gymkhana committee
- Cultural committee
- Literary and Debating committee
- Educational Tour committee
- Planning Forum
- Magazine committee
- Finance committee.

The committees are headed by faculty members, there's one student – secretary and three or four are student members. The Principal is the president of the Students' Council.

### **5.3.6 Give details of various academic and administrative bodies that have student representatives on them.**

**As mentioned in the last part of 5.3.5**

### **5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution.**

It's a long and healthy tradition of our century old college that, we always remain in live contact with the learned and scholarly teachers of the past. We send them our annual college magazine to enable them to know various academic and co –curricular activities of the college. When we organize any seminar or national / international conferences we invite them to chair some sessions and to deliver key note address. Dr. R.G.Oza was invited to conduct some sessions on 'Literary Criticism' for T.Y.B.A. students. Dr. V.C.Patel (Sanskrit) was made president of a function of P.G. Sanskrit Lectures. Our P.G. Departments of Gujarati, Hindi officially invites Dr. Vijay Shastri, Dr. Vasanttrao Jadhav, and our past faculty, as visiting faculty. They happened to be

our alumni also. Even they are collaborating with us in other activities of the college also. Our Computer training and Spoken English classes are also conducted by our alumni.

**CRITERION VI:  
GOVERNANCE, LEADERSHIP AND MANAGEMENT**

**6.1 Institutional Vision and Leadership**

**6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?**

**VISION and MISSION :**

- To serve the educational needs of the society at large
- To contribute in the effort of humanity to emerge from the darkness of ignorance into the light of knowledge
- To illumine the path of civilization and cultural journey by progression of knowledge and advancement of learning
- To enable all the classes of society to have the privilege of higher education beyond the barriers of caste, creed and gender
- To create and maintain the relevance of humanities and social sciences in the present scenario of science and technology

**GOALS and OBJECTIVES :**

- To impart under graduate and post graduate instruction in the faculty of arts
- To provide quality education at a reasonable cost
- To spread education among the common people
- To enable scholars to carry out research in the subject of arts particularly in the field of oriental and indo-centric studies
- To disseminate knowledge in society at large to promote social, economic and cultural development by means of extension services

**6.1.2 What is the role of top Management, Principal and Faculty in design and implementation of its quality policy and plans?**

Sarvajanic Education Society functions as the top management through various committees and sections, to run different institutions smoothly. Its Local Administrative Committee, which includes our Principal and representative Faculty, looks after the quality policy



matter, its planning, designing and implementation. Its meeting is convened once in three months to discuss and decide contemporary matters and issues of administration. It envisages the areas of progress, and their viability, discusses problems if any and supervises the current activities. The college also reports its achievements to be published in the Society's News Letter and college magazines. The Executive committee members visit our college to monitor various facilities and activities. It also supervises the utilization of various grants in mainting quality, education and providing physical facilities of the college.

### **6.1.3 What is the involvement of the leadership in ensuring:**

- 1) The policy statements and action plans for fulfillment of the stated mission**
  - 2) Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan**
  - 3) Interaction with stakeholders**
  - 4) Proper support for policy and planning through need analysis ,research inputs and consultations with the stakeholders**
  - 5) Reinforcing the culture of excellence**
- 
- 1) **The policy statements and action plans**, devised by the leadership reflect the mission well. Various activates, both academic and co-curricular are planned and implemented by specific committees headed by professors. Academic calendar is made for all major actions in consultation with the leadership and the stakeholders. The leadership ensures from time to time that excellence is maintained, and it guides if any organizational change is required.
  - 2) **The plans and Academic Calendar** are attached in Appendix.
  - 3) We have Public Announcement System and CCTV camera to instruct and observe students. We convene induction meeting, staff meeting, parents and Alumni meetings, Local Advisory Meeting etc. to conduct **interaction with our stakeholders**.
  - 4) We invite suggestions, opinions and **active participation of our stakeholders** in policy matters and planning through various committees. Suggestions are invited from students' council, faculty members through meetings conducted from time to time. LAC members become part of our all the major events.

- 5) To induce **culture of excellence** we arrange experts' lectures invite top alumni and other celebrities, who give necessary guidance and motivation to students.

**6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?**

The Principal conducts staff meetings or the meeting of the Heads of the Department to monitor and to motivate their respective functions. He assigns duties to faculty member to observe the implementation of policies and plans of the institute.

**6.1.5 Give details of the academic leadership provided to the faculty by the top management?**

The top managements, appoint Local Administrative Committee and Campus Director to provide academic leadership to the faculty by assigning them various functions according to their potential.

eg. Collection of data and editing of society's news letter; publication of souvenir, arrangement of seminars, workshops, tournaments etc. the top management sees to it that the entire scenario functions smoothly and effectively.

**6.1.6 How does the institution groom leadership at various levels?**

The College conducts various activities – curricular, co-curricular and extra-curricular(Community Services). We elect Class Representatives, Ladies Representative as student leaders, under the General Secretary. They have been given chance to work under different activity-committees according to their interests. The concerned professors guide them well. NCC, NSS units also select their student leaders and assign them various tasks to be done in groups. Camps give them ample chance to prove their leadership qualities. Cultural and academic events are also organized with the help of student leaders. They are being trained, thus, to conduct all the activities on their own.

**6.1.7 How does the College delegate authority and provide operational autonomy to the departments/ units of the institution and work towards decentralized governance system?**

All the Heads of the Department have been delegated authority to manage the departmental matters related to allotment of papers to be taught and answer books to be assessed, paper to be drawn, books or study aids to be purchased, time-table to be set etc. The top authority or the Principal plays the role of an invigilator or facilitator to it. Other units like NCC, NSS, Gymkhana, office, library also have been given operational autonomy to make the system of governance de-centralized. All the units clearly understand their duties and function accordingly. They also can take minor decisions at their level to run their unit smoothly. Despite this operational autonomy of action, the principal does guide them and streamline their efforts.

**6.1.8 Does the Institute promote a culture of participative management? If 'yes', indicate the levels of participative management.**

The College does promote a culture of participative or co-operative management. Though all the departments and activity units work independently, there has been a sense of co-operation and participation among them at times when the need arises. The major events like – organizing international / national seminars, sports tournaments, celebration of national festivals, students council election, Annual Day celebration, etc. blur the departmental distinctions and a culture of participative management or a harmony of efforts prevail. At the students level, the council members participate as the vice-chairmen of all the activity committees of the college. In the same way, the NCC/NSS volunteers offer concrete participation in all the programmes in and off the campus.

**6.2 Strategy Development and Deployment**

**6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?**

Yes, the statement of our vision and mission reflects our quality policy.

The Sarvajani Education Society, the top-management has devised the quality policy that higher education in the faculty of Arts be imparted to common people at an affordable fees when there were few colleges in South Gujarat. It emphasizes the research work in the field of oriental and Indocentric studies which ultimately leads to teaching, learning of quality. The management had always strove to appoint excellent teachers for quality teaching and as such our college had galaxy of stalwart teachers in almost all subjects. Moreover, presently, the college has been equipped with e-gadgets for effective class-room teaching. The top-management and the principal review the policy from time to time, and inspire the staffers to pursue academic excellence by organizing national, international seminars and by sending them outside to participate the same. Necessary infrastructural requirements, including computer, laptop with internet facility are provided to faculty such facility is available for the students in the library. The institution supports the faculty to avail the benefit of various UGC schemes for faculty developments to purchase new books and journals. As far as reviewing is concerned, we publish the reports of all our activities in the Annual College Magazine, and sent the reports to different agencies like University, KCG, IQAC etc.

**6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.**

With the CPE award our college has planned to uplift the present standard of teaching and learning. Installation of e-gadgets, class-room library, updation of software used in the office and in the library, creation of a well-equipped seminar-hall, improvement in Gymkhana facilities, purchasing of necessary things for various activities etc. have been implemented. Various committees, that include students representation, execute short-term planning and suggest for long-term planning in the interest of the institution. The Heads of the Departments represent the respective academic units and participate in the process of planning. The Principal, and the staff representative represent the needs of the institution in the Local Administrative Committee. For the improvement of academic and infrastructural facility, we present our plans of development, to the UGC, as a result of which we receive healthy sum of amount and have been able to implement the same.

### **6.2.3 Describe the internal organizational structure and decision making processes.**

Our internal organizational structure is set up democratically, which is headed by the Principal; who solicits the interest and experienced expertise of individuals to form various activity committees. The head selects the students who are interested in specific activities, and form various activity committees. The formation of these committees takes place after the election of the students council. The Principal gives general guideline in the first meeting prior to separate meetings of each committee. They take decisions democratically. The Principal arranges staff meetings to discuss various issues of the institution. After a thorough discussion, decisions are taken. Other committees are also formed to implement those decisions practically, if found necessary.

### **6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following:**

#### **▪ Teaching and Learning :**

We conducted Remedial coaching classes for the weaker students to improve their performance. SC/ST and minority students also took its major advantage. We have implemented Choice Based Credit System (CBCS) devised by the university, where students get more choices to select their learning options. Under CPE award we installed e-gadgets screen-projector, sound system in the class rooms. The laptops are given to Heads of the Departments for record keeping and smooth functioning of the department. Computer with internet is available in the library for the students. We invite creative writers and scholars of the respective subjects to provide rich exposure to the faculty and students.

#### **▪ Research and Development :**

The faculty members are encouraged to take part more and more in research work. UGC Minor and Major research projects have been taken up and completed during the last three years. One Minor Project is going on in the current year. They take part in conferences, seminar of national, international levels and present research papers, get them published. Many of our faculty members contribute to publish reference books as well as text books for the students. Some of our faculty members are renowned scholars who have published the books of national rapute.

▪ **Community Engagements :**

Through NSS/NCC activity we connect our students to the community services, like annual camps in villages, cleanliness campaign, blood donation, AIDS awareness rallies, services as volunteers at public functions, door-to-door campaign for collection for books etc. provide the students ample scope for community engagements.

Our Psychology department is consistently associated with various social services like, counseling to patients in the Civil-hospital, helping mentally disabled children, treating the Dyslexia affected children etc. They also run telephonic helpline for the parents and students appearing for the Board Exams.

▪ **Human Resource Management :**

Once again NSS/NCC camps and annual activities provide chance to the students to manage human resources. They are sent to the villages to select the camp site, meet the sarpanch or village leaders to plan out various activities. The student leaders also manage to get work done under different committees on and off campus. They manage volunteer service when we organize national, international conferences seminars or debates etc. in our college. This helps them to develop leadership quality and human resource management which turns out to be very useful to them in future.

During the natural calamities like flood and plague our students have manually worked hard with the college staff.

**6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?**

The head of the institution holds review meetings to get information from and to give guidance to various committees. In addition to this, he remains present in some cases to get ground-realities. The heads of the committees and departments or units of NSS/NCC, Keep him informed of various activities going on in the college. The Local Administration Committee also given information of the same to review the matter.

**6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?**

The Management very well understand that institutional processes can effectively be carried out if the staff is motivated. So to encourage the achievers and outstanding performers the Society (SES, The Management) has instituted ‘**Sarvajanik Shikshan Ratna Award**’ for the teachers, and ‘**Sarvajanik Vidyasadhak Award**’ for the students. Two of our senior professors Dr. V. C. Patel (Retd.), Dr. R. T. Bhatt and two of our students – Dhvani Shukla and Rashmi Jha have been awarded **Sarvajanik Vidyasadhak Award** by our management. Having been encouraged by such felicitation, the staff exhibit renewed commitment in the discharge of their duties, which ultimately benefits the progress of the institution.

**6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.**

Last year, the Management Council (Local Administrative Committee, in our case) has made the following resolutions; and most of them have been fulfilled :

- To renovate the central hall by its face-lifting with CPE Grant.
  - ▶ It has been done by the end of the year. Now we arrange all our group activities in the renovated hall.
- To convert room No. 11 into a Seminar Hall with CPE Grant in part.
  - ▶ The work is in progress; but the CPE Grant amount has been utilized.
- To install e-gadgets in the classrooms.
  - ▶ It has been done in selected classes.
- To install C.C.TV Camera in almost all the rooms and lobbies, corridors and lanes of the college.
  - ▶ It has been done successfully. Now the Principal can view the entire college by sitting in his office.
- To organize an international seminar in our college.
  - ▶ We organized an International seminar of two days, on the ‘The Rama Literature in Global Context’ in Hindi last year.

Each quarterly meeting of the Management Council discusses and plan out something that helps the growth of the college, and we try our best to put it into practice.

**6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institutions? If ‘yes’, what are the efforts made by the institution in obtaining autonomy?**

No, the affiliating university, Veer Narmad South Gujarat University does not make any provision for according the autonomous status to our college. And we are comfortable with our present status of an affiliated college as one of its oldest and prime college in the entire area.

**6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder-relationship?**

We have Grievances Redressal Cell comprises of the Principal, the Chairman of the Cell, O.S. and Management representative, students representative. Fortunately, we do not have to face any severe problems or grievances to be solved. However, whenever, any matter occurs, we immediately convene the meeting and put the case before the committee; and find out possible solution.

**6.2.10 During the last four years, has there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?**

No, not only during the last four years, but there never had been any instance of court case filed by and against the institute.

**6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If ‘yes’, what was the outcome and response of the institution to such an effort?**



Yes, we have devised a feedback mechanism by which we get the students' feedback on institutional performance method to gather students responses.

Outcome of such a feedback are inspiring. In some issue the students need some facilities whereas in many aspects they are highly satisfied.

### **6.3 Faculty Empowerment Strategies**

#### **6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non-teaching staff?**

The institution organizes national, international level seminars on various subjects of our study, in collaboration with different agencies. And as such, South Gujarat Itihas Parishad, Ayodhya Shodh Sansthan, Bhartiya Hindi Parishad, Alhabad, Department of Culture, Govt. of Uttarpradesh have joined hands with us to organize state level Conference on History and international Conference on Hindi respectively. Our faculty members not only took all possible care to make the events successful, but also presented their research papers in them. In the same way a workshop on **Film and Literature** (conducted by Amrut Gangar), '**Jnan-Satra**' a week-long session on various topics useful in teaching of languages and criticism were also organized by our college, which the faculty members took part in.

We also conduct classes for basic training in computer (CCC), they are open and free of cost for faculty and office staff.

We send our Librarian to attend seminars of his field.

#### **6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retaining and motivating the employees for the roles and responsibility they perform?**

All the faculty members were sent to attend KCG training in CBCS organized by our university at its Convention Hall. Another such workshop on 'Training and capability Building Programme' was also attended by the faculty members at Amroli College.

The College encourages the faculty members to increase their professional potential by taking part in BISAG state wide TV telecasts on respective subjects; and most of our teachers have delivered very nice

lectures through BISAG. Our college has conducted Orientation and Refresher Courses as staff empowerment programmes for teaching staff like librarian and the physical instructor in past. And when we do not organize such programmes, we send our teachers/staffers to attend the same organized by other UGC staff Training agencies.

**6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.**

The Self-appraisal Report format, devised by the government, is used to collect the information about the performance of the staff. When all the reports are filled up by individual members, the principal goes through the same with an evaluative eye and ensures that information on multiple activities is appropriately captured from the records of the committee reports. Then he endorses those appraisal reports. This system is very much useful when any data about any faculty member is needed, it can readily be referred to. Knowledge Consortium of Gujarat (KCG) audit also depends on these appraisal reports; The Principal in conclusion, offers his remarks for betterment, if needed.

**6.3.4 What is the outcome of the review of the performance appraisal reports by the management and major decisions taken? How are they communicated to the appropriate stakeholders?**

Having reviewed the performance appraisal reports, the Principal offers his views. He takes into consideration the strengths and limitations of the individual staff members and allocates assignments accordingly, under different committees. He even encourages them to bring positive change to improve their performance, and inspire to achieve higher academic goals. He provides facilities for research and publication.

**6.3.5 What are the welfare schemes available for teaching and non-teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?**

We have 'Staff Welfare Credit Society' for all the staff members of our management. Its membership is voluntary. However, most of the staff members – both teaching and non-teaching staff are its members. It

provides loans to the members when needed otherwise it's a sort of saving for them.

**6.3.6 What are the measures taken by the Institute for attracting and retaining eminent faculty?**

We respectfully invite our eminent faculty for guest lectures, seminars and Post Graduate teaching. Even in the appointment of ad-hoc faculties too, we insist on quality, and luckily, by the prestige of our college, we get really good teachers.

**6.4 Financial Management and Resource Mobilization**

**6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?**

We have Finance Committee who looks after students' council budget, who allocate funds to various activities. All the books of accounts are audited every year, and we publish them in college magazine. Other financial resources are govt. grants and college funds, which are looked after by the Principal and the respective committees. The Local Administrative Committee also monitor the financial dealings of the college, from time to time The accounts department of the office keep its records and get them audited.

**6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.**

The internal audit of our books of accounts is done by a funding are Government Grants as ours in an entirely grant-in-aid college, under 2(F) and 12(B) since decades. We have been given CPE Award during 2009 to 2011 by the UGC, as being one of the 'A' grade colleges. Another source of our receipt is students' fees; which is very meager, as ours is not a self-financed institution.

**6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of**

**the previous three years and the reserve fund/corpus available with Institutions, if any.**

Income and Expenditure statements are attached in the appendix. The reserve fund/corpus available with the institution is Rs. \_\_\_\_\_ /-.

- Student fees and Govt. grants
- Any deficit is met with by the Society which promotes the College.

**6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).**

We do not make efforts to secure additional funding .

## **6.5 Internal Quality Assurance Systems**

### **6.5.1 Internal Quality Assurance Cell (IQAC)**

- a) Has the institute established an Internal Quality Assurance Cell (IQAC)? If 'yes', what is the institution's policy with regard to quality assurance and how has it contributed to institutionalizing the quality assurance processes?**

We have formed Internal Quality Assurance Cell in the aftermath of NAAC Accreditation in 2007. It has been the policy of the institute to try its best to fulfil the recommendations made by the NAAC peer team. And thus we try to attain quality assurance, norms Gradually, we tried to come out of our limitations. As IQAC keeps vigilance on the institutional progress, it inspires us to fulfil our promises.

- b) How many decisions of the IQAC have been approved by the management/authorities for implementation and how many of them were actually implemented?**

The Management has approved most of the decisions of IQAC. eg. Spending of CPE Grant in increasing facilities, renovation of existing infrastructure starting certificate and short-term courses,

arrange academic programmes. The Management has willingly implemented the decisions etc.

**c) Does the IQAC have external members on its committees? If so, mention any significant contribution made by them.**

No, we don't have any external members on our IQAC meeting to offer their suggestions.

**d) How do students and alumni contribute to the effective functioning of the IQAC?**

The alumni are invited to address and advice the new entrants in the beginning of the academic years. They have innovative ideas and suggestions to help their college make progress.

**e) How does the IQAC communicate and engage staff from different constituents of the institution.**

We held staff meeting from time to time to get the involvement of different constituents of the institution in the IQAC process, where they are informed of the activities to be done. We invite suggestions from stakeholders.

**6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalization.**

We have different committees to carry out various activities – both curricular and co-curricular. The time-table committee and examination committee strive to acquire perfectness and smoothness of academic performance. The Library Committee see to it that best of books are procured and quality services are provided by the library. In co-curricular aspect various activity committees arrange local level competitions before sending our entries to higher level to ensure quality. On administrative side, our Local Administration Committee keeps a vigilant eye on office dealings. It issues instructions as and when necessary.

**6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If ‘yes’, give details enumerating its impact.**

No, generally we do not provide any special sort of training to our staff for effective implementation of the quality assurance procedure. However, our staff meeting or Departmental meetings informally disseminate instructions or guidance to the components concerned. Our college had hosted the Knowledge Consortium of Gujarat (KCG) training programme for six days for all the professors of South Gujarat, and hence, our staff also got trained by that event.

**6.5.4 Does the institute undertake Academic Audit or other external review of the academic provisions? If ‘yes’, how are the outcomes used to improve the institutional activities?**

Yes, our college undergoes triple A. (Academic Administrative Audit) inspection by Knowledge Consortium of Gujarat. The team comes from Gandhinagar which comprises of Govt. nominees and a Principal of other college. The committee observes the college and reviews our activities from different perspectives. They suggest some measures to improve the shortcomings. They also give a power point presentation the excellent colleges in the State. They percolate the quality policy in education launched by the Department of Higher Education, Gujarat State. The committee interact with the stakeholders and we get some direction of development.

**6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?**

Our Internal Quality Assurance Cell takes into consideration, the observations and suggestions made by the KCG, Triple A audit team. Moreover, our Local Administrative Committee also functions more or less like a regulatory authority. So with the guidance and suggestions of both the above agencies, our IQAC is benefitted.

**6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?**

Departmental Meetings, Academic Calendar, Teachers' Plan and Semester examinations help us to review the teaching-learning process. All the HoDS held meeting of their respective departments to discuss the allocation of papers, syllabus in operation, seminars, workshops to be organized etc. Terminal exams in each semester enable us to evaluate our teaching-learning process. We judge fairly well how far we have succeeded.

**6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?**

We communicate our quality assurance policies, mechanisms and outcomes to various stakeholders by way of meetings, notice board, announcements, through students' Diary etc.

## **CRITERIA VII: INNOVATIONS AND BEST PRACTICES**

### **7.1 Environment Consciousness**

#### **7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?**

Yes. Our entire halcyon campus is looked after by our Management, the Sarvajanic Education Society. Its verdancy is properly taken care of. The old, taller trees were adequately trimmed. To confer fertility upon the land of the garden, new clay is layered up with fertilizer, new saplings, flower-plants, some creepers were planted in attractive shapes, the plot of garden is re-designed and is made alluring. Moreover, every year our NSS/NCC units conduct ' tree-plantation' and plants saplings wherever necessary on the campus. On the whole, the campus remains evergreen throughout the year and its lawns and flowers are the spots where we can feast our eyes. Watering facility, electric lawn-mowers, cleaning facility, water hut for students etc. are the part of its facilities.

#### **7.1.2 What are the initiatives taken by the College to make the campus eco-friendly?**

The Management is very much conscious to keep the campus eco-friendly. Last year only the gardens before the college-building were face-lifted, and proper care is being taken to maintain them. The herd of twittering birds at dawn and dusk, chirping of cricket stamp the campus as eco-friendly. The campus is maintained by an agency on contractual base. Plantation is done from time to time. As there are ample trees and vegetation carbon neutrality is also automatically maintained. It gives fresh and healthy air to breath and fascinating face to our campus.

### **7.2 Innovations**

#### **7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the College.**

Positive impact on the functioning of the college has been created by the following innovations introduced during the last four years : -

- **P.A. (Public Announcement)** System has been installed in each classroom lobby, lab, office, staff room, corridor to make any



announcement anytime, to broadcast prayer every morning and to give important general instructions at a crucial time like student's council election, examination, or any emergency etc.

- **Installation of Close Circuit T.V. Camera** in class-rooms, staff-room, office, lobby and nook and corner of the college gives transparency and efficiency to the functioning of the college. Every movement and every moment has been brought under the surveillance of the Principal, which has made his function easy. By sitting in the office and doing his work he can have a watch over any part of the college he wants. The C.C.T.V. Camera has been proved effective in tracing the suspicious movements of the students or outsiders, if any, in the campus. During examination also a vigilance can be kept with its help.
- **E-gadgets in the class-room** : In the same way every classroom has been updated with projector and screen for the better teaching and learning. The teachers make use of them in teaching various topics of their subject which could save their energy, increased their efficiency and boost up students' interest.
- All the heads of the departments were given **Laptop** for their departmental use and preparation of lessons or drawing up question papers and save exam results etc. This also has helped to systematize the function of the department.
- The **Central Hall has undergone a facelift** and another larger room is being converted into **Seminar Hall** with latest facilities. This will help us enjoy academic convenience to arrange various sorts of programmes. Cultural programmes, celebration of national festivals, general assembly, seminars, guest lectures, various competitions, film-shows various external examinations etc. will be conducted in this innovative and renovated halls.
- **Shrimad Rajchandra Prayer Activity** : With the use of P.A. System. We conduct recitation of prayers, presentation of noble thoughts and inspirational talk every morning. We have collaborated with Shrimad Rajchandra Vichar Prasar Trust, Asta who have donated a very handsome sum to induce value based education in the students. With this help, we have also published '**Vidyarthi-sathi**' (prayer, bhajan, songs, noble thoughts etc.) a diary type of book (the content of which is given in 5.1). which the student can carry and keep with him during his study here for U.G. and P.G.

## POST ACCREDITATION INITIATIVES

Having been accredited with 'A' grade by the NAAC in 2007, and enjoyed the status for five years, was not only a matter of pride and prestige, but also a conscientious accountability and responsibility. We are very much thankful to the then NAAC peer team members who bestowed upon us a glorious crown of 'A' Grade with commendations, along with valuable recommendations, which we tried to fulfill in our best possible capacity.

Immediately after our esteemed accreditation, we applied for Colleges with Potential of Excellence (CPE) Award and the grant of **Rupees One Crore** was sanctioned, with the help of which we started our journey afresh in the direction of face lifting our physical facilities and acquiring academic excellence. We underwent computerization, in office and library administration, automation with certain softwares, increased internet connection to facilitate research and development, remedial coaching classes for SC/ST/OBC Students, NET/SLET and UPSC/GPSC coaching classes, getting and completing one Major and two Minor UGC Research Projects, organizing local level, universal level, national and international seminars and conferences at our door step (see Appendix for detail) which provided golden opportunities to our staff and the students to interact with scholars and researchers from outside. It also provided scope to prove our ability in event management.

We also increased our stock of e-material for teaching and learning, i.e. Cassettes, CDs, VCDs, and audio System. Public Announcement system has been installed with a view to make communication easier and wide spread. We started value-based education by introducing recitation of prayers of all religions, bhajans and songs, hymns and reading of noble thoughts through this P.A. system. We also published a collection of prayers, songs, thoughts, in a diary sort of thing entitled '**Vidyarthi-Sathi**' which proved very much useful and unique of its kind.

Our class-rooms have been equipped with screens and projectors which made teaching-learning more fruit and interesting. At the same time installation of CCTV Camera in every nook and corner of the college and its projection in the principal's office has brought the college under surveillance and made the administration speedy, effective, techno-friendly, and transparent. It boosted up the standard of discipline and work-culture with the sense of responsibility.

We followed standardized format for the teacher's appraisal, devised by the UGC and approved by Knowledge Consortium of Gujarat(KCG). All the teachers have kept their records updated. As far as framing and evaluation of syllabus is concerned all our teachers have participated in two KCG workshops at Amroli and MTB, and our English Department hosted a workshop on behalf of its Board of Studies of our university to re-frame the syllabus. We have appointed a committee to prepare an adequate students feed-back mechanism.

We have a Language Laboratory where we coach our students in Spoken English and basic grammar under the SCOPE (Society for Creating of Opportunities through Proficiency in English) a Govt. of Gujarat Project in collaboration with Cambridge university for its certification. Our DELL (Digital Language Lab) in the examination centre for the South Gujarat Zone. Nearly 2500 learners have been tested by CBT online exam so far. We tried to revive foreign language courses, but could not get the expected response. In the line of Spoken English, we started Spoken Sanskrit Course and our experienced faculty handled the same.

On the basic of NAAC's recommendation, we convinced our Management to start a degree programme in Dance, Drama and Music and Sarvajanit Education Society launched a three year full fedged Degree programme i.e. Bachelor in Performing Arts with the help of our infrastructures. Some of our faculty members also rendered their services to conduct classes of general subjects. The College – Sarvajanit College of Performing Arts (SCOPA) has successfully completed three years of its existence. Thanks to NAAC.

In view of vast ground, pavilion and other infrastructure facilities coupled with excellence of students on various levels, the Management may moot a proposal for introduction of B.P.Ed. Programme, along with its movement for the Deemed University. Earlier the Management had started Cricket Coaching Summer Camps in collaboration with Kiran More Circket Academy, Baroda. It may approach Sports Authority of India and BCCI etc. if it think fit.

In tune with the NAAC peer team re-commendation, we already have our sister-college 'Shri Ramkrishna Institute for Computer Application' on our campus. However, for the benefit of our students of Arts faculty, we launched a course on Computer Consents (CCC) in our Computer Lab and it received high success-Nearly 300 students took advantage of

it. And, our alumnusi Mr. Vastav Shastri (M.A. Eng) conducts this class most efficiently. We have kept it open for outsiders also.

Our valuable faculty members utilize their skill and expertise in the subject of psychology, Dr. Rudresh M. Vyas offers his services in consultancy and guidance. He also heads Dyslexia Centre in our college, Telephonic Helpline, SETU project by Surat Police etc. He conducts Placement and Career Counseling Cell, and Learning Disability classes etc. which helps the society a lot. Dr. Sharifaben Vijliwala Dept. of Gujarati is also a renowned critic and prolific writer of Gujarati Literature. She has been invited by various agencies, institutes to sought in the board of studies of even other universities.

Our milestone activities during CPE Award Tenure :

Symposia Workshops, Seminars, Lectures, Conferences organized by the College (2009-2013)

No.	Title / Theme	Level	Date	Activities	Speakers
1	'Matrubhasha Gauravgaan' (UNO- Mother tongue Day)	State	21-2-10	Literary Exhibition Demonstration on of Guj. Dialects and recitation of Guj. Prosodic metres, lit. quiz, guest lectures	Bhagwati Kumar Sharma, President Guj. Sahitya Parishad Dr. Sharifa Vijliwala Dr. Kapil Dev Shukla
2	Training workshop on Screening Test by our Dyslexia Centre	City	31-12-10	Training of Screening of 400 students	Dr. Ketan Bhardva Dr. Pranav Patchigar Dr. R. M. Vyas
3	Concept of world Literature (Symposia)	Local PG Dept. Guj.	-	Guest Lecture, Question Answer	Dr. Minal Dave
4	'Short Story- ITS Form' (Symposia)	Local PG Dept. Guj.	-	Guest Lecture, Question Answer	Dr. Vijay Shastri noted Guj. Creative Writer and Critic
5	'Jivan Jivavani Jadi-Butti', 'Creativity :	Local General	-	Lecture Question-Answer Demo.	Hemal Bhatt

	Best out of west'			of handicraft	
6	'Vishistadwait and Shuddhadwait' (Symposia)	Local PG Dept. Sanskrit		Lecture, Question-Answer	Dr. Punita Desai (Valsad)
7	'Vaidic Vyakran and Pad paath' (Symposia)	Local PG Dept. Sanskrit		Lecture, Question-Answer	Dr. V. C. Patel (Navsari)
8	'Dhwani Sampradaay aur Riti Sampradaay'	Local PG Dept. Hindi		Lecture, Question-Answer	Dr. M. S. Padvi
9	'Ayodhyakand in Valmiki Ramayana'	Local PG Dept. Sanskrit		Lecture, Question-Answer	Dr. Vijay Pandya (Ahmedabad)
10	'Rigvaidic Padpaath'	Local PG Dept. Sanskrit		Lecture, Question-Answer	Dr. V. C. Patel (Navsari)
11	'The world of stories : O. Henry'	Dept. of Eng.		Power Point Presentation and Question Answer	Mr. Paresh Vyas (Rajkot)
12	Narmad Jayanti workshop	City Level Dept. of Guj.		Power Point Presentation and Question Answer	Dr. S. K. Vijliwala
13	'Lokgitoma Samaj-jivan'	City Level Dept. of Guj.		Talk and Question Answer	Dr. Induben Agrawal (M.D.) (Kota)
14	Educational Film Show and its art of Appreciation	City Level Dept. of Guj.		<ul style="list-style-type: none"> <li>• Film Show "Hazar Churashirma" Charlie Chaplin's</li> <li>• Modern Times</li> <li>• Iranian Film</li> <li>• Children of Heaven</li> </ul>	Dr. S. K. Vijliwala
15	Hindi Day Symposia on	Local Dept. of	14 Sept.	Lecture Question-	Dr. M. S. Padvi

	Tulsidas	Hindi		Answer	
16	Journalism and Mass Communication	Local General	-	PPT and Question Answer	Dr. Kalpana Rao (VNSGU)
17	UGC National Seminar on 'Adivasi Kendrit Hindi Upanyas' (130 deligates)	National	1-2 March, 2011	Paper Presentations Discussions	Dr. Mahavir Sinh Chauhan Dr. B. K. Kalsava Dr. Alok Gupat (A'bad) Dr. Jitendra
18	'Asmita' Programme 'Sahitya ane Samajma Strinu-Sthaan	National (Sahitya Akademi Delhi)	4 Sept. 2010	<ul style="list-style-type: none"> <li>Lecture Discussion</li> <li>Story telling</li> <li>Poem recitation</li> <li>Sahitya Akademi Book Exhibition for 8 days</li> </ul>	<ul style="list-style-type: none"> <li>Dr. S. K. Vijliwala</li> <li>Minaxi Chandarana</li> <li>Dr. Minal Dave</li> <li>Dr. Urvasi Pandya</li> <li>Rina Mehta</li> </ul>
19	SCOPA and MTB workshop on Film Appreciation on Partition Literature	National	4 Days Workshop	Film Screening Discussion Question Answer	<ul style="list-style-type: none"> <li>Amrut Gangar (International Film critic)</li> <li>Kundan Shah (Director)</li> <li>S. K. Vijliwala (Critic, writer)</li> </ul>
20	'Umashankar Vishesh'	City level Dept. of Gujarati	21 July, 2011	Discourse, recitation of Poems Appreciation of Poems	<ul style="list-style-type: none"> <li>Bhagwatikumar Sharma (Poet. Critic) (President Guj. Sahitya)</li> <li>Ravindra Parekh (writer) (Secretary Guj. Sahitya Parishad)</li> <li>Kapil Dev Shukla (Dramatist, Directors)</li> </ul>
21	Upanishado ma Tatvachintan	Local PG Dept. Sanskrit		Lecture Question Answer	Dr. Vijay Pandya (Guj. Uni.)

22	Lecture Seires on Literary Criticism	Local Dept. of Eng.	4 Days	PPT and Discussion	Dr. R. G. Oza (Retd. Prin. and HOD Eng., Critic, Writer)
23	'Sarjak Saathe Samvad' (My process of creative writing)	Local General		Lecture, Interview Dramatization of Characters	Madhu Ray (USA) (Disporic Writer, Dramatist)
24	'Stri Vimarsh'	Local Dept of Hindi		Lecture Question-Answer	Dr. Minaxi Joshi (Bhandara College, Nagpur)
25	Lok Sahitya	Local Dept. of Hindi		Lect. Ure Question Answer	Dr. Uttam patel (Dharamipur) Dr. Alok Gupta (Ahmedabad)
26	'Britain me Hindi Ka Prachar Prasar'	Local Dept. of Hindi		Lect. Ure Question Answer	Dr. Usha Raje Saxena (UK)
27	Training Programme in Co-operative Sector	Local	7 days	Lectures Field Visits Sumul Dairy	<ul style="list-style-type: none"> <li>• Kanji Bhalana</li> <li>• Dr. Vinod Patel (Olpad)</li> <li>• Suryakant Shah</li> <li>• Prof A. Chitroda</li> </ul>
28	Literature through Film 'Adi Shankracharya' 'Tale of Two Cities' As you like it waiting for Godot Antony and Cleopatra 'Mithabhimani' 'Kunvarbainu Mamneru'	Local		Film Show Appreciation and Discussion	<ul style="list-style-type: none"> <li>• Dr. S. K. Vijliwal</li> <li>• Dr. N. C. Bhavnagri</li> <li>• Dr. C. J. Desai</li> </ul>
29	UGC National Seminar on History	National Seminar	7-8 Jan, 2012	Paper Presentation Discussion	<ul style="list-style-type: none"> <li>• 125 delegates</li> </ul>
30	'Sahitya-Satra'	State level Dept. of Language		Lectures Discussion	<ul style="list-style-type: none"> <li>• Dr. Shirish Panchal (Vadodara)</li> <li>• Dr. Rinita</li> </ul>

					Desai (valsad) <ul style="list-style-type: none"> <li>• Dr. I. C. Jariwala</li> <li>• Dr. Littam Patel (Dharampur)</li> <li>• Dr. Rakesh Desai</li> <li>• Bhagwati Kumar Sharma</li> <li>• Ravindra Parekh</li> <li>• Bakul Tailor</li> <li>• Jaydeve Shukla</li> <li>• Dr. Raish Maniar</li> <li>• Rajesh Vyas</li> <li>• Rina Mehta</li> </ul>
31	Ayodhya Shodh Sansthan, Bhartiya Hindi Parishad, Allhabad	International Conference	23-24 Feb, 2013		<ul style="list-style-type: none"> <li>• VC Dr. Daxesh Thakar</li> <li>• Central Minister Dr. Tushar Chaudhari</li> <li>• Swami Madhavpriya Dasji</li> <li>• 250 delegates from India</li> </ul>
32	Training and Capability Building Programme (KCG)	State Level	6-12 July, 2013		<ul style="list-style-type: none"> <li>• 160 delegates professors from other colleges participated</li> </ul>