



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

G.D.MODI COLLEGE OF ARTS, PALANPUR
MANAGED BY
BANASKANTHA DISTRICT KELAVANI MANDAL
OPP. S.T.WORKSHOP
PALANPUR-385001

Annual Quality Assurance Report (AQAR)
(Year 2017-2018)

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

I. Details of the Institution

1.1 Name of the Institution

G.D.MODI COLLEGE OF ARTS

1.2 Address Line 1

OPP. S.T.WORKSHOP

Address Line 2

NEAR AROMA CIRCLE

City/Town

PALANPUR

State

GUJARAT

Pin Code

385001

Institution e-mail address

gdmca_2000@yahoo.co.in

Contact Nos.

02742-253784

Name of the Head of the Institution:

DR. S.G.CHAUHAN

Tel. No. with STD Code:

02742 253784

Mobile:

9426411500

Name of the IQAC Co-ordinator:

PROF. MUKESHKUMAR M. RAVAL

Mobile:

9879573847

IQAC e-mail address:

gdmartsiqac@gmail.com

1.3 NAAC Track ID(For ex. MHCOGN 18879)

GJCOGN11645

1.4 NAAC Executive Committee No. &Date:

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

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

EC/(SC)/01/RAR/49

1.5 Website address:

www.gdmarts.org

Web-link of the AQAR:

www.gdmarts.org/naac/AQAR2017-2018.pdf

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

1.6 Accreditation Details

Sr. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	71.70	2004	2009
2	2 nd Cycle	B	2.57	2014	2019
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC: DD/MM/YYYY

08/07/2015

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

2017-18

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

- i. AQAR 2014-15 submitted to NAAC on 24/12/2018
- ii. AQAR 2015-16 submitted to NAAC on 24/12/2018
- iii. AQAR 2016-17 submitted to NAAC on 29/12/2018
- iv. AQAR 2017-18 submitted to NAAC on 29/12/2018

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

.....

1.12 Name of the Affiliating University (for the Colleges)

HEMCHANDRACHARYA NORTH
GUJARAT UNIVERSITY, PATAN.

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

Autonomy by State/Central Govt. / University	<input type="text" value="----"/>		
University with Potential for Excellence	<input type="text" value="----"/>	UGC-CPE	<input type="text" value="----"/>
DST Star Scheme	<input type="text" value="----"/>	UGC-CE	<input type="text" value="----"/>
UGC-Special Assistance Programme	<input type="text" value="----"/>	DST-FIST	<input type="text" value="----"/>
UGC-Innovative PG programmes	<input type="text" value="----"/>	Any other (<i>Specify</i>)	<input type="text" value="----"/>
UGC-COP Programmes	<input type="text" value="----"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="07"/>		
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>		
2.3 No. of students	<input type="text" value="03"/>		
2.4 No. of Management representatives	<input type="text" value="NIL"/>		
2.5 No. of Alumni	<input type="text" value="01"/>		
2.6 No. of any other stakeholder and community representatives	<input type="text" value="02"/>		
2.7 No. of Employers/ Industrialists	<input type="text" value="NIL"/>		
2.8 No. of other External Experts	<input type="text" value="01"/>		
2.9 Total No. of members	<input type="text" value="15"/>		
2.10 No. of IQAC meetings held	<input type="text" value="05"/>		
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="00"/>	Faculty <input type="text" value="02"/>	

Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

A seminar on Gujarati author Chandrankant Baxi: His life and works, a study.

2.14 Significant Activities and contributions made by IQAC

1. Review of syllabus and Planning of time-table
2. Organized a state level seminar by Gujarati Department.
- 3 Cleanliness drive in campus and city.
4. Prize distribution and award ceremony
- 5 inspired two teachers to attend International conference at Dubai.
- 6 Monitoring of study circles, activities of Yoga center.
- 7 Focus on career counseling and placement at local level
- 8 Maintaining of attendance, discipline, cleanliness and greenery in campus.
- 9 Organized a Mini Marathon Race, celebration of Yoga Day
- 10 Organized educational and environmental awareness tours.
- 11 Planning and execution of Co-curricular activities.
- 12 CC TV surveillance in college for security measures.
- 13 organized blood donation camp, Thalassemia test,
- 14 Monitored social activities of NSS students through constant guidance
- 15 Meetings with teachers and students.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
<p>From the routine review of syllabus and time table, the IQAC plans following programmes to be initiated throughout the next year.</p> <ol style="list-style-type: none"> 1) To organise a blood donation camp 2) To organize a Thalassemia test for the first year students. 3) To organize an environment tours with the help of forest department. 4) To strengthen the activities done by Udisha Club. 5) To spread the reach of Yoga centre. 6) To organise at least 3 university level lectures. 7) To organize a mini marathon race. 8) To strengthen the activities of women cell 9) To strengthen the area of student support activities. 10) Provide more initiatives to teachers' research and extension activities. 11) To begin a local FM Radio Station in the campus. It is in the second stage. 12) To strengthen the library and reading room services 	<p>Done</p> <p>1 organized</p> <p>2 organized</p> <p>3 organized</p> <p>4 commendable work done</p> <p>5 commendable work done</p> <p>6 organized</p> <p>7 organized</p> <p>8 commendable work done</p> <p>9 commendable work done</p> <p>10 Two teachers attended International conference at Dubai</p> <p>11 work is on</p> <p>12 commendable work done</p>

13) To focus more on Sanskrit spoken and Sambhashan classes.	13 Nicely done.
14) To promote more sports and cultural activities.	14 Commendable work done
15) To strengthen the social services done by NSS	15 Commendable work done
16) Provide more student support facilities in campus.	16 partially done
17) To encourage Faculty for participating in international conference and Faculty Development Programmes	17 Partially done.

** Attached the Academic Calendar of the year as Annexure: - I*

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

AQAR was placed before Academic Committee, Meeting of HOD, Planning Board for approval and suggestions of those committee are incorporated

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
Ph.D.				
PG	02	Nil	02	Nil
UG	04	Nil	Nil	Nil
PG Diploma				
Advanced Diploma				
Diploma	01		01	01
Certificate	02	00	02	Nil
Others				
Total	09	00	05	Nil

Interdisciplinary	01			
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	06
Trimester	
Annual	

1.3 Feedback from stakeholders* Alumni Parents Employers Students

(On all aspects)

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

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

Annexure :-II

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

NIL

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

NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	12	NIL	11	NIL	01

2.2 No. of permanent faculty with Ph.D.

2.3 No. of Faculty Positions Recruited (R) and Vacant(V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
		10								10

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences/seminars/workshops and symposia:

No. of Faculty	International level	National level	State level
Attended	11	23	03
Presented papers	09	20	03
Resource Persons		02	02

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

Power Point Presentation, Movie Shows, Spoken English and Spoken Sanskrit classes, Certificate and Diploma course on Yoga, Debate, Poetry competition, publication of College magazine Parnasha etc.

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

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

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

2.10 Average percentage of attendance of students

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A	633	14.69	36.65	1.90	21.01	74.25
M.A	277	16.24	40.8	4.70	26.35	88.09

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

Contribution:-

IQAC prepares formal teaching plan with the help of Heads of all Departments. This plan is then delivered to teachers and students for implementation.

IQAC sees to it that the teachers and learners get required facility to support the teaching learning process.

All teachers are supposed to present minimum one research papers at National / International level Seminars/ workshops/ symposiums and get it published in journal with ISSN every year.

Freedom to purchase recommend books to any student or teacher for college library.

Monitoring:-

Periodic assessment of teaching learning process is done by collecting monthly reports from the teaching staff about the coverage of syllabus during that particular month.

Feedbacks are taken from students to review the performance of teachers.

All the students are required to submit assignments in each paper.

Teachers' attendance through biometric system.

Evaluation:-

Academic evaluation is carried out by the Principal and HODs through the feedback obtained from students and results analysis.. IQAC analyses the feedback and results for follow up actions.

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2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	00
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	00
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	08
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	03	17	00	06
Technical Staff				

Criterion – III

3. Research, Consultancy and Extension

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

Availability of six Research Guides in subjects i.e. English, Gujarati, Sanskrit for M. Phil. and Ph.D.

Notifications of research project from various funding agencies are brought to the notice of teacher in order to enable them to apply for the project.

Faculties from the staff were encouraged to apply for Minor Research

Teachers are sent to the seminars and programmes related to research

The problems faced by researchers are paid attention to and sincere efforts are made to solve them.

Rich computerized library with INFLIBNET and NLIST facility caters to the need of the researchers.

Special library facility is given to Ph.D. and M. Phil scholars belonging to our institute as well as other institutes in surrounding areas.

Help faculty organize state and national level seminars and conferences.

Inspire students to go for small researches at primary level in UG and PG level

3.2 Details regarding major projects

	Completed	On going	Sanctioned	Submitted
Number	00	00	00	00
Outlay in Rs. Lakhs	00	00	00	00

3.3 Details regarding minor projects

	Completed	On going	Sanctioned	Submitted
Number	3	00	00	03
Outlay in Rs. Lakhs	00	00	00	00

3.4 Details on research publications

	International	National	Others
Peer Review Journals	01	00	--
Non-Peer Review Journals	01	08	01
e-Journals	--	00	--
Conference proceedings	--	00	--

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

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

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	00	00	01	00	00
Sponsoring agencies			Sahitya Parishad		

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
 Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist.	College
00	NIL	NIL	NIL	NIL	NIL	NIL

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
 National level International level

3.22 No. of students participated in NCC events:

University level State level
 National level International level

3.23 No. of Awards won in NSS:

University level	<input type="text" value="00"/>	State level	<input type="text" value="00"/>
National level	<input type="text" value="00"/>	International level	<input type="text" value="00"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="00"/>	State level	<input type="text" value="00"/>
National level	<input type="text" value="00"/>	International level	<input type="text" value="00"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text"/>	
NCC	<input type="text"/>	NSS	<input type="text" value="03"/>	Any other <input type="text"/>

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

- Mini Marathon Race every year with a theme of social awareness.
- Helping Students' to get learning licence and ST pass in college campus
- Thalassemia test and blood test for first year students
- Blood donation camp.
- Cleanliness drive in the city by NSS.
- Water harvesting in the campus.
- Institutional scholarships for scholars and sports persons.
- Educational and environment tours for students.
- Adopting a village for NSS activities for three years.
- Superstition removal programmes through NSS
- Aids awareness programmes and rally.

- Help for opening of Bank accounts of new students in the college
- Encouraging students' to reap the benefits of cashless banking and usefulness of various banking apps
- NSS Camp at a flood affected village Khanpur and done commendable work of medicine distribution, sprinkling of powders, awareness drive against swine flu, dengue and distribution of clothes and food packets to affected, packing of food packets and collection of clothes and food. Distribution of dry grass for cattle and livestock in co-ordination with Govt. agencies throughout the flood affected areas of Banaskantha.
- Contribution of more than 3500 human hours for relief work of costing around Rs. 175000.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	46851.82			46851.82
Class rooms	19			19
Laboratories	01			01
Seminar Halls	01			01
No. of important equipment purchased (\geq 1-0 lakh) during the current year.	1242889	41000	Management UGC	1283889
Value of the equipment purchased during the year (Rs. in Lakhs)	935416	396876	UGC	1332292
Others				

4.2 Computerization of administration and library

We have been finalising the computerisation of the books. Bar-coding and classification of books is still under process. Our college library has E-connectivity having 6000+ E-journals, 97000+ E-books under the INFLIBNET-GUJCAT scheme. Admin work has been shifted to a new building and all the work related to administration has been done through computers.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	2101	612586	82	9793	2183	622379
Reference Books	3896	20211823	10	9100	3906	20220923
e-Books	3135000	---	--	--	3135000	---
Journals	60	22180	--	--	60	22180
e-Journals	6000+	--	--	--	6000	--
Digital Database	--	--	--	--	---	--
CD & Video	50	--	--	--	50	N.A
Others (specify)	37070	N.A			37070	N.A
	TOTAL BOOKS					

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	34	01	22	01	00	07	11	09
Added	05	00	00	00	00	00	00	00
Total	39	01	22	01	00	07	00	09

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

Nil

4.6 Amount spent on maintenance in Rs. :

i) ICT	16500
ii) Campus Infrastructure and facilities	16004
iii) Equipment	15576
iv) Others	00
Total:	48080

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- 1 Arranged expert lectures for career guidance and academic surge.
- 2 Collection of all data of Industries and small scale units around the city for recruitment needs.
3. Organised Campus interview for U.G. and P.G. Students.
4. Spreading awareness towards various scholarships.
5. Organised prize distribution for sports, culture and academic achievements.
- 6 Helping them in getting driving licence, ST Pass and opening of their bank accounts.
- 7 Organizing blood test camps and thalassemia test for students
- 8 Educational and Environment tours

5.2 Efforts made by the institution for tracking the progression

The departments continuously observe the students' attendance in the class, their participation in extra-curricular activities and performance in internal exam throughout the year. Annual results are analysed and necessary steps are taken by IQAC to strengthen the progression. Feedbacks from students also help us check the progression.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1785	468	----	----

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

Men

No	%
945	41.94

Women

No	%
1308	58.06

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
457	510	143	1163	14	2287	467	504	161	1111	10	2253

Demand ratio 100 Dropout % 1.5

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

Student support for coaching for competitive exams is not a full time programme but to guide them for exams regular lectures of experts of different fields are held. All the schedules and news related to any exam are posted on the notice board and circulated through WhatsApp groups. Library services to college and external students are provided free of charge with extended hours.

No. of students beneficiaries 600

5.5 No. of students qualified in these examinations

NET	00	SET/SLET	01	GATE	00	CAT	00
IAS/IPS etc.	00	State PSC	02	UPSC	00	Others	25

5.6 Details of student counselling and career guidance

A WhatsApp Group was formed to provide all the information related to career counselling and placement. The group becomes an easy access to all the students for communicative purpose. There are more than 200 members of the group.

In every class, 5 boys and 5 girls are nominated as Udisha Club Core Committee Members for availing feedbacks and easy administration.

Dr. Mihir M Dave, coordinator of the club, guided the students pertaining to various career opportunities and soft skills throughout the year in the extra lectures allocated for the activities

No. of students benefitted 200+

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
05	59	13	NIL

5.8 Details of gender sensitization programmes

- Women empowerment and gender sensitization are the strength of our college.
- Save Girl child, Stop Female feticide, Women Empowerment Programmes etc. are regularly organized in the college.
- The Women Cell conducted various awareness programs on gender equity, gender integration, female health related awareness problem, sexual harassment, legal help for ladies, Aids awareness, hygiene orientation programmes for girl students.
- Dr. Surekha Patel, convener of the women cell handles these issues and remains in direct interaction with the girls.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	08	31008
Financial support from government	1153	2661975
Financial support from other sources	52	520000
Number of students who received International/ National recognitions	00	00

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

1. To help the students achieve their aspirations.
2. To create environment conducive to the all-round development of students.
3. To inculcate in students the virtue of hard work, honesty, fairness, tolerance etc.
4. To prepare fearless men and women who can strike off the vagaries of life.
5. To award scholarships and prizes and also grant aid to needy students.

6.2 Does the Institution has a management Information System

Yes, the institution has a management information system.
The college publishes annual audited account report for the information of the management.
It also publishes annual magazine “Parnasha”, highlighting the academic and extra-curricular activities of the institute.

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

6.3.1 Curriculum Development

College follows the syllabus prescribed by Hemchandracharya North Gujarat University religiously. Normally University updates the syllabus of each subject every three years. Two of our faculty members are regular members of Boards of Studies (BoS). Suggestions of IQAC are put up in the BoS of university through these members

6.3.2 Teaching and Learning

- Departmental planning of workload, academic and extra-curricular programmes
- Preparing Academic Diary by the Faculty members
- Expert lectures, educational tours, interdisciplinary lectures etc.
- Spoken English and spoken Sanskrit classes
- Motivation and scholarship for rank holders
- Unit tests and Continuous Internal Assessment Programmes.
- Assignments and project work
- Seminars, Presentations
- Feedbacks from students.

6.3.3 Examination and Evaluation

- College examination committee holds Internal Exams as per the norms of the University.
- Confidentiality of examination process i.e. paper drawing, printing, conduction of examination, evaluation etc.
- Regular assessment of the students through Unit Tests, assignments.
- Display of Internal Evaluation Results on college notice board.
- Analysis of the results

6.3.4 Research and Development

- The Research Committee in college encourages research. Proposals for Minor Research Projects are sent to UGC by teachers.
- Live telecast of educational programmes by Higher Education Department of Gujarat.
- The research scholars are helped through Books, Journals, equipment etc.
- To cultivate an aptitude for research, students are guided to prepare research papers on respective subject areas.
- Classes on co-operative activities for the students of Economics are held .
- Special reading room, Internet, Wi-Fi and Computers facility is there for researchers.
- Ph.D. and M.Phil. guides of the college regularly provide guidance to such

6.3.5 Library, ICT and physical infrastructure / instrumentation

- The college has a rich library with more than 37,000/- books, 60 journals, and periodicals and 50 CD/Video
- The library has Wi-Fi connectivity and 10 computers, 7 for students' use. There is SOUL and INFLIBNET and NLIST facility in the library.
- Photocopy facility is available for Students. Reading room facility for students even after college hours is created.
- There is a facility for research students at a separate floor with specially designed table –chair and laptop connectivity and charging points.
- There are four ICT enabled classrooms with projectors, screens, mikes and speakers.
- The college has an audio synthesiser room in open air theatre for drama and vocal programmes.
- The college has a lush green ground with sprinkler irrigation system and a turf wicket for cricket and 400 metres track for jogging.
- A fully equipped gymnasium.
- CC TV surveillance in all the classrooms, staff room, at lobbies and main gate

6.3.6 Human Resource Management

- Teachers are given enough scope for development in their respective fields/subject.
- Teachers are given special leave and other facilities for research.
- Required books/ magazines /periodicals, equipment are purchased for staff and research scholars in the College.
- Teachers are given leaves and D.A. and registration fee for participation in seminars, workshop etc. and financial from the management for attending international conferences/seminars.
- In any Emergency, College credit society provides instant loan support of Rs.5 lakhs to teaching and non- teaching staff.
- The management felicitates and financially provides the support to the teachers who attended and presented papers at International level

6.3.7 Faculty and Staff recruitment

- Faculty is recruited as per Government guidelines and UGC rules.
- The college management also appoints faculty and Non-Teaching staff on ad-hoc basis where regular teachers are not appointed by the government.

6.3.8 Industry Interaction / Collaboration

- As such there is no direct industry interaction for Arts Colleges, but the local companies, insurance companies and showrooms of multinational companies Visit College for recruitment and every year average 10 to 15 students get recruited directly.

6.3.9 Admission of Students

Admission of students is done in the college strictly on merit basis and maintaining all the rules of reservation. Merit lists of all the categories are declared on notice board and students are given sufficient time to pay the fees.

6.4Welfare schemes for

Teaching	05
Non-teaching	04
Students	06

Teaching	<ul style="list-style-type: none"> • Group Insurance for staff. • Travel Loan for International Conference abroad • Study Leave • Maternal Leave for women staff • Loan facility from Staff Credit Society up to 5 lakhs instantly.
Non-teaching	<ul style="list-style-type: none"> • Group Insurance for staff. • Free Uniform • Loan facility from Staff Credit Society • Festival advance and grains advance twice in a year.
Students	<ul style="list-style-type: none"> • Accident insurance of Rs. 1 Lakh by Govt. of Gujarat to each student. • Driving licence and St Pass facility from the campus. • Scholarship from management and state government. • Xerox facility Canteen at minimum rate. • Bus service for girls • Free Wi-Fi Internet and computer facility in library and College.

6.5 Total corpus fund generated - NIL

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		No	--
Administrative	No		Yes	Management

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

For UG Programmes Yes No

For PG Programmes Yes No

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

By replacing the internal exams, this year the University has mandated to implement the constant and overall evaluation system for students, in all degree classes , through class tests, assignments, quizzes, debates, book reviews and presentations.

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

NIL

6.11 Activities and support from the Alumni Association

The college Alumni provides support to the students by remaining present in functions and give moral and financial support to management wherever needed. Alumni manage to hold expert lectures for career counselling and inspiration of students. Alumni also manage for breakfast and tea during public functions like Marathon Race and cleanliness drive in the city and heritage sights.

6.12 Activities and support from the Parent – Teacher Association

Parent Teacher Association is fully involved in the activities done in the college and provides inputs and suggestions on various occasions and meetings, by remaining present, regarding the issues faced by students. Though the majority of students come from interior places, only the city parents mainly take part in meetings.

6.13 Development programmes for support staff

- College organises regular meeting with the support staff and sends staff members for training scheduled by Government and by University.
- The support staff members are given soft skill training by our sister college, especially of Computer Operative Skills to make the administration smooth, effective, accurate and time saving for the students and the institute as well.
- One of our peons Mr. Jasvant Sadhu died due to the brain haemorrhage and Kidney failure at very young age. In that situation our college staff members collected from students and staff of the college and from other members of the campus worth Rs.45000/- for the donation to his family. This amount was spent for his hospital bills.

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

- 1 Water Harvesting
- 2 Green Campus, clean campus
- 3 Ban on Plastic and Gutkha in campus
- 4 Entry with Helmet only for two wheelers
- 5 Tree plantations in campus with Japanese technique.
- 6 No burning of waste in the campus

Criterion – VII

7. Innovations and Best Practices

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

The NAMO-e TAB scheme for the B.A. first year students given by Gujarat Government is helpful for the student to be well acquaint with technology so that they can enhance their knowledge through internet surfing etc.

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

As per our planning at the beginning of the year we could complete most of the activities like:

- On 21/06/17 the international Yoga day celebrated. Around 200 members took part.
- On 7/7/17, the Pravesho Utsav for Sem –I B.A students were arranged.

On 24/08/17 Plantation program on the G.D. Modi campus was arranged.

On 30/08/17, NAMO-e- TAB distribution program was organised for the total 610 B.A students of semester-I.

On 23/01/2018, Mega Blood Donation Camp was arranged at Nadabet by Sadbhavna group. 50 students of our college donated blood

On 06/02/2018, Annual prize distribution programme by BKDKM sponsored and organised by our college was arranged at G.D. Modi Vidyasankul. The ranker students were awarded prizes and scholarships.

During 09-11 Feb., 2018, Students of our college participated in Youth Festival arranged by Hemchandracharya North Gujarat University, Patan.

Guest lectures and expert lectures are organized throughout the year. Experts belonging to the three languages and career guidance are invited in the College.

A state level seminar was organized with the help from Sahitya Parishad by the department of Gujarati.

Mini Marathon Race organized.

Cleanliness drive in the campus and in the city are organized

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

- The institution proposes to present following activities as the Best Practices during the year 2016-17, continuing the best practises of the last year.
- Centre for Yoga
- Upon Avon Circle of Department of English

****Provided the details in annexure III)***

7.4 Contribution to environmental awareness / protection

The campus is eco-friendly and plastic free. Campus has two wells for water harvesting, a lush green ground and full of trees and plantations all around. Students are inspired to keep the campus clean through motivation and slogans. Lectures on environment awareness and dangers of pollution are organized in collaboration with Forest Department. As Jassore Sloth Bear Sanctuary and Baalaram wild life Sanctuary are very close to the college, it is a regular tendency to organise a visit of these places. Moreover visits to the small desert of kutch, Nadabet- Pakistan Border for making the students aware about the extreme conditions of weather and how our BSF operates in such conditions. At these places the students also do the plastic picking work.

7.5 Whether environmental audit was conducted? Yes No

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

Strength

- A premier institute with highest number of students in the district.
- A wide variety of courses for students – Highly Qualified, experienced, techno-savvy, dedicated Staff.
- Rich Alumni & economically sound Management to boost the progress of the college
- Research oriented ICT equipped infrastructure
- One of the best libraries in the University
- Unique records in Sports & Cultural Activities in H N G University.

Weakness

- Weaker background in English
- Majority of students belonging to rural areas
- Remoteness of villages causing irregularity of students
- Unfair education policy and exam oriented students.
- Insufficient staff in teaching and non-teaching.

Opportunity

- Rural students with raw talent can easily be groomed by proper training.
- Better chances of preparing a quality mass
- Jobs in teaching profession at various levels, competitive exams, translation, proof-reading, editing etc. can be availed
- To produce good human beings and thereby prepare healthy society.

Challenges

- To inculcate positivity towards English in students
- To guide students towards utility of humanities and knowledge.
- Prepare students for the main stream world of competition.
- Make the students knowledge oriented rather than exam oriented.
- Create better job opportunities
- Limited time to teach as well as reach the students
- Bring the students to the class
- Technology becoming a hindrance rather than a help

8.Plans of institution for next year

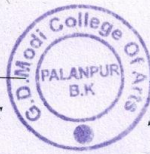
- 1) To organize two national level seminars or conferences in the college.
- 2) To organize a state level seminar / conference in the college.
- 3) To organise a blood donation camp.
- 4) To organize a Thalassemia test for the first year students.
- 5) To organize an environment tour along with lectures with the help of forest department.
- 6) To strengthen the activities done by Udishia Club.
- 7) To start a course in Yoga.
- 8) To organise university level lectures.
- 9) To organize a mini marathon race for awareness of any current topic.
- 10) To strengthen the activities of women cell
- 11) To strengthen the area of student support activities.
- 12) To strengthen the activities of NSS and NCC and Yoga
- 13) To strengthen the research activities
- 14) To start more scholarships at Institutional level
- 15) To make preparations for re-accreditation by NAAC.

Name Prof. M.M. Raval

Signature of the Coordinator, IQAC

Name Dr. S.G. Chauhan

Signature of the Chairperson, IQAC



Principal
G. D. Modi College of Arts
PALANPUR-385001

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

Annexure : I University Academic Calendar

2017-18

Hemchandracharya North Gujarat University, Patan

University Department & All Affiliated Colleges (U.G. & P.G. Course)

(Arts / Commerce / Science / B.R.S. / Management / Education / Home Science)

Sr.	Particulars	Date as per Academic Calendar
1.	Beginning of the Academic Year	15-06-2017
2.	Date of Completion of the Admission & Commencement of Teaching (U.G. & P.G.)	15-06-2017
3.	Last Date for Enrollment (Other than Science) Last Date for Enrollment (Science)	31-07-2017 16-08-2017
4.	Internal Test (Theory U.G. & P.G.)	14-09-2017
5.	End Sem. Examination Session-I (U.G. Sem. I & III) End Sem. Practical Exam (Science Sem. V)	03-10-2017
6.	Diwali Vacation	16-10-2017 to 05-11-2017
7.	Beginning of the Second Term	06-11-2017
8.	End Sem. Exam (U.G. Sem. V & P.G.)	09-11-2017
9.	Commencement of Teaching (U.G. & P.G.)	20-11-2017
10.	Internal Test (Theory U.G. & P.G.)	26-02-2018
11.	End Sem. Exam (U.G. Sem. IV & VI) (U.G. Sem. II, & P.G.) End Sem. Practical Exam (Science Sem.- VI)	26-03-2018 12-04-2018 12-04-2018
12.	Summer Vacation	27-04-2018 to 14-06-2018
13.	University Establishment Day Celebration & Award of Gold Medal	17-05-2018
<p>Note: 1. NSS special camps to be completed during Diwali Vacation. 2. Science Practical of Sem. 1 to 4, shall be arranged by the concerned college before the University examinations as per their convenience but at least two weeks before the University examinations.</p>		

College Academic Calendar 2017-18

Sr. No.	Month	Activities
1	June	Admission of B.A. Sem. III, V & M.A. Sem. III Counselling for 1 st Year Admission Admission of B.A. Sem. I & M.A. Sem. I Celebration of Yoga Day
2	July	Beginning of B.A. & M.A. Academic Work B.A. Sem. I Students Orientation Selection of NCC Cadets for National Competitions / NSS Volunteers
3	August	Teaching Work & Objective Test Independence Day Celebration (15 th August) Academic Tour Cleanliness Drive in the city and campus Varsha Geet Celebration (Rain Songs)
4	September	Environment Tour to Jassore Sloth Bear Sanctuary. B.A. & M.A. Assignment / Seminar at College level 5 th September Teacher's Day Celebration Saptadhara programmes. 24 th Sept. NSS Day Celebration Hindi Day Celebration
5	October	Navratri Celebration in the campus. Youth Festival B.A. & M.A. Internal Exam Sports Activities, Athletic meet.
6	November	University Exam for B.A. & M.A. Diwali Vacation

		<p>NCC Day Celebration</p> <p>Yoga Shibir and various competitions</p>
7	December	<p>1st December, AIDS Day Celebration and Rally</p> <p>Admission of B.A. Sem. II, IV, VI & M.A. Sem. II, IV</p> <p>NSS Annual Shibir at Asmapura Village</p>
8	January	<p>Republic Day Celebration (26th January)</p> <p>Traditional Day Celebration, Mahendi & Rangoli competition</p> <p>Kite Festival</p> <p>Mini Marathon Race</p> <p>Guest Lectures for career counselling</p> <p>Thalassemia Test</p> <p>Prize Distribution Programme</p>
9	February	<p>University Level Guest Lectures</p> <p>Vaanchan Shibir</p> <p>Assignment & Seminar</p> <p>Educational Tour</p> <p>Celebration of Matru bhasha Gaurav Divas(Mother tongue Day)</p> <p>Placement activities.</p>
10	March-April	<p>Internal Exam & Evaluation</p> <p>Re-Test</p> <p>University Exam & Evaluation</p>

Feedback: 2017-18

1. Students' Feedback On Course		
Grade	Grading By Students'	Remark
Excellent	50.98	The feedback from students indicates the appropriateness of the syllabus. Most of the students are found happy with the syllabus and course content. Only few students find it average .
Very Good	21.56	
Good	15.69	
Average	11.77	
1.2 Students' Feedback On Internal assessment system		
Grade	Rating By Students'	Remark
Highly	38.43	The new internal system adopted for the evaluation of students is well received by the students as it focuses more on weekly tests, assignments and constant evaluation. Only a portion of students find it difficult to cope with this new system.
Appreciably	41.17	
Moderately Poorly	18.43	
Not at All	1.97	
2. Students' Feedback on Teacher		
2 All Teachers' Average		Remark
Grade	Rating By Students'	The feedback from students indicates that they are satisfied by the performance of the teachers in teaching. Most of the students are found appreciating highly the teaching methods adopted by the teachers.
Very Good	47.05	
Good	41.18	
Satisfactory	11.77	
Unsatisfactory	---	
3 Overall Rating of Programme By Students		Remark
Grad	Grading By Students'	The overall rating given by the students to the programme is really good. Only few students find it ineffective but their ratio is very low.
Very Good	36.47	
Good	35.29	
Average	18.04	
Poor	9.02	
Very Poor	1.18	

Annexure - III

BEST PRACTICE - I

1. Title : Yoga Centre

2. Goal:

- To develop yoga culture in the campus in order to make the students and faculties physically and mentally fit by the holistic development of body, mind and soul programme.
- To enhance the performances of students in the exams as well as in the class rooms through yoga.
- To increase the efficiency and stamina of the sports persons of the campus through meditation and yoga.
- To promote the culture of yogic food (organic food), nutritious, herbal and vegetarian food.
- To bring out the inbuilt potential creative power which is latent in every human being through yoga.
- To fulfil the goal of longevity through yoga.

Beneficiaries

- House Wives
- Senior Citizens
- Students
- Faculties
- Sports Persons
- Government Employees
- Teachers of other Colleges & Schools
- All other interested people

The Benefits of the Program:

- Capacity to cope with inertia. Real happiness and full of energy, and as a result, more productive
- Decline in stress-related sick occurrences
- Improved concentration, decision-making skills and ability to multi-task
- Improves employee alertness and ability to react more calmly in demanding situations
- Relief of head, neck and back strain, carpal tunnel syndrome, insomnia, high blood pressure and work-related injuries from repetitive motion
- Better interpersonal relationships. Better team spirit and zeal.
- Enhanced employee attitude and outlook

- General well-being in the workplace
-

3. Challenges:

- Early morning schedule is not suitable for commuting students.
- Regular availability of expert Yoga teacher.
- Yoga teacher Dr. Mihir Dave has to come early for classes and then go for lecture as ours is a morning college.
- Help in trouble shooting of various diseases of the people with the help of Yoga, Nature Cure & Ayurvedic therapies.
- Publication Project: The centre wishes to publish certain booklets furnishing the details about Yog Mudras, Yog Kriyas, Yog-Asans, Pranayams. These booklets can serve the purpose of easy reference and public awareness of the benefits of yoga.
- To organize Age Group wise Yogasan Championship Competition every year at District, State & National Level.
- To organize seminars / workshops / Yog Shibirs regularly.

4. The Practice:

Classes are held regularly in evening and morning session.

Gradual increase in the aspirants of Yoga

Local students, sports persons and other health conscious people attend the classes regularly.

Through mouth publicity the centre is gaining strength.

Yoga shibirs are organized.

Various thematic sessions keep the interest of people.

5. Evidence of Success:

- In a short time the centre got more than 100 aspirants for a certificate course.
- Successfully organized two shibirs of Yoga and Pranayama.
- 45 students enrolled for Diploma course.
- The course is run in tie up with Somnath Sanskrit University, Veraval
- The centre has a tie up with Patanjali Yoga Samiti.
- Coordinator, Dr.Mihir Dave is himself a Diploma holder in Yoga and an associate professor of English in our college
-

- **Problems Encountered and Resources Required:**
 - During rainy season, yoga class has to be shifted to U N Maheta Gym where there is capacity of only 50 students. Hence, we can accommodate only 50 students.
 - In order to smoothly run the yoga class, a yoga hall having capacity of 200 students is required.
 - Currently, students do yoga in open on the cricket ground. Currently, Dr Mihir Dave, associate professor in English, is a faculty in Yoga. Due to his hectic schedule, it is challenging for him to tackle and manage yoga classes all the time.

BEST PRACTICE - II

1. Title : Upon Avon Circle

2. Goal:

- In the times of globalisation, privatisation and liberalisation and decreasing distance between human beings from different corners of the world, an Indian cannot lag behind in connecting himself with the world. The most important power that can establish connection between the Indians and the people of other nationality is nothing but the knowledge and usage of English as a medium of expression. Our students are far behind compared to the other states of the country, as far as the knowledge of English is concerned. The rate of higher education among the students of this area of the state is also very low. Therefore it is necessity to take initiatives to inculcate positive attitude towards English and its literature among the students first of all and thereby bring such students near main stream users of English. The aims of several initiatives undertaken by the College are:
 - To create awareness among the students about the need of English in present scenario and make them familiar with the best of English literature and English movies in order to awake them as a modern student.
 - To provide an opportunity to students to use English actively.
 - To encourage the students towards proficiency of English.

3. Challenges:

- Poor and remote background of the students
- Lack of quality teaching at primary and secondary level of schools.
- To make the students understand and correctly use English.

4. The Practice:

Several initiatives are undertaken to meet the above mentioned goals:

- Observing the interest level of students towards English at the initial stage
- Convincing the students towards the learning of something other than routine syllabus
- Gradually introducing simple to tougher usage of English through listening, reading writing and speaking through songs and movies.
- Introducing tougher usage of English through the activities like Elocution Competition, Essay competition, Poetry recitation, Literature Quiz etc..
- Encouraging them to write and express themselves in poems, letters and small stories.
- Positively pressurising the students to increase their usage of English among friends as well as with the teachers.
- Provide them the exposure to modern English through international sports, films, drama, etc.

5. Evidence of Success:

- Some raw students at initial level showed reasonable proficiency in English.
- Students are benefitted in their efforts of cracking competitive exams of all kinds.
- Some showed interest in creative writing especially in poetry.

6. Problems Encountered and Resources Required:

- No financial problems were encountered in undertaking measures to establish this new way of learning English.