

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

1. Details of the Institution

1.1 Name of the Institution

BHIKHABHAI JIVABHAI VANIJYA MAHAVIDYALAYA

1.2 Address Line 1

NR. SHASTRI MAIDAN, NANA BAZAR

Address Line 2

NEAR BANK OF BARODA

City/Town

VALLABH VIDYANAGAR

State

GUJARAT

Pin Code

388120

Institution e-mail address

bjvm_vvnagar@yahoo.com

Contact Nos.

(02692), 230145, 230900

Name of the Head of the Institution:

DR. RATISH K. KAKKAD

Tel. No. with STD Code:

(02692) 230900

Mobile:

09898362150 / 0990992925

Name of the IQAC Co-ordinator:

SHRI N. L. SANGHAVI

Mobile:

09824659244

IQAC e-mail address:

bjvm_vvnagar@yahoo.com

1.3 NAAC Track ID (For ex. MHCOGN 18879) _____

1.4 Website address:

www.bjvm.ac.in

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.79	2008	5 YEARS
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.6 Date of Establishment of IQAC :

DD/MM/YYYY

15 JULY, 2008

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

2012-2013

1.8 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	2008-2009: 04/06/2013	(DD/MM/YYYY)4
ii. AQAR	2009-2010: 04/06/2013	(DD/MM/YYYY)
iii. AQAR	2010-2011: 18/04/2013	(DD/MM/YYYY)
iv. AQAR	2011-2012: 25/11/2013	(DD/MM/YYYY)
v. AQAR	2012-2013: 03/03/2014	(DD/MM/YYYY)

1.9 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 ☐

1.10 Type of Faculty/Programme

Arts ☐ Science ☐ Commerce ☒ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☒

Others (Specify)

1.11 Name of the Affiliating University (*for the Colleges*)

SARDAR PATEL UNIVERSITY

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

07

2.2 No. of Administrative/Technical staff

03 + 03

2.3 No. of students

02

2.4 No. of Management representatives

02

2.5 No. of Alumni

04

2.6 No. of any other stakeholder and
community representatives

01

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

02

2.9 Total No. of members

19

2.10 No. of IQAC meetings held

02

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes ☐ No ☒
 If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International ☐ National ☐ State ☒ Institution Level ☐

(ii) Themes

PROMOTION OF CULTURE OF QUALITY THROUGH RESEARCH

2.14 Significant Activities and contributions made by IQAC

02 MINOR RESEARCH PROJECTS

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
Annexure "A"	

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes ☐ No ☒

Management ☐ Syndicate ☐ Any other body ☐

Provide the details of the action taken

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	02	----	----	01+ 02
PG Diploma	01	----	01	----
Advanced Diploma				
Diploma	01	----	01	
Certificate	01	----	01	
Others				
Total	05	----	03	03
Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	03
Trimester	---
Annual	02

- 1.3 Feedback from stakeholders* Alumni ☒ Parents ☒ Employers ☒ Students ☒
(On all aspects)
- Mode of feedback : Online ☐ Manual ☒ Co-operating schools (for PEI) ☐

*Please provide an analysis of the feedback in the Annexure

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

YES. INTRODUCTION OF ELECTIVE SUBJECTS : EVS, DM, TM, BE, SE, CC&SD, LSM, ETC.

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

NO

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
16	02	13	01	10

2.2 No. of permanent faculty with Ph.D.

06

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
02	08	13	---	01	--	--	02	16	10

2.4 No. of Guest and Visiting faculty and Temporary faculty

01

01

08

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	11	25
Presented papers	02	05	03
Resource Persons	---	----	01

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

Class Room with ICT Facility, Surprise Test, Assignments, CBCS Multiple Choice Questions.

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

212

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

Question Bank, Study Materials.

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

16

ALL

2.10 Average percentage of attendance of students

80%

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.COM	449	02.06%	17.93%	43.79%	36.21%	64.59%
BBA	052	11.11%	48.89%	31.11%	08.89%	86.54%

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes : Evaluation of Results, Orientation of New Teaching Technique Guidance & Promoting to Co-curricular Activities by the Faculties & Participated in other Institution, University State Level or National Level

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-----
UGC – Faculty Improvement Programme	-----
HRD programmes	-----
Orientation programmes	-----
Faculty exchange programme	-----
Staff training conducted by the university	-----
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	25
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	07	----	03
Technical Staff	03	----	----	----

Criterion – III

3. Research, Consultancy and Extension

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

- Formation of Research groups to undertaken
- Project Proposal (KCG)
- Enriched the library by latest research journals
- Motivation talks by exports of Research

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-----	-----	02	-----
Outlay in Rs. Lakhs	-----	-----	Rs. 02 Lakhs	-----

3.4 Details on research publications

	International	National	Others
Peer Review Journals	08	03	-----
Non-Peer Review Journals	-----	-----	-----
e-Journals	-----	-----	-----
Conference proceedings	01	02	-----

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	02	UGC	Rs. 02 lakhs	---
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total	02		Rs. 02 lakhs	----

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges

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

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number			01		
Sponsoring agencies			KCG CVM		

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
Total

3.16 No. of patents received this year

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

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

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

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

01

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

01

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

40

State level

National level

International level

3.22 No. of students participated in NCC events:

University level

50

State level

60

National level

10

International level

3.23 No. of Awards won in NSS:

University level

State level

National level

International level

3.24 No. of Awards won in NCC:

University level

State level

01

National level

01

International level

3.25 No. of Extension activities organized

University forum	02	College forum	07	
NCC	04	NSS	04	Any other ---

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

- Adult Education, Tree Plantation, Blood Donation, Campus Cleaning Drive
- Red Rabin Club, AIDS Awareness, Cancer Awareness, Women Self Defence

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	2.224 acre	---	---	2.224 acre
Class rooms	19	----	----	19
Laboratories	02	----	----	02
Seminar Halls	01	----	----	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	----	06	----	06
Value of the equipment purchased during the year (Rs. in Lakhs)	----	Rs. 2298740	UGC	Rs. 2298740
Others	----	----	----	----

4.2 Computerization of administration and library

Partially Computerised

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (Rs.)	No.	Value (Rs.)	No.	Value (Rs.)
Text Books	34213	1010093	95	19410	34315	1029503
Reference Books	11699	139762	37	12294	11736	152056
e-Books	---	----	----	----	---	----
Journals	70	46334	02	1700	72	48034
e-Journals	---	----	----	----	---	----
Digital Database	---	----	----	----	---	----
CD & Video	---	----	139	---	----	----
Others (specify)	---	----	----	----	---	----

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	91	03	90	03	73	06	----	12
Added	52	---	----	---	52	----	----	----
Total	143	03	90	03	125	06	----	12

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

Internet connectivity
Computer training to office staff, C+++ , Ms-Office, etc.

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.12960
ii) Campus Infrastructure and facilities	0.10500
iii) Equipments	0.11772
iv) Others	----
Total :	0.35222

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- To Bridge the Theory & Practice Policy
- To Increase the use of ICT as a Teaching learning process
- To achieve the required social transformation

5.2 Efforts made by the institution for tracking the progression

- Distribution of work to expert faculty according to the activities
- Students Counselling and Guidance Activities
- Brilliant Students Cells
- Women Cell

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1691	17	---	1708

(b) No. of students outside the state

06

(c) No. of international students

00

	No	%		No	%
Men	1240	72.64	Women	467	27.36

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1412	89	73	235	05	1814	1282	106	88	225	07	1708

Demand ratio 2:1 Dropout % 12.69%

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

- Remedial Coaching Classes
- Career Development Centre
- Personality Development Programme
- Add- on-Courses at Home Science College

No. of students beneficiaries

890

5.5 No. of students qualified in these examinations

NET	---	SET/SLET	---	GATE	---	CAT	---
IAS/IPS etc	---	State PSC	---	UPSC	---	Others	120

5.6 Details of student counselling and career guidance

- Class Counsellor for each Division
- Practical Training
- Industrial Visit
- Study Tour
- Visit to Career Development Centre
- Campus Interview

No. of students benefitted

1140

5.7 Details of campus placement

Number of Organizations Visited	<i>On campus</i>		<i>Off Campus</i>
	Number of Students Participated	Number of Students Placed	Number of Students Placed
Elecon	60	02	
ICICI Bank	120	04	
Kotak Mahindra Bank	80	02	
TCS	90	02	

5.8 Details of gender sensitization programmes

- Self Defence (SP University)
- NCC for Girls 4th Guj. Girls Battalion
- Cultural Programme (S P University)
- Sports and Athletics (S P University)

5.9 Students Activities

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

State/ University level

13

National level

03

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 Rs.
Financial support from institution	19	19,600
Financial support from government	234	10,46,184
Financial support from other sources	02	1,050
Number of students who received International/ National recognitions	01	10,000

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:

1. Drinking Water Purification (R.O.System)
2. Quality of Food in Girls Hostel
3. Hot Water Facility in Boys & Girls Hostel Students

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision : To dedicate ourselves to the perpetuation of our Founders' Vision of providing the infrastructure, facilities, operating conditions and overall environment conducive to the Education of young scholars, along with the desired physical, mental and character building inputs; to firmly renew our commitment of providing value added, globally relevant Education with an emphasis on the Techno - Management domain, to ensure that our scholars fruitfully exercise their knowledge, skills and values in the global perspective.

Mission : To add significantly to our enduring civilization tradition of pioneering excellence in learning, knowledge, enlightenment and self - realization, in a universally relevant context.

6.2 Does the Institution has a management Information System

Yes

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

6.3.1 Curriculum Development

Revision of Syllabus
B.Com, BBA SEM I to VI

6.3.2 Teaching and Learning

-Adoption of New Methods
- New Equipment likes OHP, Multimedia

6.3.3 Examination and Evaluation

-Assignments
-Multi choice Questions
- Questions Banks
- Study Materials, Solutions of University Papers

6.3.4 Research and Development

-Books & Journals for R & D
- Participation in Conferences of Current Trends
- Presentation of Research Papers in Conferences at State Level and National Level
-Publications of Articles in Journals, Magazines and Books

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Partially Computerised Library
- CD and DVDs
- Internet Connectivity
- Gym Centre

6.3.6 Human Resource Management

- Staff Meetings
- Distribution of Work
- Staff Tour
- Motivational Lectures by experts of Management

6.3.7 Faculty and Staff recruitment

- As per UGC and State Government Norms
- Professionals –C.A, CS, LLM
- Visiting Faculties from Various areas from Multidiscipline

6.3.8 Industry Interaction / Collaboration

- Contact of Local Reputed Industries
- Frequent industrial visit of GIDC
- Industrial work shops arrange by Charotar Management Association

6.3.9 Admission of Students

- Entrance Test Comprises of Written Test and personal Interviews
- Merit based on percentage
- Preference to inter regional students

6.4 Welfare schemes for

Teaching	Group Insurances, LTC, SPU Teachers Welfare, SPUATA Welfare
Non teaching	Group Insurance
Students	Free-ship and Scholarship, Book, Bank, Hostel

6.5 Total corpus fund generated

Rs. 1,50,000

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	√	KCG	√	Principal
Administrative	√	CVM	√	Principal

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

For UG Programmes Yes ☐ No ☒

For PG Programmes Yes ☐ No ☒

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

-CBCS –Choice Based Credit System
- Internal Examination System, Arrear Test, Improvement Test, Assignments, Attendance

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

-Internal Marks with 40% Weightage in Total Marks
- Selection of Optional Subjects under CBCS

6.11 Activities and support from the Alumni Association

-Alumni Annual Meeting
- Academic Planning
-Consultancy & Suggestions
- Financial Support and Guidance

6.12 Activities and support from the Parent – Teacher Association

- Parent – Teachers Meeting
- Counselling with Parents and Students
- Progress Reports of Students
- Warning to Irregular Students

6.13 Development programmes for support staff

-Provision of Uniforms
- Vehicle Driving
- Indoor Games

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

- Well Maintained Gardens with Landscape
- R.O. System
- Separate Parking for Boys, Girls and Staff

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.

- Alumni Meet
- Parent Meet
- KCG Work Shop for Minor / Major Research Project
- Commssionare of Higher Education, Govt. of Gujarat

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

- Teaching Plan
- Annual Academic Plan
- Internal Examination
- Industrial visit & Project Reports

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

- Infrastructure facility is being developed keeping in view the modern day requirement
- Vibrant NSS and NCC Units

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

- Tree Plantation
- Rallies Organised by NSS / NCC Units
- Campus Cleaning Drive
- Visit to Slum Area

7.5 Whether environmental audit was conducted?

Yes

☐

No

☒

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

- The College was Awarded The Best Commerce College of Gujarat.
- A Cricketer of the college selected in Gujarat Ranji Trophy Cricket Team.
- The College has Digital Educational and Learning Laboratory (DELL)

8. Plans of institution for next year

New Courses :

-Master of Commerce (M.Com.)

-Add-on Course (Diploma in E-Commerce and Diploma in Communicative English)

Name: Shri N. L. Sanghavi (Retd.)



Signature of the Coordinator, IQAC

Name: Dr. Ratish K. Kakkad (Ex. Principal)

: Shri R. M. Patel (I/c Principal)



Signature of the Chairperson, IQAC
