



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	A CHARUTAR VIDYA MANDAL'S INSTITUTION BHIKHABHAI JIVABHAI VANIJYA MAHAVIDYALAYA
Name of the head of the Institution	Dr. Ketaki Sheth
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	02692230145
Mobile no.	9824534277
Registered Email	bjvm_vvnagar@yahoo.com
Alternate Email	drketakisheth@yahoo.co.in
Address	Opp. Shastri Ground, Nana Bazar, Vallabh Vidyanagar -388120, Dist: Anand, State: Gujarat, India
City/Town	Vallabh Vidyanagar
State/UT	Gujarat

Pincode	388120																								
2. Institutional Status																									
Affiliated / Constituent	Affiliated																								
Type of Institution	Co-education																								
Location	Semi-urban																								
Financial Status	state																								
Name of the IQAC co-ordinator/Director	Shri I. N. Tandel																								
Phone no/Alternate Phone no.	02692230145																								
Mobile no.	9824799038																								
Registered Email	intandel1962@gmail.com																								
Alternate Email	bjvm51iqac@gmail.com																								
3. Website Address																									
Web-link of the AQAR: (Previous Academic Year)	http://bjvm.ac.in/naac/AQAR2017-18.pdf																								
4. Whether Academic Calendar prepared during the year	Yes																								
if yes,whether it is uploaded in the institutional website: Weblink :	http://bjvm.ac.in/naac/ACADEMIC%20Calender%202018-19.pdf																								
5. Accrediation Details																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B</td> <td>2.79</td> <td>2008</td> <td>28-Mar-2008</td> <td>27-Mar-2013</td> </tr> <tr> <td>2</td> <td>B</td> <td>2.62</td> <td>2015</td> <td>01-May-2015</td> <td>30-Apr-2020</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B	2.79	2008	28-Mar-2008	27-Mar-2013	2	B	2.62	2015	01-May-2015	30-Apr-2020
Cycle	Grade	CGPA	Year of Accrediation	Validity																					
				Period From	Period To																				
1	B	2.79	2008	28-Mar-2008	27-Mar-2013																				
2	B	2.62	2015	01-May-2015	30-Apr-2020																				
6. Date of Establishment of IQAC	27-Jul-2015																								
7. Internal Quality Assurance System																									
Quality initiatives by IQAC during the year for promoting quality culture																									

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Meetings with Teaching Non- Teaching Staff	04-Apr-2019 1	32
Meetings with Teaching Non- Teaching Staff	20-Feb-2019 1	24
Meetings with Teaching Non- Teaching Staff	29-Dec-2018 1	10
Meetings with Teaching Non- Teaching Staff	29-Sep-2018 1	23
Meetings with Teaching Non- Teaching Staff	28-Aug-2018 1	18
Meetings with Teaching Non- Teaching Staff	03-Jul-2018 1	23
Formation of Student Council & Appointment of Student	22-Sep-2018 1	22
IQAC Talk cum Discussion	20-Aug-2018 1	250
IQAC Meeting	18-Apr-2018 1	18
IQAC Meeting	17-Jul-2018 1	19
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
B. J. Vanijya Mahavidyalaya	National Seminar	NAAC	2018 2	100000
B. J. Vanijya Mahavidyalaya	Finishing School	KCG	2018 14	500000
B. J. Vanijya Mahavidyalaya	Saptadhara	KCG	2018 7	20000
B. J. Vanijya Mahavidyalaya	UDISHA	KCG	2018 7	20000
B. J. Vanijya Mahavidyalaya	Placement	KCG	2018 2	50000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	Yes
If yes, mention the amount	100000
Year	2018

12. Significant contributions made by IQAC during the current year(maximum five bullets)

- Organised International Conference in Collaboration with Agro Economics Research Centre, Govt. of India, V.V. Nagar.
- Organised NAAC Sponsored National Seminar on "Emerging Trends in Quality of Teaching, Learning and Evaluation: The Road Ahead". Dated 22nd and 23rd February 2019.
- Organised Workshop on "Research Methodology and Plagiarism"
- Finishing School Training Programme of 100 Hours Training Programme - Sponsored by KCG, Ahmedabad.
- As a Nodal Institute appointed by the Government of Gujarat, organized Mega Placement Camp 2019.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achievements/Outcomes
To introduce Certificate and Diploma courses To update Classrooms with ICT Facilities To enhance physical, IT and library infrastructure To prepare Teaching Plan To prepare Course Completion Report To provide study materials To organise National Seminar To sign MOU with other Institution/NGO/Agency To organise workshop Inflibnet Registration SWAYAM MOOC Scholarships and Financial Support Finishing School Programme Anand District Mega Placement Camp2019 District Youth Parliament International Seminar Study Tour Mobile Application	1. Certificate Course in Direct TaxI 2. Certificate Course in Direct TaxII 3. Certificate Course in Leadership And Corporate Soft Skills 4. Certificate Course in Entrepreneurship Development 5. Certificate Course in Accouting (Tally ERP with GST) 6. Certificate Course in Computer Application 7. Diploma Course in Computer Application 8. Advanced Diploma Course in Computer Application Three more Classrooms updated with ICT facilities. 1. The College has completely overhauled its WiFi system in the academic year 201819. The new WiFi system, owned and set up by the College, is latest in its technology, enabling the College Campus to become completely Wifi enabled. 2.

As of now, there are 40,000 books, ebooks, journals and other academic literature housed in the college library. 3. Currently, in the area of infrastructure, the focus is directed towards the renovation of the Seminar Hall and setting up of new as well as replacement of water supply lines to the College. Teaching Plan prepared in all subjects in the beginning of the semester. Course completion report has been prepared in all the subjects at the end of the semester. Soft copy of study materials has been provided to the students. Two day NAAC Sponsored National Seminar was organized on "Emerging Trends in Quality of Teaching, Learning and Evaluation: The Road Ahead". Dated 22nd and 23rd February, 2019. MOU signed with Madhuvan Foundation and MOU signed with Tally Solution Private Limited • One day Workshop was organized on Research Methodology and Plagiarism. • One day Workshop was organized on Intellectual Property Rights. User ID and Passwords are given to students and faculties can assess more than 500 Journals and more than 70,000 books. 72 students were registered. Scholarships and Financial Support were provided to 458 students. 93 students were registered and successfully completed 100 Hours Training Programme - Sponsored by KCG, Ahmedabad. More than 2000 students participated in Mega Placement Camp on 5th 6th February 2019. BJVM is selected as nodal institute by GOG for different streams and more than 200 students were selected. BJVM nominated as Nodal Institute and conducted Anand District Youth Parliament. International Seminar on Emerging global Economic Situation: Impact on Trade and AgriBusiness in India on 28-29 September, 2018 organised in association with AREC and NABARD. Study Tour organised to visit Amul Dairy, Amul Chocolate Plant, Sardar Patel Memorial, and Sardar House. Students registered under Virtual SPU Mobile Application.

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Charutar Vidya Mandal, Vallabh Vidyanagar	28-Oct-2020
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	16-Jan-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	The various MIS employed by the College are as follows: <ul style="list-style-type: none"> • Students' Database Management System: Student Management Software is installed to get detailed information about the entire student fraternity. • Students' Admission Management System: The College is nominated as help desk center for online central admission process of UG students of the Sardar Patel University, Vallabh Vidyanagr. • Students' Attendance Management System: Students Attendance records are maintained and sent through SMS gateway. • Library Information and Management System: SOUL Software is installed and book/s are searched, issued and received. • Accounting Management System, Salary and Payroll Management System through MIS. • Two way communication between College, Management, University, Commissioner of Higher Education, KCG and UGC. • Student Satisfaction Survey is made online. • Acharaya Student Management Software is used to maintain student records.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The academic curriculum and its term schedule's are prepared and provided by the Sardar Patel University, Vallabh Vidyanagar. Assiduous planning by the College precedes punctilious delivery by faculty members. The College meticulously develops action plans taking into account the objectives of the Curriculum, the number of teachers and students and infrastructure available. The College has created and maintained an inspiring atmosphere in the campus to support the effective delivery of all components of the curriculum like teaching, learning, assessment and resource in its core function of teaching at the class room level. • At the beginning of each academic session, college prepares its academic calendar, which is uploaded on the college website. The academic calendar is prepared in accordance with the Sardar Patel University's term schedule. Students are informed about the academic calendar of the college notifying the probable teaching days, dates of internal examinations, curricular, co-curricular and extension activities. • Orientation programme is organized every year for newly admitted students to make them aware of the mechanism for curriculum delivery and implementation. • Time table committee of the college prepares the time table. Time table is prepared strictly in accordance to the number of credit points mentioned in the prescribed syllabus of each course offered by the students. • Principal conducts meetings for allotment of subjects and syllabus distribution among the teachers. Students are given details of teaching assignment of each course teacher at the beginning of a session by the concerned teachers. • Based on the teaching assignments allotted in the syllabus distribution, teachers prepare their "teaching plans" according to the number of lectures allotted in the subject. During the academic term course completion report is being collected for each and every subject from the teacher's. • We have highly qualified and experienced teachers with specialization and accordingly work distribution is done. • Programme wise coordinator is appointed on yearly base. • Along with the traditional chalk and talk method, teachers often use power-point presentations during the lectures. • Class tests/surprise test and student seminars are held after completion of a section of the syllabus and periodic review of performance of students is undertaken by internal exam. • Industrial visits are arranged for BBA students to ensure effective implementation of the prescribed curriculum. • Student satisfaction survey is conducted by IQAC to improve the teaching learning process. • The perspicacious implementation of the curriculum engages beyond the classroom to innovative teaching practices employing a wide range of instructive methods and edifications to endear to a culturally diverse and intellectually heterogeneous student base. Lectures, speaker sessions and workshops by eminent personalities from academics, corporate sector, policymaking bodies and media are held regularly to enhance the curriculum to a more application-oriented.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Certificate Course in Direct Tax-I	-	09/01/2019	45	Yes	Yes
Certificate Course in Direct Tax-II	-	09/01/2019	45	Yes	Yes
Course in Leadership And	-	09/01/2019	45	Yes	Yes

Corporate Soft Skills					
Certificate Course in Entrepreneurship Development	-	09/01/2019	45	Yes	Yes
Certificate Course in Accounting (Tally ERP with GST)	-	09/01/2019	45	Yes	Yes
Certificate Course in Computer Application	-	09/01/2019	45	Yes	Yes

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	122	4

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Business Ethics	15/06/2018	397
Environmental Studies	15/06/2018	594
Time Management	15/06/2018	406
Disaster Management	15/06/2018	397
Social Entrepreneurship	15/06/2018	40
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	Internship Training (Big Bazar)	176
BBA	Industry Expouser (SYBBA)	48

BBA	Comrehensive project (TY BBA)	56
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>The College encourages feedback from the students, teachers, alumni and parents. The College employs a systematic feedback mechanism to harness its effectiveness. The mode of feedback is both manual (offline) and online. • This criterion focuses on the aspects of curricular aspects of planning and implementation, its enrichment and the feedback system in the College. While the academic curriculum and its calendar are governed by the University, the curriculum delivery involves introspection and sustained implementation of the academic planning and delivery over a period of time. • The curriculum is suitably enriched to be representative of stakeholders expectations in catering to needs of the student, the society and the nation at large. • A feedback from students, alumni, and parents is collected and analyzed. The feedback is analysed to develop the roadmap for the academic year ahead and align the interests of various stakeholders with the institutional interests. The conclusions are drawn thereof and changes in curriculum are incorporated. The feedback system has enabled: • Adoption of Certificate courses from 2019. • Most of the courses are revised in the last 5 years and some new courses are also introduced. • Courses for B.Com. BBA and M.Com are revised. • Most of the courses are employability oriented. • The college offers Special subjects of Advanced Banking, Advertisig Sales Management (ASM) and Tax Procedure Practice (TPP). • The college offers subject specialization of Advance Accounting and Auditing, Advanced Banking, Advanced Business Management in B.Com programme, in B.B.A programme spcialization in the subjects of Advanced Human Reosurce Management, Advanced Financial Management, Export Management and Advanced Marketing Management. • In M.Com Programme specialization is offered in Human Resource Managemen, Accounting and Taxation.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MCom	Commerce	70	71	70
BBA	Management	60	101	60
BCom	Commerce	600	1114	534
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1267	102	22	2	12

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
22	22	104	9	3	8
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

• The college has well-defined students mentoring system at all levels i.e. undergraduate and Post graduate level wherein individual attention is being provided to each and every student. • The college has system of mentoring students by forming a counselling cell to look after academic and psychological wellbeing. College also monitors class attendance and performance of students. • Class wise class counsellor is appointed. In the beginning of the academic year the class-wise names of class counsellors are displayed on the college notice board and students are also informed in their classrooms. Class counsellors are taking care for academic progress and psychological well being of their students. They are also monitoring the attendance and academic progress reports. They also provide primary psychological counselling to the needy students. • Class counsellor maintains the records of their students' attendance, class performance and academic progress. Class counsellor uses both formal and informal means of counselling. The class counsellor interacts with their parents, during parents meeting and discuss about students attendance, performance and other matters like behaviour, potentials etc.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1369	22	1 : 62

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
22	17	0	5	13

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr. Ketaki Sheth	Principal	File attached
2018	I.N. Tandel	Associate Professor	File attached

2018	Dr. S.R. Ajmeri	Associate Professor	File attached
2018	Dr. J.P. Parmar	Associate Professor	File attached
2018	Dr. R. N. Patel	Associate Professor	File attached
View File			

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	BCOM	SEM: I/III/V	03/12/2018	12/01/2019
BCom	BCOM	SEM: II/IV/VI	20/04/2019	24/05/2019
BBA	BBA	SEM: I/III/V	03/12/2018	11/01/2019
BBA	BBA	SEM: II/IV/VI	20/04/2019	22/05/2019
MCom	MCOM	SEM: I/III	26/10/2018	12/12/2018
MCom	MCOM	SEM: II/IV	02/04/2019	21/05/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

- The College follows a systematic approach on Continuous Internal Evaluation with students being evaluated at two levels: classroom teaching and Tutorial.
- Sardar Patel University Internal Evaluation System includes written test, assignments, attendance, presentation, quiz etc.
- In all subject's unit-wise assignments are given by the subject teacher decided by exam coordinator of the B.Com. , B.B.A, and M.Com respectively. Accordingly, teacher concerns assess the assignment/s of the students and give marks of it.
- All the records are submitted to the examination committee.
- Results are discussed in the meeting and if needed gracing policy is framed and implemented accordingly.
- Those who had not given Internal Exam we arrange Arrear Test for them.
- Most of the faculties are giving their manuscript/s of question paper/s in soft copy and submit answer key and scheme of marking in all subjects along with questions.
- CCTV Cameras are installed in all classes for smooth monitoring of examination.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

- The College follows the term schedule as prepared by the Sardar Patel University. The academic calendar schedules the commencement and the closure of the semesters as well the conduct of examination. Internal test evaluation is done on Centralized Pattern.
- The college follows a well planned academic calendar. The academic calendar provides adequate balance between academic and non academic activities, teaching and examination schedule.
- The teaching plan is prepared by every faculty at beginning of the semester and course completion report is prepared at the end of the semester. Effective monitoring of plan schedule is taken care by the head of the institute.
- The college calendar committee is headed by principal and co-ordinated by IQAC Co-ordinator, Joint Co-ordinator of NAAC, Examination Co-ordinator, Vice-President of the college. The process of Academic calendar making for the academic year begins well in advance.
- The Academic calendar contains necessary information such as dates of internal Examination, cultural events, academic events, NSS. NCC and sports events. It also includes tentative schedule to organise seminars, lecture

series, field trips and other activities. Academic calendar is also made available on the college website. • The college follows a structured teaching plan. All the faculty members in the beginning of the semester prepare subjectwise teaching plan and at the end of the semester they are preparing course completion report and submitting it to IQAC of the college. All the teaching staff of the institute are maintaining work diary every year and every week it is signed by the principal. • As per the Academic calendar, we are conducting our examination and all other activities are also conducted as per the planning.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://bjvm.ac.in/aqar.html>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
M.COM	MCom	COMMERCE	33	27	81.82
BBA	BBA	MANAGEMENT	37	34	91.89
B.Com	BCom	COMMERCE	262	171	65.27

[View File](#)

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://bjvm.ac.in/naac/SSR%202018-19.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				

[View File](#)

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Workshop on Research Methodology and Plagiarism	Commerce and Management	19/03/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
View File					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Commerce and Management	4

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Commerce Management	6	0
View File			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Commerce Management	20
IQAC- BJVM NAAC	2
International Conference BJVM	4
View File	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
View File						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
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Attended/Seminars/Workshops	22	24	6	21
Presented papers	24	18	2	0
Resource persons	1	1	1	8
View File				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
View File			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
View File			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
View File					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate

houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
433219	433219

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Others	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL	Partially	2.0	2014

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	38104	1115470	176	30975	38280	1146445
Reference Books	11749	155262	0	0	11749	155262
Journals	38	37196	0	0	38	37196
View File						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional

(Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	98	1	5	2	1	1	0	100	12
Added	7	0	0	0	0	0	0	0	0
Total	105	1	5	2	1	1	0	100	12

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NA	NA

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
615000	625000	45500	45500

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

• The policy of the College is to fulfil and upgrade the infrastructural requirements as and when such need arises. Infrastructure Committee of the College is constituted to plan and ensure that the available Infrastructure is in line with its academic growth and is optimally utilized. • Joint Secretary of Estate Department of Charutar Vidya Mandal is looking after regular instalment, upgradation and regular maintenance of all infrastructural facilities. The management has centralized operating system for the maintenance work and it is carried out by trained in-house experts as well as outsourced to appropriate outside agencies. • The College has appointed a Technical Assistant and a Computer Network Assistant to provide regular support services relating to computer hardware and software. They also ensure the allotment of Wi-Fi passwords to individual students and faculty members. • In Charutar Vidya Mandal (our management) has appointed agency to ensure the cleanliness, hygiene, sanitation, water supply, electricity, and security and stationery condition and to update the Principal of the institution about the current/daily state of affairs. • Furniture and equipments are being purchased as per the requirements. Recently college has replaced sets of CCTV cameras for the

whole campus. Purchased 21 new Podiums for classrooms and Battery for backup.

- Charutar Vidya Mandal looks after all the maintainance and awards Annual Maintenance Contracts (AMCs) to external agencies/private vendors for the maintenance of computers, LAN, servers, printers, projectors, scanners, laptops and biometric attendance system.

<http://bjvm.ac.in/aqar.html>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Scholarship	39	96250
Financial Support from Other Sources			
a) National	Post Matric Scholarship	417	2775874
b) International	0	0	0
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Finishing School	93	93	0	81
View File					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed

9	117	81		0	0
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	0
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Annaul Sports Day	Institution Level	120
Musical Morning	Institution Level	60
Cultural Programme	Institution Level - Cultural Activities	60
Cultural Programme	University Level - Youth Festival	35
Cultural Programme	Taluka Level - Kala Khumbh	30
Navaratri Celebration	Institution Level	380
Ganesh Utsav	Institution Level	150
View File		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Achieved Gold Medal In Karate Competition	National	1	0	sybcom	Dhara.P.Shah
View File						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The purpose of the Student Council is to provide opportunities for students to build leadership by planning and carrying out events and service projects. The student council is the representatives of the student body. They support students to share their thoughts, desires and issues with the whole school

group. Student Council is formed on the basis of merit. • College creates a platform for the active participation of the students in the various academic administrative bodies including other activities. It empowers the students in gaining leadership qualities, rules, regulations and execution skills. Activity of Student Council: • BJVM's Student Council representatives actively participate in various activities. They help in coordinating all the events related to academics and other co-curricular Extra-curricular activities. They performed lot of academic and administrative work by taking the help of other students. They also motivate other students to take part in the activities conducted by the college. They work as a medium between faculty and students. • The student council plays a dominant role in many activities related to fine arts, sports and other co-curricular activities of the college. • Various co-curricular activities organized by the student council include Special Lectures by experts, Seminars, Workshops, Symposium. Eminent speakers and industrialist deliver speeches on topics relevant to current educational scenario. Student members of the councils also celebrate important days like National Festivals, Birth/Death Anniversaries of important leaders, International Women's Day, International Yoga Day, Sports Day, Non-violence Day, Teachers Day, Freshers Day, Farewell Party, World Literacy Day, World AIDS Day, etc. • The Student Council helps students share ideas, interests, and concerns with faculties and principal. They often also help raise funds for -wide activities, including social events, community projects, helping people in need. • College regularly publish the magazine "Smuraddhi". The constitution of the student council comprises President, Vice President, Secretary, Joint Secretary, and student council members. The composition of student members is of one topper from each class is nominated as class representatives, for all classes. Following are the bodies which have student representatives on them: 1. The Joint Consultative Committee 2. The Library Committee 3. The Anti-Ragging Cell 4. The Discipline Committee 5. The Sports Games Committee 6. Debate Secretary 7. Fine Arts Secretary

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

600

5.4.3 – Alumni contribution during the year (in Rupees) :

535000

5.4.4 – Meetings/activities organized by Alumni Association :

2

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

1. Decentralization Administrative System • At beginning of the academic term, principal in consultation with office superintendent and IQAC Coordinator distribute the office and administrative work to the office staff. This work distribution mainly focuses on preparation of budget, admission, internal and external examination, routine office work etc. • College Budget is prepared at the end of the previous academic year by accountant in consultation with

principal and IQAC coordinator. This budget is submitted to the management for the approval. After getting approval accordingly expenses and expenditure are made. Being a grant in aid college timely tuition fees collected is transferred to the government. In addition to this other important functions of administrative staff are being executed throughout the year timely and effectively. • Admissions and Examination work is done by the office staff in consultation with and according to the norms of Sardar Patel University. • Student Council Budget is prepared in consultation with Principal, IQAC Coordinator, Vice President and General Secretary. 2. Participative Management in Academics: • The management encourages and sanctions funds to utilize for different developmental activities of the college. They also contribute generously in terms of awards and recognition to deserving candidates in the field of academics, extra curricular and co - curricular activities. • The Principal coordinates with the teaching, non- teaching staff and student's body members for the effective functioning of the college. Participative management is practiced in various initiatives. • A decentralized administrative system with the intention of providing the best to the student body is in practice in this institution. Important developmental plans are discussed by the Principal along with all the committee members in which students are also a part. Plans are executed only after reviewing the suggestions. These meetings are consultative in nature and enable appropriate decision making. • The Principal assigns specific duties to various academic and administrative bodies of the college on the basis of the suggestions made by the management. Senior faculty members are given responsibilities to act as programme coordinator for smooth functioning of teaching, learning and evaluation.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	<ul style="list-style-type: none"> • The College is affiliated to Sardar Patel University and therefore the courses are designed for affiliated colleges are common in nature. According to the university term schedule academic programmes are designed integrating institutional goals and objectives with the university curriculum. Institution also prepares academic calendar and it executed accordingly.
Teaching and Learning	<ul style="list-style-type: none"> • At BJVM, the focus is on transforming and subliming the pedagogical process to be more engaging, goal oriented and keeping the faculty updated with the latest developments in pedagogy and teaching methodologies. • Accordingly, as a part of the quality improvement strategy for the same, faculty members are given freedom to adopt and innovate teaching methodologies for their respective subjects. • Our faculty members follow a holistic approach for growth and development of students, Our

teaching and learning methodology includes brainstorming, presentations, inquiry learning, hands on activities, case studies, assignments, etc. • Education is a never-ending process, hence we motivate our faculty members to join Orientation Programme, Refreshers Courses, Workshops and FDPs to upgrade their skills and constantly be in the process of learning so that they can percolate the benefits of their updated knowledge and skills to students. We motivate our faculty members to pursue higher studies. Faculty members are encouraged to use innovative teaching methodologies.

Examination and Evaluation

- The college has effective mechanism in place to ensure transparency in examination and evaluation process. • The examination and evaluation structures are governed by the Sardar Patel University and the College attempts to improve the effectiveness of the internal assessment system. • Internal evaluation is conducted in a semester at the college and at the end of semester End External Examination is conducted by University. • We follow a disciplined strategy for evaluating our students, which includes class tests, assignments, viva and presentations. Marks are displayed on the notice board and students can consult if any problem arises. • College provides opportunity to the students for the reassessment of internal test paper. • College conducts Arrear test for those students who have valid reasons. • We also provide opportunity to the students for the reassessment of internal test paper.

Research and Development

The quality improvement strategies emphasize the role of research and faculty development in the Institution. The Institute Central library facilitates research corner which includes Ph.D thesis to refer, institutional publications, research methodology books, journals e- journals for research reference. • The faculty members are encouraged to publish their research contributions in various National International Journals and conferences. • The institute motivates the faculty members to attend research-oriented seminars/workshops/conferences, etc., by providing special duty leave. • The

Institute encourages faculty members to pursue Ph.D programmes. • Students interested in research are also encouraged to write and present their research papers in National and International Seminars and Conferences.

Library, ICT and Physical Infrastructure / Instrumentation

The main objective of college library is to become instrument of instruction and to provide study materials to its users in short possible time and serve the requirements of the students, teachers and researchers towards reading, study and research. ICT is to help students to become competent and confident users who can use the basic knowledge and skills acquired to assist them in their daily lives. While good college infrastructure, with renewed spaces, makes it possible for students and youths to improve the attendance and interest of students and teachers in learning. • The library materials via Web- Information and Library Network (INFLIBNET) Centre, Gandhiagar. One can subscribed for online databases through login and password. • Our library is quipped with 8 computers having internet connectivity. • For security of library materials, we are having five fire extinguishers within the library. • Detailed list of currently subscribed journals is also uploaded on college website (printed online). • The college has 38,412 books, 11,749 Reference books and 38 Journals.

Human Resource Management

The aim of the human resource management in the College focuses on attracting, training, developing, motivating and retaining its human resources. The intention of the institution is to maximise the potential of each individual in their respective fields to the benefit of self and society. • We believe in team building and collective decision making

- The College organizes various orientation and enrichment programmes for both teaching and non-teaching staff members for upgrading their skills in accordance with the latest technology. Salary, pay-scale and increments are given to staff members as per Government norms which lead to employee satisfaction. • The College grants Medical, Casual, On Duty and Special Leave to its faculty members.

And Non Teaching gets Medical, Causal and Earned Leave as per the norms of University. It also provides Maternity Leave according to norms to its female members. Duty leaves are provided for attending enrichment courses/seminars/conferences/ workshops and exam duties. • The faculty and staff members are entitled to avail summer and winter vacations as per guidelines of the University. • We have Biometric Attendance System as well as CCTV facility. • Code of Conduct and Code of Discipline are designed by our management for the smooth functioning of the college which is executed effectively by college. • Teaching and Supporting Staff's Appraisal is carried out regularly by the Principal in prescribed form.

Industry Interaction / Collaboration

The College focus on strengthening industry interaction and collaborations as well as building long-term mutually beneficial ties for the collaborating institutions. The strategies also focus on creation of value for the stakeholders involved in the collaboration process. • Efforts are made to build and maintain excellent rapport with the Top Management of various Organizations and Industries and forge collaborative Industry, Academia alliances. This provides a unique and rare opportunity provided to students to learn the theoretical concepts practically. • Institute is in process of initiating MOU with major companies, where the component of learning that focuses on the application of theory in an authentic industrial context. Some of the major companies which visited the campus in the last academic session are: TCS, ICICI Prudential Life Insurance Corporation, Royal Enfield, Vindhya InfoTech, Kirtiraj Foods, Tech Mahindra, Gocool International, Geniebag Solutions and Concentrix Corporation. Trade Fair Visit -Vibrant Gujarat at Gandhinagar. • In BBA, college arranges industrial visit of different industries to enhance practical and theoretical knowledge of the students. • We also give comprehensive projects to the students of TYBBA students. • We invite industrialists and executives to deliver the guest talk on the different areas of the business.

<p>Admission of Students</p>	<p>The main focus here is on making the admission process smooth, informative, transparent and convenient. The college is well known in this region, so students take pride in taking admission in our college. Besides the university has made online admission system compulsory. • Our college is an affiliated College of Sardar Patel University. • Centralised online admission procedure is followed by university and based on their online admission procedure students are admitted to Colleges based on their preferences and ranks. In this spirit, admission related queries are also answered through phone calls and emails. • Admission Help-desks are set-up to facilitate prospective candidates. • Contact details of nodal officers are displayed on institutional website and on the campus. • At our college we had special help center for student Counselling and Guidance.</p>
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6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
<p>Planning and Development</p>	<ul style="list-style-type: none"> • Accordingly the academic planner is prepared and displayed on our college website. • The activities are conducted and implemented as per the academic calendar. • E- governance has been adopted by our college to provide more accurate quality information to Students and stakeholders. • Our college uses E-governance system for planning and development at Government, Society and College level. • Academic calendar is prepared for each academic year in accordanc with the Term Schedule of Sardar Patel University. • The college use Smartphone with inbuilt social app like Gmail and WhatsApp to plan academic and non academic activities of the college. • It helps to provide the brief notice of any event to be happened on college. • The college website is interlinked with university websites for regular updating of curriculum.
<p>Administration</p>	<p>To better streamline the administrative work, database and records are maintained in electronic form. • The Administration of the College functions with E-governance system at Government, Management and Univestiy level. • Bio metric has been instlled for teaching</p>

and non-teaching attendance. • Scholarships to the SC, ST, OBC, Minority and EWS students. • The college tries their best to keep in touch with latest tools of administration with available tools in hand. • Statutory information, student related information and other important forms are uploaded on the institutional website. • To ensure convenience of students, the administration promptly responds to email communication sent by students, parents and other stakeholders.

Finance and Accounts

The goals for a finance and accounts department are budgeting, cost containment, cash flow management and accurate record keeping. • The college uses the Tally software for E-governance for transparent functioning of Finance and Accounts department of the college. This helps to increase the efficiency of staff towards the accuracy in financial transactions. • Internal audit and statutory audit are done on regular basis. • The administrative office keeps all financial records separately as per the events and transactions. • The administrative office maintains the Books of Accounts properly which helps in auditing procedure quaterly as well as annually. • Further, e-compliance to regulatory authorities is done on timely basis as and when required.

Student Admission and Support

• The admission process at the college is online administered and regulated by the Sardar Patel University. • For online registration of the students university has selected as Nodal Institute. • Student are provided with internet facility as our campus is wifi facility • The College has Aacharaya Student Management Software for the admission purpose. College has extended helping counter for the students which provides them several services as such Admission form Filling, Examination form filling as well as Scholarship Form filling at one place. This service counter protects the students from outside service centre where they need pay fees for it. • Studnets feedback is also taken online. • INFBLINET facility is provided to teachers and students so they can access more than 650 magazines and 75,000 books. • Sardar Patel

	<p>University has approved Add on Course of Computer Application for B.B.A. Programme. • Presence of all the students is digitalized. • Student Enrollement is done on online portal. • Tablets are provided to the first year student as per the government directives.</p>
Examination	<p>The objective of Exams is to assess what the students have learned with regards to particular subjects. Exams will show what part of the lesson each student seems to have taken the most interest in and has remembered. Strengths and weaknesses can also be assessed through exams. • Data of examination are entered and stored digitally and also sent to the university online. • The college has the transparent examination system, internal as well as external examination conducted under the healthy environment. All classrooms are equipped with CCTV surveillance. • The College has the separate Examination monitoring room as well as strong room, assessment work is carried out in college premises. After assessment, answer sheets are shown to the students. • As per the requirement of Examination department all the necessary equipments are provided by the college such as Separate Desktop and Internet Facility for online procedure of Paper Downloading and further activities for exam purpose.</p>

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended/ for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	NA	NA	NA	0
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)

2018	NA	Tally ERP with GST For Schools and Colleges of CVM	11/06/2018	23/06/2018	0	70
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[View File](#)

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course	1	18/06/2018	08/07/2018	21

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> • CVM's Health Center • University Health Center • Group Insurance Schemes, • EPF • Maternity leave. • Staff Quaters , 	<ul style="list-style-type: none"> • CVM's Health Center • University Health Center • Group Insurance Schemes, • EPF • Maternity leave. • Staff Quaters , • Unifprms to Peuns 	<ul style="list-style-type: none"> • In campus hostel facility with quality housing for boys and Girls , Girls hostel provides food. Regular interaction with parents is done to ensure a coordinated effort for the welfare of the students. • Scholarships and Free ships from Govt., CVM and Alumni. • Book Bank facility is provided to economically backward class. • Fee Payment for Students • Paymenys of fees on installments.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Yes, Institution has an established mechanism for conducting Internal and External Financial audit every year to ensure Financial Compliance. Internal Financial audit was conducted by Charutar Vidya Mandal during the year. Financial compliance report of internal audit is submitted to Charutar Vidya Mandal was conducted after the end of the financial year. Finalization of account was completed and statements were prepared and submitted to the auditor for further verification.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
View File		

6.4.3 – Total corpus fund generated

4480543

6.5 – Internal Quality Assurance System

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

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

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

The College does not have a Parent-Teacher Association. However, the IQAC actively seeks feedback from the parents of the students studying in the College. The feedback is then analysed to improve the functioning of the College. Further, there is active interaction with parents during the admission in the form of counselling, orientation and parent teacher meetings. • College regularly conducts Parent Teacher Meeting every year and Parents are cordially invited to attend Orientation Programme of their wards. • College also conduct regular meetings and telephonic contact with the parents after analysing attendance and results of their wards. • Feedback from parents is given due consideration. • Parents are always invited for Appreciation Ceremony of Meritorious Students on Annual day

6.5.3 – Development programmes for support staff (at least three)

Soft Skills Training Programme Work Motivation and Appreciation Financial Assistance as and when required

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. University approved certificate courses 2. Three more Smart Classes 3. Wifi Campus with increased Bandwith. 4. MOU with NGO's and academic Institutions.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	NAAC Sponsored Two Days National	22/03/2019	22/02/2019	23/03/2019	118

	Seminar on "Emerging Trends in Quality of Teaching, Learning and Evaluation: The Road Ahead"				
2019	Workshop on "Research Methodology and Plagiarism"	19/03/2019	19/03/2019	19/03/2019	50
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Physical Health - Installation of Incineration machine in girls' room and orientaion programme for girls, how to use this machine and its benefits	08/03/2019	11/03/2019	200	0
Mahila Abhayam Helpline (181)	28/01/2019	28/01/2019	80	0
Self-defence Programme	16/02/2019	16/02/2019	75	0
Women Empowement (Guest Talk) Gender Sensitization and Equality	13/02/2019	13/02/2019	80	40
Skill Development for Girls Student	23/08/2018	23/08/2018	30	0
Rakshabandhan Celebration at Blin School , Mogri and Poplice Station,	26/08/2018	26/08/2018	17	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

NA

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	1
Rest Rooms	Yes	1
Any other similar facility	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
View File							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Prospectus for Students (CVM and BJVM)	01/05/2018	- For getting admission in BBA clear guideline BCOM, BBA and MCOM - Payment of fees and submission of documents and relaxation in fees and scholarship - For outsider getting provisional eligibility certificate - Rules and regulation laid down by the college and university relating to class work, attendance, assignments, test performance, discipline, internal and university exam. - Rules regarding stay in the hostel, anti smoking and use of mobile and vehicles - Participation in industrial/ educational tours, exposure programmes, regularity and punctuality

<p>Code of Conduct issued by CVM (for Teaching , Non Teaching and Head of the Institutuon)</p>	<p>23/10/2018</p>	<ul style="list-style-type: none"> - Playing secular prayers regularly before the college starts - Regularity and punctuality of time and attendance - Active involment in activities and programmes of CVM and college - Active participation in teaching, learning research and expansion programmes - Informing about achievements, awards and recognition - Developing values of co-operation and unity - Following rules regulation and maintaining organisation al discipline. - Grievances redressal for all emplyees - Rules for leave and leaving the campus during college hours (Maintaining Movement Register) - Maintaining work dairy - Taking action against absentism of the students in the class rooms - Preparing and submitting personal academic and extra activities report in every semester - Taking (obtaining) prior approval for organising any kind of programme - Maintaining aing secracy and dignity of work reltaed to internal and university exam - Maintaining dress code, behaviour, wearing Icard, judicious used of mobile, completion of syllabus and counselling of students - Not to provide college platform for marketing purpose to any other external agencies - Mainting decorum in any kind of celebration and taking permission in inviting guests for the various functions.
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7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
View File			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1.No Plastic Use (Say No to 'Single use Plastic') 2.Making And Distribution of Paper bags 3.Tree Plantation 4.Compose Pit 5.Water Harvesting 6.Reused of one side used papers

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice One 7.1 Best Practice Student's Council. 7.1.1 Title of the Practice: Students' Council 2018-2019. 7.1.2 Objectives of the Practice: It is one of the healthiest Tradition and Practice of our Institution. - To make the students aware about their responsibility towards their Institute and fellow students. - To make the aspiring students study conscious. Because really if they want to be part of students' council then they will have to be good in the studies as well. - To develop the qualities like co-operation, tolerance and sensitize them regarding their needs. - To avoid the clash and conflict among the students for the different posts. 7.1.3The Context of the Practice: - The members of the students' council are selected purely on the basis of their merit. - From each class and level of B.Com, BBA and M.Com the students who have secured highest marks in previous class is selected as the class representative. - Among all the selected students for positions like General Secretary, Ladies Representative, Debate Secretary, Sports Secretary, Fine Arts Secretary are appointed. Such positions are given to the students looking at their aptitude, interest, involvement and achievement. - After forming (framing) Students' Council the budget for Gymkhana activities is prepared and got approved in the meeting in which the whole BJVM staff including members of Students' Council remained present. - Once the budget is approved then throughout the year various activities are planned, organized and conducted in which students participate whole heartedly. - The class representatives remain in continuous contact with the respective class counselors and represent the problems if they have any regarding their studies other students' related problems. 7.1.4 The Practice: From the last 70 years, BJVM is administering and advocating democratic values to mould the students' personality. During the initial years through election members of students' council were selected. But it was noticed that the formation of Students' Council became power game, local political party got involved in it and many times events of unwanted, undesirable, unnecessary conflict and clash were experienced. Sometime police department's intervention was also noticed, so to avoid such unpleasant, unhealthy events which harmed the reputation of illustrious college, the college started forming the Students' Council selection based on merit. This healthy practice helped the college to maintain peace and harmony in the premises. The deserving students get entry in Students' Council and the dignity of it is maintained. 7.1.5 Evidence of Success: - Students really feel proud to be a part of Students' Council. - They realize their responsibilities and in due course they fulfill also. - During meeting they also give their valuable suggestions and many times they suggest the programs of their choice (liking). - In the formation of IQAC team of the college, General Secretary is also involved. He / She contributes to assure the internal quality of the Institution. - During the organization of various programs, the members of Student's Council assure the discipline throughout. - Right from welcoming the new students to farewell of the final year the Students' Council organize and conduct all the programs. 7.1.6 Problems Encountered and Resources Required: - Some meritorious students do not want to become part of the Students' Council.

Because of their much concentration on studies, they consider their involvement in Students' Council as digression, as intervention in their regular course of study so they become reluctant to accept any post in Students' Council. They are busy in preparing themselves for competitive exam and further studies. So at the time of various programs they are not available. Even they lack interest in such cultural programs. - Some students who are really interested in organizing and attending programs but because of their poor results they don't get entry in Students' Council. - Sometimes students having notorious values who don't get success in getting entry in Students' Council, try to disturb the smooth functioning of it, but discipline committee of the college take the hold of situation and bring everything under control. - Fund for organizing different activities. - Infrastructure of the college for organizing cultural programs. Sometimes for different events practice is required before or after college hours or during college hours. - For participating in the youth festival or volcano, for the cultural events paid musicians, choreographers are required. - The members of Student's Council with the support of their volunteer friends manage the events. - For different events at college level to judge the events, outside judges who are experts in their respective field are invited. - For the smooth functioning and implementation of the events, support of technical, admin and teaching staff is required. Best Practices 2018-19 Best Practice Two 7.2 Best Practice Students' Holistic Development 7.2.5 Mega Placement Fair 7.2.5.1 Title of the Practice: Mega Placement Fair 2018-2019.

7.2.5.2 Objectives of the Practice: - Our BJVM College got selected for organizing Mega Job Fair - 2019 by Government of Gujarat for Anand and Kheda district on 5th and 6th February, 2019. - Unemployment is very sensitive issue not only for society but for government as well. To address this issue in a very effectively and skillfully, Government of Gujarat gave directives to all district co-ordinators to invite all leading companies of Gujarat which can employ the deserving qualified youth. - To make youth aware about the availability of the opportunities their competency for the jobs. - To know the kind and nature of the jobs available. - To make students aware about the actual and expected pay-scale and how to fill that gap very consciously. - To provide job opportunities to competent students. - To increase the scope of education in compliance with the talents. 7.2.5.3 The Context of the Practice: - The directives are given to organize this mega fair keeping in mind the youth of Anand and Kheda district. - The students of various colleges of different streams, who are not aware about the job opportunities available in their respective fields. - To make Gujarat a model state which could provide jobs to every competent students in response to Prime Minister's call for making India economically educationally strong through Skill India, Make India, Start-up India. 7.2.5.4 The Practice: - For the Anand and Kheda district, our college got selected to organize Mega Job Fair-2019 by Government of Gujarat. - It was held for two days i.e. 5 th 6th February, 2019 in BJVM Premises. - Well in advance, all the Higher Education Institutions were informed about the dates and venue. So the Higher Education Institutions appointed co-ordinators and the students got registered. So students of various colleges appeared for interviews for the jobs. - The registered companies with their representatives were given each room and required facilities were provided. - Again the registration process was duly checked by the nodal institute and the students were guided for interviews. 7.2.5.5 Evidence of Success: - More than 30 companies' representatives came for conducting interviews. - In this Mega Event from 45 Higher Education Institutes, more than 4250 students from Arts, Science, Commerce, Education, Home Science and Engineering colleges affiliated to Sardar Patel University and Gujarat Technological University located in Anand and Kheda districts appeared for the interviews. - The companies which came for conducting interviews vary in types. They were Banks, Food Industries, Software Industries, Engineering Companies, some self Finance schools, Companies dealing in electrical and electronics. - Our college Infrastructure,

admin staff and the system itself was so full proof that the mega fair for both the days was conducted without any inconveniences. - The various help desks and members of the various committees of BJVM College performed their responsibilities very sincerely. - For conducting this Mega Job Fair-2019, originally the Nodal Institute was BVM Engineering College, but due to their exams the venue was changed. BJVM College infrastructure is best suitable for the purpose of conducting this Fair. Grant of Rs-50000/- was given to the Institution. - For the grand success, outstanding performance and lasting contribution of the Mega Placement Fair 2018-19, Department of Education, Government of Gujarat awarded BJVM with "The Most Active College". The Education Department valued our passion and commitment shown during Placement Camp-2019.

7.2.5.6 Problems Encountered and Resources Required: - All the students from various colleges came together and they all wanted to appear for the interview. Though help desks were placed, registration desk was there. But, students become sometimes impatient and didn't show readiness to wait for their turn. - For the first time this kind of Mega Job Fair was organized so somewhere inconvenience was experienced but the BJVM College committee members took control over the situation and maintained harmony. - Infrastructure of our college is very suitable for such kind of mega events. Enough classrooms equipped with ICT facilities were given to all companies came for conducting interviews. - College co-ordinators with students approximately 4,500 came for the event and from 30 companies approximately 150 staff members came, so for all these people, enough toilet blocks for boys

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://bjvm.ac.in/agar.html>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

- **District Youth Parliament:** It is indeed a proud moment for our college that District Youth Parliament Festival 2019, Anand district was hosted by our college in the capacity of Nodal Institute, it was jointly organised by BJVM NSS Unit and Nehru Yuva Kendra Sangathan under affairs and Sports, Government of India. The theme was 'Be The Voice' of New India. Find solution and contribute to policy. Total 181 students participated in waking screening and 20 students participated in digital screening. Finally 70 students got selected for the final round which was conducted on 24th January 2019.
- **Dr. Pareshkumar U. Mordhara** was awarded Best NSS Programme Officer 2016-17 award at state level. The NSS Volunteer Keval Pavra who followed the footsteps of the Programme officer got trained under his leadership also received the best NSS Volunteer)State -Level award As a part of recognition, Sardar Patel University has awarded BJVM NSS Volunteer (17-18) Kishan Kothiya with the best NSS volunteer Award (2017-18) for his remarkable and sincere participation throughout the year.
- **Dr. Paresh Mordhara**, the heartcore NSS Programme officer of BJVM NSS unit continued to serve the society became role model for the volunteers During these years no area of society remained unexplored by him in recognition of his exemplary and commendable social services through NSS Dr. Paresh Mordhara was awarded the National Service Scheme Award for the year 2018-19 - National award with certificate Cash Prize of Rs. One Lakh fifty thousand. The BJVM NSS unit was also awarded the best NSS unit with certificate Rs. Two Lakh for its development. Looking at the nature sincere efforts of Dr. Mordhara the college is yet to receive recognition acknowledgement in the coming years. His devotion and dedication and the way he trained NSS Volunteers is the remarkable. Along with studies they are trained to work for social cause and in return they get satisfaction of serving the society nation at large.
- 3rd March is very proud

day for Vallabh Vidyanagar. Charutar Vidya Mandal celebrates it as Vallabh Vidyanagar Day and during the celebration, the employees of CVM who have achieved awards in different fields are felicitated by CVM awards. Dr. Paresh Mordhara was awarded the best NSS Programme officer by the Government of Gujarat and NSS Volunteer Keval Pavara as the best NSS Volunteer in the year 2016-17. By considering acknowledging the noble services of the NSS program officer NSS volunteer, Charutar Vidya Mandal also felicitated by Gaurav Puraskar on 3rd March 2018 on the occasion of Vidyanagar Day celebration. • BJVM NSS volunteer Kishan Kothia was also awarded the Gaurav Puraskar on 3rd March 2019 recognizing his commendable services to society. • In recognition of his exemplary services to NCC, Major I.N.Tandel was awarded with Best NCC Officer Gujarat in 2017. On 3rd March 2018 Charutar Vidya Mandal also felicitated him with the Gaurav Puraskar.

Provide the weblink of the institution

<http://bjvm.ac.in/agar.html>

8.Future Plans of Actions for Next Academic Year

- Organization of seminar and workshop by the IQAC to promote the quality improvement strategies in teaching-learning, research, extension related and co-and extracurricular activities.
- Organization of workshop for E-content development at a larger scale and duration to promote the use of E-resources among all faculty members. The use of Learning Management System (LMS) for regular teaching, learning and evaluation related activities by maximum number of teachers will be encouraged.
- Encouraging faculty members to complete their doctoral degrees and to continue research activities through quality publications and research projects
- Construction of rain water harvesting system in the college campus.
- Increasing the number of environment friendly initiatives by NSS and ensuring participation of maximum students in such initiatives.
- Promoting activities such as Yoga, physical exercise, meditation etc related to development of mental and physical fitness of students, faculty and staff.
- Placement Activities: College plans to conduct a large number of pre-placement activities like Finishing school Programme for the final year students of Bcom, BBA and MCom courses, so as to help them optimally utilise the benefits of placement opportunities. This is being initiated by the Government of Gujarat.
- Organization of workshop, seminar and job oriented services by the Career Counselling and Placement Unit.
- AISHE, NIRF, GSIRF applications.
- To form knowledge repository
- To sign MoUs with Industries.
- Motivate faculty members to present papers in Seminar /Conferences.
- To Publish more Research Papers.
- To motivate faculty members to apply for minor and major research projects.