



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution

**B. J. Vanijya Mahavidyalaya,
Vallabh Vidyanagar**

- Name of the Head of the institution **Dr. Sanjay R. Ajmeri**
- Designation **I/c Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **02692230145**
- Mobile No: **9824625425**
- Registered e-mail **principal@bjvm.ac.in**
- Alternate e-mail **bjvm51iqac@gmail.com**
- Address **B. J. Vanijya Mahavidyalaya, Opp.
Shastri Ground, Nana Bazar,
Vallabh Vidyanagar -388120 Dist:
Anand, State: Gujarat**
- City/Town **Vallabh Vidyanagar**
- State/UT **Gujarat**
- Pin Code **388120**

2.Institutional status

- Affiliated / Constitution Colleges **Affiliated**
- Type of Institution **Co-education**
- Location **Semi-Urban**

- Financial Status **Grants-in aid**
- Name of the Affiliating University **Sardar Patel University, Vallabh Vidyanagar**
- Name of the IQAC Coordinator **Dr. Rupal Patel**
- Phone No. **02692230145**
- Alternate phone No. **02692230145**
- Mobile **9427637345**
- IQAC e-mail address **bjvm51iqac@gmail.com**
- Alternate e-mail address **rupalharshiv@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year)) <http://bjvm.ac.in/IQAC.php>

4. Whether Academic Calendar prepared during the year? **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: <http://www.bjvm.ac.in/AcademicPlan.php>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.79	2008	28/03/2008	01/05/2015
Cycle 2	B	2.62	2015	01/05/2015	30/04/2020
Cycle 3	B++	2.78	2023	19/05/2023	18/05/2028

6. Date of Establishment of IQAC **14/06/2007**

7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	Finishing School	KCG, Ahmedabad	2023-24	500000
Institution	NAMO WIFI	KCG, Ahmedabad	2023-24	500000

8. Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year **01**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

10. Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

- Extensive Use of the ICT in teaching and learning.
- Encouragement to students to explore online resources.
- Installation of the Fire safety system and New CCTV surveillance system.
- Star Batch for promotion of Advance Learners & Slow Learners for quality enhancement
- Applied for Autonomous and got conferment of autonomous status for 5 years from UGC.

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

Plan of Action	Achievements/Outcomes
Encouragement to students to explore online resources	The students are encouraged to explore e-resources for quality enhancement. MOOCS , SWAYAM & other online resources are suggested to the students. This proved to be extremely beneficial.
Installation of the Fire safety system and New CCTV surveillance system	Fire safety and CCTV surveillance systems for overall safety and security of the stake holders was fully implemented.
Star Batch for promotion of Advance Learners & Slow Learners for quality enhancement	Star Batch was started by for Advance Learners & Slow Learners for quality enhancement.
Student Induction Programme First Year Students	Students Induction Programme for first year students was organized as per UGC guidelines
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To collect feedback from stakeholders	Feedback from various stakeholders was taken and analysed using statistical technique for appropriate conclusion

To send institutional data for GSIRF Ranking	College participated in a GSIRF Ranking by sending institutional data. (College Secured 3 star).
To constitute various committees of college for academic year 2023-24	Statutory and non-statutory committees of college were constituted as per the instructions from University and CDC of the College
To prepare Academic Calendar for 2023-24	Academic Calendar was prepared for the Academic Year 2023-24
To strengthen the environmental sustainability framework in the College.	The IQAC had planned for Green Audit of the College with an aim to evaluate the adequacy of the management control framework of environmental sustainability
To strengthen the digitalisation initiatives of the College.	To strengthen the digital footprint of the Academic Administration, the IQAC recommended further upgrades to its existing IT infrastructure. As a result, the College improved its IT infrastructure during the Academic Year
To apply for autonomous status	Got conferment of Autonomous status for 5 years from UGC

13. Whether the AQAR was placed before statutory body? No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Part A**Data of the Institution**

1.Name of the Institution	B. J. Vanijya Mahavidyalaya, Vallabh Vidyanagar
• Name of the Head of the institution	Dr. Sanjay R. Ajmeri
• Designation	I/c Principal
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Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2023-24	01/03/2024

15. Multidisciplinary / interdisciplinary

The college will offer a range of multidisciplinary/ interdisciplinary courses as open electives and mandatory courses to promote the holistic academic environment that enable the students to choose their preferred options. In view of NEP 2020, the College plans to launch additional multidisciplinary short-term courses in collaboration with the industry and professional bodies on Entrepreneurship, Soft Skills & Personality Development, Spoken English, TALLY PRIME with GST, Vedic maths Banking, Insurance, Stock Market, Forensic Accounting, Cloud Accounting, Happiness and Office Automation New courses (under Planning) B.Com. - ACCA (Association of Chartered Certified Accountants), B.B.A. - (ITM) B.B.A. - (Entrepreneurship)

16. Academic bank of credits (ABC):

As per the requirements of NEP 2020, multiple entry-exit options and credit transfer shall be allowed to the students across different recognized higher-education institutions (HEIs) located in different parts of the world. To ensure a seamless, hassle-free, and systematic credit transfer, the College shall establish an Academic Bank of Credit (ABC) which would digitally store the academic credits earned by a particular student from various recognized HEIs in India or outside India. Accordingly, the College would award Certificate/Diploma/Degree to the student taking into account all the credits earned across various HEIs. The certificate shall be awarded to a student who exits after completion of one year with requisite number of credits, diploma after two years, Bachelor's degree after three years, and degree with research after completion of the four-year programme. Thus, the Academic Bank of Credit shall provide necessary flexibility and lifelong learning opportunities to the students. As and when recommended by the Sardar Patel University, the College will instruct the students to register themselves on the ABC portal (www.abc.gov.in). A centralized database, as well as the College's database, will be required in order to digitally store

the academic credits earned by the student from several courses so that the credit secured by the student formerly could be passed on when the student enters into the programme again. Enthused with the provisions of NEP, the students of BJVM College can earn credits through National schemes like SWAYAM, NPTEL, MOOCS, etc.

17.Skill development:

One of the prime objectives of NEP 2020 is to expand the horizons and spread of vocational education in India through the introduction of the National Skills Qualifications Framework (NSQF). The College offers several vocational courses as short-term certificate courses to its students enrolled in Undergraduate and Postgraduate programmes, while collaborating with various industries, professional bodies, and government agencies. Short Term / Certificate Courses (Skill Development) Entrepreneurship, Soft Skills & Personality Development, Spoken English, TALLY PRIME with GST, Vedic maths Banking, Insurance, Stock Market, Forensic Accounting, Cloud Accounting, Happiness and Office Automation.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The NEP 2020 lays extensive emphasis on the promotion of indigenous & regional languages, values, arts, culture, traditions, and traditional knowledge. In furtherance to the vision of NEP, our College plans to shortly launch a short-term programme on Indian Knowledge System (IKS) in partnership with professional bodies and experts. The Programme for IKS, will focus on promoting the Bhartiya Gyan Parampara and Gurukul system. The programme is envisaged to be multidisciplinary in nature, embracing a holistic approach to education, aimed at transforming the higher education system by widely acknowledging, disseminating, and familiarizing the participants with the amazing breadth, depth & richness of our Indian heritage and scientific ancient knowledge. The programme would cover a varied range of topics such as the Importance of Ancient Knowledge, Mind Management, Traditional System of Indian Trade, Ancient Public Administration & Governance Systems, Genius Minds of India, Ayurveda, Wellness, Spirituality, Indian Philosophies, and Psychology, along with the journey of Indian Knowledge System from awareness to its application. The College regularly conducts programs and various events to promote the cultural and traditional stance of the region. All the programs in the institution are run in English & Gujarati (Regional Language).

New programmes and courses will be also offered in English and vernacular languages.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

NEP 2020 puts great emphasis on learning outcomes which denote the pre-defined or desired standards of learning expected to be achieved by a student during his/her learning trajectory, making the education system more learner-centric, fair, transparent, and comparable. In other words, learning outcomes are explicit, definite, and measurable knowledge and skills that the learner would gain by pursuing a particular course. The College practices Outcome Based Education (OBE) for all its programs which are designed reflecting on the regional and global requirements. The learning outcomes are defined at the Programme level (POs/PSOs) as well as Course level (COs), and appropriate learning experiences are assessed in order to facilitate the attainment of the stated learning outcomes. Learning outcomes at all levels ensure social responsibility and ethics, as well as entrepreneurial skills so that the students contribute proactively to the economic, environmental, and social well-being of the nation.

20.Distance education/online education:

The entire BJVM College campus is Wi-Fi enabled with multimedia projectors installed in all the classrooms. The College campus has 10 smart classrooms. During the COVID - 19 pandemic, BJVM College simply glided to online mode of teaching. The online classes were conducted very effectively through Microsoft Teams Platform. All faculty members explored this facility to the best. The teaching-learning process, the evaluation procedure was also done online. The college readily fine tunes itself to any progressive initiative for the collective goodness. Online lectures, webinars, seminar, Parents Meeting and Counselling Sessions were conducted for the effective and efficient engagement of the students. Overall, the College is technologically equipped to embrace the opportunities and to confront the challenges posed by the dynamic and vibrant NEP to positively transform the face of the Indian education system, carving a path for becoming the global leader in the education arena using digital and physical infrastructure.

Extended Profile

1.Programme

1.1

129

Number of courses offered by the institution across all programs during the year		
File Description		Documents
Data Template	View File	
2.Student		
2.1 Number of students during the year		1794
File Description		Documents
Data Template	View File	
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		451
File Description		Documents
Data Template	View File	
2.3 Number of outgoing/ final year students during the year		452
File Description		Documents
Data Template	View File	
3.Academic		
3.1 Number of full time teachers during the year		24
File Description		Documents
Data Template	View File	
3.2 Number of Sanctioned posts during the year		26

File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	20
4.2 Total expenditure excluding salary during the year (INR in lakhs)	42,90,932
4.3 Total number of computers on campus for academic purposes	104

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Curriculum Planning

Our college is Grant- in- aid college affiliated to Sardar Patel University. Curriculum design and development process is undertaken by Board of Studies. Four faculties are member Bos at the University, which helps us to incorporate required changes from different stakeholders at different points of time. All faculty members are part of the curriculum development and revision committee for various courses at B.COM., B.B.A. and M.COM programmes.

Ours is the only college that offers Discipline Specific Elective in Accounting & Auditing, Banking and Business Management, Business Mathematics & Statistics, Secretarial Practice, Small Enterprise Management and Indian Financial system under Core Allied Courses at B.COM. At B.B.A. we offer Advanced Marketing Management, Advanced Financial Management, Advanced Human Resource Management and Export Management under Discipline Specific Electives. At M.COM Advanced Accounting and Human Resource Management are offered as Elective Courses. Deployment of Curriculum The curriculum delivery mechanism is aligned with the mission and vision of the college to encourage participative,

collaborative and lifelong learning.

In the beginning of each academic term, subject wise as well as faculty wise distribution of units in the syllabus of particular subject is made and workload of faculties is assigned accordingly. At the end of the month subject wise review is made and future planning of teaching, learning and evaluation is made accordingly. Most of the faculties teach with the help of ICT facility along with chalk and talk method.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.bjvm.ac.in/AQAR2023/1.1.1.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Academic Calendar is prepared at the beginning of the academic year for both the semesters as per the term schedule provided by university. Academic and co-curricular activities and events are planned for the year, same is uploaded on college website.
Continuous Internal Evaluation

The college implements Continuous Internal Evaluation (CIE) System laid down by university as a part of examination reforms. Evaluation is made based on their attendance, presentation, Communication Skill Development Scheme (CSDS), assignments, MCQs and Internal Tests. College follows centralized assessment system for Internal Evaluation Test. Assessment is done based on scheme of marking in all courses. Academic standards and transparency is ensured through showing answer sheets after evaluation to the students.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://www.bjvm.ac.in/AQAR2023/1.1.2.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating **A. All of the above**

University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

03

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

07

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

353

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

353

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Professional Ethics

Professional ethics is taught to students as a part of their holistic development. Importance for group work and imbibing leadership is being taught. Workplace ethics, ethical practices in marketing, finance and accounting, environmental ethics and business ethics are the part of curriculum through which they learn.

Gender Equality

Gender equality and equal opportunity for women are necessary. For maintaining the equality among the staff and students the Women Development Cell and Anti Ragging Cell are taking proactive measures. These committees take utmost care and provide support to girl students and the female staff.

Human Rights

Human rights are the basic rights enjoyed by all. We at institute make sure that no violation of human rights takes place. We celebrate 10th December as 'Human Rights Day' to spread awareness of Human Rights and motivate everyone to make the proper use of fundamental rights.

Environment Awareness

Environment awareness is inculcated in students. Environment studies course is a part of the curriculum of the institution. The said course includes the units such as, Scope & Nature of Environment Science, Natural Resources, Eco-System, Biodiversity, Pollution, and Social Issues & Population.

Disaster Management

It Provides basic conceptual understanding of disasters and its relationships with development, to understand approaches of Disaster Risk Reduction and the relationship between vulnerability, disasters, disaster prevention and risk reduction.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

133

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

50

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://www.bjvm.ac.in/AQAR2023/1.4.1.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

836

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

234

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The Institution is dedicated to recognizing and addressing the diverse needs of both slow and advanced learners through various strategic efforts. During the admission process, careful consideration is given to the marks obtained by prospective students in their previous qualifying examinations. To continually assess and identify students' learning needs, we employ a range of methods, including internal tests, classroom participation, presentations, and assignments. The results from the initial internal tests help us distinguish between slow and advanced learners, allowing for targeted support.

Throughout the year, we conduct regular counseling sessions and meetings to guide and motivate students. This personalized approach has led many students to achieve top ten ranks in University Examinations. To further develop their skills, the Institution organizes numerous webinars and provides comprehensive study materials to enhance their learning experience. Students are also encouraged to reach out to faculty members virtually for any subject-related doubts, ensuring continuous support.

Understanding the diverse backgrounds of our students, particularly those from rural areas and Gujarati medium schools, our faculty members adopt a bilingual approach during the initial weeks. This inclusive strategy ensures that all students feel comfortable and supported in their academic journey, fostering an environment conducive to success.

File Description	Documents
Link for additional Information	http://www.bjvm.ac.in/AOAR2023/2.2.1.pdf
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1794	24

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The Institution strives to create a dynamic and supportive learning environment. Classrooms are equipped with state-of-the-art audio-visual facilities, enabling multimedia-based education that enhances understanding. To bridge the gap between theoretical knowledge and practical experience, the Institution organizes industrial visits, study tours, and bank visits, enriching the curriculum with real-world exposure. For Third Year BBA students, a Comprehensive Project is a key component of the curriculum, guided by faculty members who assist students through each stage, culminating in the submission of a computerized report.

During the NSS camp, volunteers conduct economic surveys, providing practical learning opportunities. To instil a spirit of cooperation, cooperative study programs are arranged. Faculty members undergo training in effective teaching pedagogy to refine their skills, blending traditional "chalk and talk" methods with multimedia resources for a well-rounded approach. Teaching methodologies also include group discussions, classroom presentations, case studies, debates, quizzes, and guest lectures from industry experts, making classrooms vibrant hubs of learning and collaboration.

Students actively engage in conceptualizing and executing co-curricular and extracurricular activities, fostering leadership, problem-solving, and teamwork skills—essential qualities for personal and professional growth. This holistic approach ensures students are well-prepared for lifelong learning and success.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://www.bjvm.ac.in/AQAR2023/2.3.1.pdf

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Our campus is fully Wi-Fi enabled, ensuring seamless ICT access for all students and faculty members. Eight classrooms are equipped with advanced audio-visual facilities to promote multimedia-based learning. Communication with students and parents is efficiently managed through platforms like WhatsApp, where teachers connect with students individually and in groups to share extra information, conduct webinars, and organize extracurricular activities. This year, students submitted their assignments online, reflecting our commitment to leveraging digital tools for education.

The institution houses a well-equipped computer lab with generous access for students, encouraging them to use tools like MS Word, MS PowerPoint, MS Excel, and other ICT resources to prepare presentations, assignments, and projects. Online platforms such as Email, WhatsApp, and Telegram are utilized for collecting assignments, conducting tests, and sharing notes, practice questions, and other e-resources. During the pandemic, all faculty members effectively conducted online classes, using ICT-enabled tools to enhance the teaching-learning experience. Teachers made the learning process more engaging by incorporating PowerPoint presentations and other ICT tools in their online educational activities. This integration of technology fosters a dynamic and interactive learning environment, making education both accessible and engaging for all students.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://www.bjvm.ac.in/AQAR2023/2.3.2.pdf

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

24

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

15

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The mechanism of internal assessment is designed to ensure transparency, consistency, and fairness, with a robust framework that emphasizes regular evaluation and diverse modes of assessment. Students are assessed through a combination of written tests, assignments, presentations, and project work conducted at frequent intervals throughout the academic term.

A well-defined schedule for internal assessments is shared through the semester, outlining the frequency and format of evaluations. This ensures students are well-prepared and aware of the expectations. Assessments are conducted under standardized conditions to maintain uniformity, and evaluation criteria are clearly communicated to students beforehand.

To ensure transparency, detailed feedback is provided after each assessment. This includes comments on strengths, areas for improvement, and actionable suggestions for better performance. Marks and grades are shared promptly via digital platforms, fostering accountability and minimizing errors.

Additionally, internal assessments incorporate innovative modes such as group discussions to evaluate both theoretical knowledge. A grievance redressal mechanism is in place for students to address concerns related to assessment.

This structured and transparent approach not only ensures fair evaluation but also encourages continuous learning and active student engagement in the academic process

File Description	Documents
Any additional information	View File
Link for additional information	http://www.bjvm.ac.in/AOAR2023/2.5.1.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The mechanism to address internal examination-related grievances is designed to be transparent, time-bound, and efficient, ensuring that students' concerns are resolved promptly and fairly.

A dedicated exam committee handles all examination-related issues. The process begins with students submitting their grievances through an official channel, such as a written application. Clear guidelines and deadlines for grievance submission are communicated at the start of the academic term to ensure accessibility and clarity.

Once a grievance is submitted, it is acknowledged within 24 hours, and the resolution process is initiated promptly. A designated committee comprising faculty members and examination officials reviews the grievance in detail. For transparency, students may be invited to present their case or provide supporting evidence.

The investigation process is completed within a predefined timeline, usually 7-10 working days, ensuring a swift resolution. The outcomes, including any corrective actions or clarifications, are communicated to the student in a clear and documented manner.

To ensure fairness, the entire process is monitored by a senior academic authority, and students have the option to escalate unresolved grievances to a higher level. This mechanism builds trust and ensures that the internal assessment process remains equitable and student-friendly.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.bjvm.ac.in/AOAR2023/2.5.2.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the

Programmes offered by the institution.

The institution ensures that teachers and students are well-informed about the stated Programme and Course Outcomes of all academic programmes it offers. This is achieved through a structured and systematic dissemination process.

At the beginning of each academic year, Programme and Course Outcomes are communicated to faculty members during orientation and department meetings. These outcomes are also made accessible through the institution's official website, syllabus handbooks, and Learning Management Systems (LMS), ensuring their availability for continuous reference.

For students, the outcomes are introduced during induction programmes, where faculty explain the relevance, objectives, and scope of the curriculum in terms of career prospects and skill development. In addition, Programme and Course Outcomes are detailed in course syllabi provided at the start of each semester.

Faculty members integrate these outcomes into their teaching methodologies, explicitly connecting learning objectives with real-world applications during lectures, assignments, and assessments. Periodic reviews and discussions are conducted in class to reinforce understanding.

The institution also uses visual aids, such as posters and charts displayed in classrooms and common areas, to ensure consistent visibility of Programme and Course Outcomes. This structured approach ensures clarity, alignment, and active engagement from both teachers and students in achieving the academic goals.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.bjvm.ac.in/AOAR2023/2.6.1.pdf
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The institution has a well-structured mechanism to evaluate the attainment of Programme Outcomes (POs) and Course Outcomes (COs), ensuring alignment with its academic and institutional goals. The

evaluation process integrates both direct and indirect assessment methods to measure the effectiveness of the curriculum and teaching strategies.

Direct Assessment:

1. **Internal and External Examinations:** Marks and grades from internal assessments, semester-end examinations are analyzed to measure the achievement of specific COs.
2. **Mapping COs to POs:** Each CO is linked to corresponding POs, and the cumulative achievement is calculated to assess the attainment levels of POs.

Indirect Assessment:

1. **Student Feedback:** Regular feedback is collected to understand student perception regarding their learning outcomes.
2. **Employer Feedback:** Inputs from employers are analyzed to assess how well graduates meet industry expectations.

Analysis and Action:

The data collected is analyzed, and attainment levels are compared against predefined benchmarks. Gaps, if any, are addressed through curriculum revisions, improved teaching methodologies, or additional training programs. This continuous evaluation cycle ensures that the institution meets its academic objectives effectively.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.bjvm.ac.in/AQAR2023/2.6.2.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

487

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://www.bjvm.ac.in/AQAR2023/2.6.3.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<http://www.bjvm.ac.in/AQAR2023/2.7.1.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

02

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

07

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

0

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The institution actively organizes extension activities in the neighborhood community to sensitize students to social issues, foster civic responsibility, and promote holistic development. These initiatives bridge the gap between classroom learning and societal needs, instilling a sense of empathy and community service among students.

During the year, activities such as cleanliness drives, health camps, tree plantations, and awareness campaigns on issues like environmental sustainability, gender equality, and digital literacy were conducted. These programs were organized in collaboration with local NGOs, government agencies, and community leaders to ensure their relevance and impact.

Students participated enthusiastically in these activities, learning to address real-world challenges and gaining insights into the socio-economic fabric of society. Special focus was given to addressing pressing issues such as waste management, health and hygiene, and women's empowerment, aligning with national and global objectives like Swachh Bharat Abhiyan and Sustainable Development Goals.

These initiatives not only benefited the community but also enriched students' personal growth. They developed leadership, teamwork, and problem-solving skills while building a sense of social accountability. The measurable impact of these activities includes improved awareness in the community and a heightened sense of responsibility among students, contributing to their overall development as compassionate and proactive citizens.

File Description	Documents
Paste link for additional information	http://www.bjvm.ac.in/AOAR2023/3.3.1.pdf
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

01

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

31

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

31

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

20

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

20

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Our college has a well-maintained campus spread over 2.224 acres green land with varieties of plants and trees including rare trees like Nag Champa (Cannonball Tree), Calabash etc. There is a lot of encouragement for the students to participate in Sports and Cultural activities simultaneously and thus they are awarded and rewarded for their achievements. The college has following Infrastructure and physical facilities

Classrooms

- 19 Classrooms are ICT enabled (LAN facilities) & 8 of them equipped with multimedia.
- 6 Classrooms have audio facilities.
- Classrooms are well-ventilated, spacious and equipped with black and white boards with adequate furniture.

Computer Lab

A well-equipped computer center provides all the required software and hardware along with internet connectivity for students to work efficiently and effectively. The Computer Lab has 50 computers with LAN, Multimedia and Internet facility.

Communication Skills Lab

This Communication Skills Lab is equipped with master console, microphone, headphone, computer, multimedia, internet and audio visual aids to facilitate effective listening, speaking and reading skills for the development of students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.bjvm.ac.in/AQAR2023/4.1.1.pdf

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Along with academic development of the student, the college takes care of physical fitness. The Physical Instructor conducts intercollegiate tournaments and Annual Sports Day every year. Apart from the athletics and individual events, the institution has teams for football, Kho-Kho, Kabaddi, Volleyball, Basketball, Badminton and Handball. Sports Facilities are provided by Managing Trust: Spacious playground for athletics and outdoor games.

- Standard Basketball court and a badminton court.
- Cricket ground with matting and pitches.
- Separate Room for indoor games like Chess, Carrom and Table Tennis.
- Sports equipment, kits and sportswear for the team members.
- Fitness centre (Gymnasium) for staff and students.
- Moveable rifle shooting training range.

Yoga: Yoga Training Program is organized well in advanced for Celebration of International Yoga Day every year.

Cultural: The cultural committee focus on improving the skills of students under the guidance of faculty in charge. The college organizes cultural events regularly. College also takes part in university Youth Festival every year. College also organizes Musical Morning, Musical Evening (Bhajan Sandhya), Patriotic song competition and celebrations of different days.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.bjvm.ac.in/AQAR2023/4.1.2.pdf

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

20

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

20

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.bjvm.ac.in/AQAR2023/4.1.3.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

20,31,326

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Our college library is one of the biggest and oldest libraries in Vallabh Vidyanagar spread in an area of 3806 sr. ft. The college has library committee to take care of issues related to the library. The library committee plays an important role in deciding the infrastructural requirements of the library, particularly with regard to purchasing of books, journals, magazines, software and providing access of online N-List portal managed by INFLIBNET Gandhinagar. The library is fully automated having total seating capacity of 30 students and 100 students in Reading room. Working hours (on working days) 8:00 am to 3:00 pm. College has fully automation of library by installation of RFID. The college has a good collection of about 39,000 books. Many books, journals and magazines are added every year. The library subscribes 24 magazines, periodical and journals and 8 newspapers. The library is automated with integrated library management software SOUL 2.0 of INFLIBNET to manage and circulate the books to the users. The new books are displayed for few days in the display box. 10 computers with internet are available for student's access. The college is a member of INFLIBNET N-List consortia and provides access to thousands of E-resources. The facilities of book bank is available for the (brilliant students) advanced learner and financially weak students.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://www.bjvm.ac.in/ssr2023/4.2.1.pdf

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources C. Any 2 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

3,21,978

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

80

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Institution has adequate and latest IT infrastructure. The IT infrastructure and resources are updated and upgraded continuously as per the requirements with changing technology. The entire Institute is Wi-Fi enabled and all computers are connected through LAN with internet facilities. 8 classrooms are having facilities of ICT. Seminar Hall is renovated and equipped with latest ICT facilities. An internet connectivity of bandwidth of 100 MBPS is provided by Elecon Information Technology Ltd (EITL). Faculty and Students can avail the Wi-Fi facilities during college hours. They can access internet freely through tablet or laptop in the College campus. All the classrooms, office, various cells, computer Lab and communication skills lab are connected with LAN.

Computer Lab is upgraded with branded PC's adequately supported by

100 MBPS leased lines for internet connectivity. It is also upgraded with licensed software and systems. Computer lab is upgraded with ICT facilities. Lab assistants are available to support students and faculty in their queries. The institute has total 104 computers with a configuration of 64 ACER Intel Core i3, 28 Zenith Intel P-IV, 08 Compaq Core to Dual, 03 DELL Intel Core i7 and 03 Laptop, 01 Notebook are available. Internet, learning Platforms,

Computers -

PCs available in Computer Lab: 50

PCs available to Faculty Lounge: 02

PCs available in Administrative Office: 06

PCs available in Library: 13

PCs available in Reading Room: 12

PCs available in IQAC: 03

PCs available in Principal office: 01

PCs available in M.COM Coordinator Office: 02

PCs available in various cells: 08

Laptop available: 03

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.bjvm.ac.in/ssr2023/4.3.1.pdf

4.3.2 - Number of Computers

104

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution **A. ? 50MBPS**

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

21,11,875

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college has established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, computers, classrooms etc. Purchase and Maintenance procedure is regulated by our Trust Charutar Vidya Mandal.

Library: Library is fully computerized & it is equipped with SOUL

2.0 software. Any issues/problems regarding software package we call them for service. They provide us quick service by online or by physically. Pest control is done in library regularly for preserving books safe from termites and Silverfish. Fire extinguishers are kept in library for fire emergencies. Electricity & Physical facilities: Electricity and physical facilities related maintenance is taken care by the Estate Department of Managing Trust regularly as per requirements.

College has various equipment like, 1 photocopier machines, printers, fire extinguishers, CCTV cameras, Audio system, Digital Camera, Inverter, etc. Academic, IT Facility and support facilities: The maintenance contract of the IT equipment is given to Tech Elecon Engineering Ltd, V. V. Nagar.

Class rooms:

The Class rooms are kept neat and clean by our college sweepers. Copy of Contracts Expenditure statements Purchase and Maintenance are regulated by our trust Charutar Vidya Mandal.

Sports Facility: Physical Instructor monitor the maintenance of Sports Facilities. The equipment in Indoor and Outdoor Gymnasium are regularly serviced and purchase new ones whenever required.

Security Services: The maintenance of security services has been outsourced.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.bjvm.ac.in/AQAR2023/4.4.2.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

496

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

39

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	http://www.bjvm.ac.in/AOAR2023/5.1.3.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

850

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

850

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

120

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

242

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

03

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

108

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The College has a policy for the active participation of the students in the various academic, administrative, co-curricular and extracurricular activities. Selection Policy: Selection of General Secretary and Class representatives are based on merit. The entire procedure is executed as under: - Highly meritorious students on their merit and interest are invited to the student council. - The selection of GS is purely based on merit, interest and willingness. - After the selection of GS, meritorious students from each class are called for the post of Class Representatives. - In our college, student council is known as Students' Central Committee. The principal heads the Council and a member of the Staff monitors the activities as the Vice President. Student and institution centric issues are discussed in the council and decisions are taken accordingly. Representation of students on various academic and administrative bodies/committees of the institution

- Discipline committee- The discipline committee helps to maintain overall discipline of college.
- Class representatives- The class representatives ensure

the discipline and order of their concerned classes as well as look into classroom cleanliness and physical facilities.

- Library Committee- The committee looks into care and maintenance of library facilities for the students.
- Grievance Redressal Committee- consisting of General Secretary in presence of Vice President and the President open the suggestion /grievance box and discuss, redress complains, take note of suggestions by maintaining a register.

File Description	Documents
Paste link for additional information	http://www.bjvm.ac.in/AOAR2023/5.3.2.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

192

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

BJVM had informal Alumni Association up to last year. BJVM Alumni Association was registered on 08/01/2021. All the alumni can register themselves online through registration link (<https://alumni.bjvm.ac.in/>) provided on the BJVM Alumni Association Portal of college website. BJVM Alumni Association have good revenue through alumni funding which is divided under three heads -BJVM college Endowment Fund, BJVM Free ship/Scholarship End. Fund & BJVM Alumni Association Fund. It acts as a bridge between the former students, current students and stakeholders. It aims at making our alumni participate in the institutional activities and contribute to the growth and development of the college The Alumni, as integral part of the institution, plays a vital role in carrying out various activities by imparting valuable feedback on the overall functioning of the

institution from time to time which contributes a great deal in assessing the quality of the institution. Some of the alumnus (interested in academics) after completing their post graduate studies and doctoral degrees have come back to the institution in the capacity as Principal, Lecturers and contributing immensely for the wellbeing of the institution and student community. Alumni Association is very active in our Institute as it plays different roles in different level and in different capacities.

File Description	Documents
Paste link for additional information	http://www.bjvm.ac.in/AQAR2023/5.4.1.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year A. ? 5Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The governance of the institution is thoughtfully structured to reflect and uphold its vision and mission, ensuring that all actions and policies are aligned with its core values and objectives. The institution's leadership operates through a participatory and transparent decision-making process, fostering a culture of inclusivity and accountability among all stakeholders.

Key governance bodies, including the governing council, academic committees, and administrative units, are dedicated to implementing the institution's mission of academic excellence, holistic development, and societal contribution. Policies are designed to ensure that resources are optimally utilized for fostering innovation, research, and quality education.

Regular strategic planning meetings are conducted to set goals that align with the institution's long-term vision. Faculty and staff are empowered to contribute through various committees and

forums, promoting ownership and shared responsibility in achieving institutional objectives. Emphasis is placed on incorporating feedback from students, alumni, and the community to ensure that governance is dynamic and responsive.

The institution also integrates its mission of societal impact by prioritizing community engagement and extension activities in its governance structure. By fostering a collaborative and ethical work environment, the institution ensures that its governance consistently supports the realization of its vision and mission in all spheres of activity.

File Description	Documents
Paste link for additional information	http://www.bjvm.ac.in/AQAR2023/6.1.1.pdf
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Effective leadership in the institution is exemplified through its commitment to decentralization and participative management, fostering a culture of shared responsibility and collaborative decision-making. The leadership empowers various stakeholders, including faculty, staff, and students, to actively participate in institutional governance and operational practices.

Decentralization is evident in the delegation of authority to various academic and administrative units. Departments and committees are given autonomy to plan and execute activities such as curriculum design, research projects, and co-curricular programs. This ensures efficient decision-making at all levels while aligning with institutional objectives. Heads of departments and coordinators of various cells are entrusted with responsibilities, promoting accountability and ownership.

Participative management is achieved through the inclusion of stakeholders in decision-making processes. Regular meetings of governing bodies, academic councils, and staff associations provide a platform for discussing institutional goals, challenges, and improvements. Faculty and staff are actively involved in framing policies, organizing events, and initiating quality enhancement measures. Student representation in committees ensures their voices are heard, fostering a sense of belonging and mutual

respect.

This inclusive approach not only strengthens institutional practices but also enhances transparency, innovation, and trust, making leadership effective and transformative in achieving the institution's vision and mission.

File Description	Documents
Paste link for additional information	http://www.bjvm.ac.in/AOAR2023/6.1.2.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution's Strategic/Perspective Plan is effectively deployed, ensuring the alignment of institutional goals with its vision and mission. The plan is developed through a participatory approach involving key stakeholders, including faculty, staff, students. It identifies priority areas such as academic excellence, research enhancement, infrastructure development, community engagement, and student support.

Key Areas of Deployment:

1. **Academic Excellence:** The plan emphasizes curriculum enrichment, fostering interdisciplinary learning, and implementing innovative teaching methodologies. Continuous faculty development programs are organized to enhance teaching competencies.
2. **Research and Innovation:** Research facilities are strengthened, and collaborations with industries and academic institutions are fostered. Financial assistance and incentives are provided to encourage faculty and student research.
3. **Infrastructure Development:** Modern classrooms, well-equipped laboratories, and upgraded IT infrastructure have been developed to support academic and research activities.
4. **Community Engagement:** Extension activities and outreach programs are conducted to address societal needs, aligning with the institution's commitment to social responsibility.
5. **Student Support:** Initiatives like mentorship programs, career guidance cells, and skill development workshops have been implemented to enhance student success and

employability.

Periodic reviews are conducted to monitor progress, and necessary adjustments are made to ensure the effective execution of the plan. This structured deployment fosters growth and ensures the institution's goals are systematically achieved.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.bjvm.ac.in/AOAR2023/6.2.1.pdf
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The functioning of the institutional bodies is effective and efficient, as demonstrated by well-defined policies, a robust administrative setup, and transparent rules and procedures. The institution operates with a clear organizational hierarchy, ensuring accountability, streamlined communication, and smooth operations.

Institutional policies are framed in alignment with its vision and mission, focusing on academic excellence, student welfare, and societal engagement. The governing body provides strategic direction, while academic and administrative committees oversee the implementation of these policies. Regular meetings and reviews ensure policies remain relevant and effective.

The administrative setup is organized into various departments and units, each with specific roles and responsibilities. Key positions are filled through transparent appointment procedures based on merit and qualifications, adhering to service rules and guidelines established by statutory bodies. These rules cover recruitment, promotions, and grievance redressal, ensuring fairness and equity.

Standard Operating Procedures (SOPs) are in place for all critical functions, including admissions, examinations, and financial management, fostering consistency and efficiency. Additionally, digital tools and management systems are employed to streamline administrative tasks, improve decision-making, and enhance

stakeholder engagement.

This systematic approach ensures the effective and efficient functioning of institutional bodies, driving continuous growth and upholding accountability and transparency in all operations.

File Description	Documents
Paste link for additional information	http://www.bjvm.ac.in/AOAR2023/6.2.2.pdf
Link to Organogram of the Institution webpage	http://www.bjvm.ac.in/AOAR2023/6.2.2.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

The various welfare measures for teaching and non-teaching staff are as follows

Leave Benefits (As per Government rules)

1. 12 days of casual leave provided to both teaching and nonteaching staff.
2. 20 half-pay leave can be availed by the permanent teaching staff after completing one year of service.
3. Female teaching and non-teaching staff can avail a Maternity

Leave of 180 days as per Government rules.

4. Male teaching and non-teaching staff can avail Paternity Leave of 15 days.
5. Duty leaves to teaching staff to participate and present papers and to the non-teaching staff for participation in Conference/ Seminars/ Workshops/ FDP, etc.

Retirement Benefits (As per the Government Rules)

1. General Provident Fund (GPF)
2. Gratuity
3. National Pension Scheme (NPS)
4. Encashment of Earned Leave
5. Medical Benefits
6. CVM Health Center, SPU Health Center, Ayurvedic Clinic and Hospital.
7. Doctor and basic medical consultation are available in campus by CVM.

Welfare Facilities

1. Staff Quarters
2. Canteen
3. Parking
4. Clean drinking water
5. Uniform for Peons

ICT Facilities

1. Wi-Fi enabled Campus
2. Computer Lab
3. Laptop/Desktop

For Physical and Emotional Wellbeing

1. Gymnasium/Fitness Centre
2. Play Ground (Shastri ground)
3. Sports activities and games held during Sports Day for both teaching and non-teaching staff.

File Description	Documents
Paste link for additional information	http://www.bjvm.ac.in/AOAR2023/6.3.1.pdf
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The institution has a well-structured Performance Appraisal System for both teaching and non-teaching staff, ensuring accountability, professional growth, and alignment with institutional objectives. This system fosters a culture of continuous improvement and recognizes individual contributions.

For teaching staff, the appraisal system evaluates performance based on multiple parameters, including teaching effectiveness, research contributions, student feedback, and involvement in co-curricular and extracurricular activities. Faculty members are encouraged to submit self-appraisal reports annually, highlighting their achievements, innovative practices, and professional development initiatives. Research output, such as publications, projects, and conference participation, is given significant weightage. Student feedback on teaching quality is collected confidentially and incorporated into the appraisal process.

For non-teaching staff, the appraisal focuses on efficiency, punctuality, skill enhancement, and contributions to administrative processes. Supervisors assess their performance using predefined metrics and provide constructive feedback. Training programs and workshops are often recommended to address identified gaps and enhance skills.

The appraisal outcomes are reviewed by a committee to ensure fairness and transparency. High-performing staff are recognized through incentives, promotions, and awards, while underperforming

individuals are supported through counseling and capacity-building initiatives.

This comprehensive appraisal system motivates staff, enhances institutional performance, and promotes a culture of excellence and accountability.

File Description	Documents
Paste link for additional information	http://www.bjvm.ac.in/AOAR2023/6.3.5.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution conducts regular internal and external financial audits to ensure transparency, accountability, and compliance with financial regulations. These audits are integral to maintaining sound financial practices and fostering trust among stakeholders.

Internal Financial Audit:

The internal audit is conducted by a designated internal audit team or a professional auditor appointed by the management. This audit is carried out periodically to verify the accuracy of financial transactions, compliance with institutional policies, and proper utilization of funds. The audit team reviews vouchers, ledgers, payroll records, and procurement processes to identify discrepancies or inefficiencies.

External Financial Audit:

The external audit is conducted annually by certified auditors agencies. This audit evaluates the institution's financial statements, adherence to statutory requirements, and utilization of grants and funds. Special focus is given to compliance with regulatory bodies such as UGC, RUSA, or state authorities.

Mechanism for Resolving Audit Objections:

Any objections or irregularities identified during the audits are recorded in the audit report. These are promptly addressed by the

finance committee, which works with the concerned departments to provide clarifications or take corrective actions. Follow-up audits ensure that objections are resolved, ensuring seamless financial operations and compliance.

File Description	Documents
Paste link for additional information	http://www.bjvm.ac.in/AOAR2023/6.4.1.pdf
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

197000

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution employs well-defined strategies for mobilization of funds and ensures the optimal utilization of resources to achieve its academic, infrastructural, and societal goals.

Mobilization of Funds:

The institution mobilizes funds through various sources, including tuition fees, government grants, and funding from gujarat government like finishing school, namo wifi ect. Efforts are made to secure grants for research projects, workshops, and infrastructure development. Collaboration with industries and alumni associations generates additional funding through sponsorships and donations. Fundraising events and consultancy services also contribute to resource mobilization.

Optimal Utilization of Resources:

The institution follows a meticulous planning process for resource allocation. Budgets are prepared annually, ensuring alignment with institutional priorities such as academic excellence, infrastructure development, and student welfare. Expenditure is monitored by the finance committee to prevent misuse and ensure accountability.

Emphasis is placed on eco-friendly practices, such as energy-efficient infrastructure and digitization, to maximize resource efficiency. Regular audits—both financial and performance-based—are conducted to review utilization and implement necessary improvements.

Through strategic mobilization and prudent utilization of funds, the institution ensures sustainable growth, quality education, and effective service delivery, contributing to its vision and mission while meeting the expectations of stakeholders.

File Description	Documents
Paste link for additional information	http://www.bjvm.ac.in/AQAR2023/6.4.3.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The College IQAC ensures the effective implementation of quality initiatives for academic and administrative qualitative activities and continuous implementation of teaching and learning process through continuous reviews and periodic meetings. The Management, teachers, non-teaching staff, students, parents and alumni are oriented about NAAC and the working of IQAC at specific intervals. The action is being made based on the discussions and the financial part is taken care of by the management. The academic committee of the management and the college staff help the IQAC in formulating and achieving academic goals from time to time. IQAC works to attain overall development and improvement. IQAC has applied for Autonomous status and Conferment of Autonomous Status given by UGC in January 2024 for a period of five years.

Functions of IQAC

1. Development and application of quality benchmarks with consistent work for various academic and administrative activities of the institution.
2. Maintain Institutional Quality for sustainable position in education.
3. Promoting use of technology.
4. Fostering Global Competencies among students.
5. Inculcating Values among students.
6. Ensuring the adequacy, maintenance and functioning of the support structure.
7. Optimization and integration of modern methods of teaching, learning and evaluation.
8. Providing inputs for best practices in administration for efficient resource utilization and better services to students and staff.
9. Preparing & submitting - Annual Quality Assurance Report (AQAR) as per the guidelines from the NAAC.

File Description	Documents
Paste link for additional information	http://www.bjvm.ac.in/AQAR2023/6.5.1.pdf
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

IQAC of our college is performing many important functions for the betterment of the institution like participation in AISHE, GSIRF ranking, NIRF ranking, Parents meeting, Online Webinars, Personality Development Programmes, Teachers Training and continuous follow - up of Teaching Learning process. IQAC of the college is always working towards the quality assurance in the institution with the following goals:

1. To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
2. To conduct regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented.
3. To promote industrial involvement in academic practices by organizing industrial training, industrial visits, workshops, and guest lecturers from industry experts, MOUs,

etc.

4. To encourage faculties to contribute in research activities.
5. To establish process to take feedback from various stakeholders.
6. To monitors continuous assessments, model exams, and end-semester results, taking corrective actions as needed.
7. To review syllabus coverage by all faculties, promptly addressing any negative feedback received and taking action if required through Principal.
8. Conducting quality programs i.e., seminars, webinars, guest lectures, skill development programmes, management lecture series etc.
9. To institutionalize the best efforts to make the campus ragging-free and develop the discipline in the students along with the establishment of grievance redressal cell.
10. Infrastructural Incremental Improvements.

File Description	Documents
Paste link for additional information	http://www.bjvm.ac.in/AQAR2023/6.5.2.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://www.bjvm.ac.in/AQAR2023/6.5.3.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Gender equality and sensitization in extracurricular and curriculum activities shows that male and female students receive treatment equally and without discrimination. Regardless of an individual's race, gender, caste, color, creed, language, religion, political views, national or social origin, property, birthplace, or other status, BJVM offers them equal opportunities. The institute established a women's cell for this very reason, with the goal of promoting awareness of gender issues through parent and stakeholder feedback. Parents now prefer to send their female wards to BJVM for their education.

Following are facilities regarding Gender equity sensitivity:

Safety and Security:

- Security guards and Security checkpoints at all campus entries and exits.
- Extensive surveillance network (CCTV cameras).
- Separate hostels for men and women with dedicated wardens.
- Awareness campaigns on women safety and gender sensitivity through guest talks and students' seminar.

Counselling:

- Through counselling, students are given advice on how to manage and deal with emotional conflict and personal problems.
- Grievance Redressal Committees for staff and students.
- Appointment of CR (class representative) LR (Ladies representatives) in the student Council.

Common Rooms: Common rooms for girls is made near principal office with all basic facilities needed for girl students.

File Description	Documents
Annual gender sensitization action plan	http://www.bjvm.ac.in/AQAR2023/7.1.1.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://www.bjvm.ac.in/AQAR2023/7.1.1.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/

C. Any 2 of the above

power efficient equipment

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The college has taken adequate care of several waste management programs because it is sensitive enough to its obligation to create a clean and healthy environment. considering the size of the college's green belt, dry leaves and branches are the solid waste that is disposed of with the assistance of the Municipal Bureau. This kind of green waste is gathered in one location and disposed of properly by a municipal van that arrives on time. The proper drainage system manages liquid waste. As we are a Commerce and Management Institute, biomedical waste is not a problem here. Clear guidelines are provided by Charutar Vidya Mandal authorities for both paper and electronic waste, and these are submitted to the appointed agencies. It is strictly forbidden to bring plastic on college property. Dustbins are positioned throughout the college and in every classroom, which aids in keeping the college premises tidy.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	http://www.bjvm.ac.in/AQAR2023/7.1.3.pdf
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

B. Any 3 of the above

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment

D. Any 1 of the above

with ramps/lifts for easy access to classrooms.

Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities

(Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information :

Human assistance, reader, scribe, soft copies of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Every day the college starts with Sarva Dharma Prathna (prayer). The guidelines are very much clear by the Sardar Patel University and Charutar Vidya Mandal for admitting the students from different sections of the Society. Equal rights are offered to them, no discrimination is practiced so far as their language, dress, culture, and religion concerned. For socio-economic balance special cell of SC/ST is formed and Equal Opportunity is given. SC/ST cell also organized different activities. During the induction programme for the new students, they are given information regarding such cell, activities and various scholarships available for them. Throughout the year different activities are conducted and anybody can participate in these activities. Many students are from rural background but the inclusive environment that exists doesn't allow them to feel uncomfortable. Right from the very first day, during the induction programme the policy of the institute is clarified and lessons of tolerance and harmony are taught to them. Equal respect, treatment is given to them so, that they never feel bad about their background and social status.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Our aim is to provide quality education for overall growth of students. Sensitizing students on our constitutional rights, values, duties and responsibilities is one of the primary educations given at the institute through various means. Being responsible academic institution, we have realized and accepted our duties towards nation by preparing the next generation. In order to inculcate awareness, values, rights towards duties and responsibilities of citizens throughout the year various programmes are organized and conducted and here only we provide platform to the students to prepare them as responsible citizens of India. All the faculties, principal, the IQAC Team, NSS Unit, NCC & Sports become one unit and perform our duties and sensitize the students about the crucial issues of the nation at large and their duties, responsibilities towards the country. Every Year Institute celebrates Republic Day and Independence Day and Voter's Day. The celebration is attended by Students, Teaching and Non-teaching Staff, Invitees, guests. Flag hosting with National anthem and oath of national integrity followed by distribution of sweets is the regular decorum of the programme. During Student Induction Programme, they are made aware about the code of ethics, human values, rights, duties and responsibilities as a citizen of India during induction as well as other programmes throughout year.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, D. Any 1 of the above

administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website. There is a committee to monitor adherence to the Code of Conduct. Institution organizes professional ethics programmes for students, teachers, administrators and other staff. 4. Annual awareness programmes on Code of Conduct are organized.

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The college has organized a number of national and international festivals, events, and commemorative days since the commencement of the academic year. By planning these activities, the organizers hope to make students aware of the significance of these days, events, and festivals as well as how they helped to shape the country into what it is today. The BJVM NSS and NCC Units are actively involved in planning events and have participated in events hosted by other institutions outside of the college. Students, NSS Volunteers, NCC Cadets, NCC Officers, and NSS Program Officers have the opportunity to learn about other institutions and the activities taking place there. They are competent to move forward to a higher level because of to this exposure. During the year activities related to environment, unity and celebration of freedom are conducted. Such celebrations would help the participants to get new directions to think and work. Activities would mould the participants into responsible citizens of the nation.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

B-1 Title of the Practice: Knowledge Enhancement Through Management Lecture Series

Since its inception, BJVM is always engaged in the activities which enhance the Knowledge of the Students. The main objective of Management Lecture Series to provide the exposure of emerging trends of Commerce and Management. It focuses on training the students' mind to increase its capacity for strategic thinking, innovative exploration, and knowledge advancement. Eminent personalities and distinguished Alumni from academia and industries are invited as Experts. The topic covered by each Expert is unique in itself which is not the part of course curriculum. They share the practical implication of the each topic and their own experiences of their respective positions. After each session, students are asked to share their views.

B-2 Strengthening Employability Skills Through Career Counselling

BJVM is dedicated to the students' overall development. Understanding one's interests, strengths, and passions through career counselling encourages self-exploration and increases job satisfaction. It assures long-term career success and happiness by bringing personal objectives and professional aspirations into alignment. The goal of the practice is to help students develop employability skills, which will ultimately lead to career advancement and a bright future. Through this practice, students can learn about the different national and international programs offered for higher education or job opportunities in an area of their choice.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The distinctiveness of college has been explicated through the empirical learning endeavours prevalent in the institution as students learn by doing and engaging themselves in hand-on activities, leading to their overall development. Students are exposed to a good number of Skill Development Programs. Finishing School provides a platform where students are trained to become high quality professionals. Students are boosted with self-confidence to face interviews, group discussions and debates. Students learn basic etiquettes to be followed by a professional. Confidence Building Training has been provided to equip students to face interviews and future obstacles in their life. Students are finely polished by various sessions on Personality Development, Communication Skills and Enrichment lectures.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Curriculum Planning

Our college is Grant- in- aid college affiliated to Sardar Patel University. Curriculum design and development process is undertaken by Board of Studies. Four faculties are member Bos at the University, which helps us to incorporate required changes from different stakeholders at different points of time. All faculty members are part of the curriculum development and revision committee for various courses at B.COM., B.B.A. and M.COM programmes.

Ours is the only college that offers Discipline Specific Elective in Accounting & Auditing, Banking and Business Management, Business Mathematics & Statistics, Secretarial Practice, Small Enterprise Management and Indian Financial system under Core Allied Courses at B.COM. At B.B.A. we offer Advanced Marketing Management, Advanced Financial Management, Advanced Human Resource Management and Export Management under Discipline Specific Electives. At M.COM Advanced Accounting and Human Resource Management are offered as Elective Courses. Deployment of Curriculum The curriculum delivery mechanism is aligned with the mission and vision of the college to encourage participative, collaborative and lifelong learning.

In the beginning of each academic term, subject wise as well as faculty wise distribution of units in the syllabus of particular subject is made and workload of faculties is assigned accordingly. At the end of the month subject wise review is made and future planning of teaching, learning and evaluation is made accordingly. Most of the faculties teach with the help of ICT facility along with chalk and talk method.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.bjvm.ac.in/AQAR2023/1.1.1.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Academic Calendar is prepared at the beginning of the academic year for both the semesters as per the term schedule provided by university. Academic and co-curricular activities and events are planned for the year, same is uploaded on college website. Continuous Internal Evaluation

The college implements Continuous Internal Evaluation (CIE) System laid down by university as a part of examination reforms. Evaluation is made based on their attendance, presentation, Communication Skill Development Scheme (CSDS), assignments, MCQs and Internal Tests. College follows centralized assessment system for Internal Evaluation Test. Assessment is done based on scheme of marking in all courses. Academic standards and transparency is ensured through showing answer sheets after evaluation to the students.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://www.bjvm.ac.in/AQAR2023/1.1.2.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility	
1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented	
1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented	
03	
File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File
1.2.2 - Number of Add on /Certificate programs offered during the year	
1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)	
07	
File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File
1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year	
353	
1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year	
353	

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Professional Ethics

Professional ethics is taught to students as a part of their holistic development. Importance for group work and imbibing leadership is being taught. Workplace ethics, ethical practices in marketing, finance and accounting, environmental ethics and business ethics are the part of curriculum through which they learn.

Gender Equality

Gender equality and equal opportunity for women are necessary. For maintaining the equality among the staff and students the Women Development Cell and Anti Ragging Cell are taking proactive measures. These committees take utmost care and provide support to girl students and the female staff.

Human Rights

Human rights are the basic rights enjoyed by all. We at institute make sure that no violation of human rights takes place. We celebrate 10th December as 'Human Rights Day' to spread awareness of Human Rights and motivate everyone to make the proper use of fundamental rights.

Environment Awareness

Environment awareness is inculcated in students. Environment studies course is a part of the curriculum of the institution. The said course includes the units such as, Scope & Nature of Environment Science, Natural Resources, Eco-System, Biodiversity, Pollution, and Social Issues & Population.

Disaster Management

It Provides basic conceptual understanding of disasters and its relationships with development, to understand approaches of Disaster Risk Reduction and the relationship between vulnerability, disasters, disaster prevention and risk reduction.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

133

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

50

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni**

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://www.bjvm.ac.in/AOAR2023/1.4.1.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

836

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

234

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The Institution is dedicated to recognizing and addressing the diverse needs of both slow and advanced learners through various strategic efforts. During the admission process, careful consideration is given to the marks obtained by prospective students in their previous qualifying examinations. To continually assess and identify students' learning needs, we employ a range of methods, including internal tests, classroom participation, presentations, and assignments. The results from the initial internal tests help us distinguish between slow and advanced learners, allowing for targeted support.

Throughout the year, we conduct regular counseling sessions and meetings to guide and motivate students. This personalized approach has led many students to achieve top ten ranks in University Examinations. To further develop their skills, the Institution organizes numerous webinars and provides comprehensive study materials to enhance their learning experience. Students are also encouraged to reach out to faculty members virtually for any subject-related doubts, ensuring continuous support.

Understanding the diverse backgrounds of our students,

particularly those from rural areas and Gujarati medium schools, our faculty members adopt a bilingual approach during the initial weeks. This inclusive strategy ensures that all students feel comfortable and supported in their academic journey, fostering an environment conducive to success.

File Description	Documents
Link for additional Information	http://www.bjvm.ac.in/AQAR2023/2.2.1.pdf
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1794	24

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The Institution strives to create a dynamic and supportive learning environment. Classrooms are equipped with state-of-the-art audio-visual facilities, enabling multimedia-based education that enhances understanding. To bridge the gap between theoretical knowledge and practical experience, the Institution organizes industrial visits, study tours, and bank visits, enriching the curriculum with real-world exposure. For Third Year BBA students, a Comprehensive Project is a key component of the curriculum, guided by faculty members who assist students through each stage, culminating in the submission of a computerized report.

During the NSS camp, volunteers conduct economic surveys, providing practical learning opportunities. To instil a spirit of cooperation, cooperative study programs are arranged. Faculty members undergo training in effective teaching pedagogy to refine their skills, blending traditional "chalk and talk" methods with multimedia resources for a well-rounded approach. Teaching methodologies also include group discussions,

classroom presentations, case studies, debates, quizzes, and guest lectures from industry experts, making classrooms vibrant hubs of learning and collaboration.

Students actively engage in conceptualizing and executing co-curricular and extracurricular activities, fostering leadership, problem-solving, and teamwork skills—essential qualities for personal and professional growth. This holistic approach ensures students are well-prepared for lifelong learning and success.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://www.bjvm.ac.in/AOAR2023/2.3.1.pdf

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Our campus is fully Wi-Fi enabled, ensuring seamless ICT access for all students and faculty members. Eight classrooms are equipped with advanced audio-visual facilities to promote multimedia-based learning. Communication with students and parents is efficiently managed through platforms like WhatsApp, where teachers connect with students individually and in groups to share extra information, conduct webinars, and organize extracurricular activities. This year, students submitted their assignments online, reflecting our commitment to leveraging digital tools for education.

The institution houses a well-equipped computer lab with generous access for students, encouraging them to use tools like MS Word, MS PowerPoint, MS Excel, and other ICT resources to prepare presentations, assignments, and projects. Online platforms such as Email, WhatsApp, and Telegram are utilized for collecting assignments, conducting tests, and sharing notes, practice questions, and other e-resources. During the pandemic, all faculty members effectively conducted online classes, using ICT-enabled tools to enhance the teaching-learning experience. Teachers made the learning process more engaging by incorporating PowerPoint presentations and other ICT tools in their online educational activities. This integration of technology fosters a dynamic and interactive learning environment, making education both accessible and

engaging for all students.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://www.bjvm.ac.in/AQAR2023/2.3.2.pdf

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

24

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

24

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

15	
File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File
2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)	
2.4.3.1 - Total experience of full-time teachers	
24	
File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File
2.5 - Evaluation Process and Reforms	
2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.	
<p>The mechanism of internal assessment is designed to ensure transparency, consistency, and fairness, with a robust framework that emphasizes regular evaluation and diverse modes of assessment. Students are assessed through a combination of written tests, assignments, presentations, and project work conducted at frequent intervals throughout the academic term.</p> <p>A well-defined schedule for internal assessments is shared through the semester, outlining the frequency and format of evaluations. This ensures students are well-prepared and aware of the expectations. Assessments are conducted under standardized conditions to maintain uniformity, and evaluation criteria are clearly communicated to students beforehand.</p> <p>To ensure transparency, detailed feedback is provided after each assessment. This includes comments on strengths, areas for</p>	

improvement, and actionable suggestions for better performance. Marks and grades are shared promptly via digital platforms, fostering accountability and minimizing errors.

Additionally, internal assessments incorporate innovative modes such as group discussions to evaluate both theoretical knowledge. A grievance redressal mechanism is in place for students to address concerns related to assessment.

This structured and transparent approach not only ensures fair evaluation but also encourages continuous learning and active student engagement in the academic process

File Description	Documents
Any additional information	View File
Link for additional information	http://www.bjvm.ac.in/AOAR2023/2.5.1.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

The mechanism to address internal examination-related grievances is designed to be transparent, time-bound, and efficient, ensuring that students' concerns are resolved promptly and fairly.

A dedicated exam committee handles all examination-related issues. The process begins with students submitting their grievances through an official channel, such as a written application. Clear guidelines and deadlines for grievance submission are communicated at the start of the academic term to ensure accessibility and clarity.

Once a grievance is submitted, it is acknowledged within 24 hours, and the resolution process is initiated promptly. A designated committee comprising faculty members and examination officials reviews the grievance in detail. For transparency, students may be invited to present their case or provide supporting evidence.

The investigation process is completed within a predefined timeline, usually 7-10 working days, ensuring a swift resolution. The outcomes, including any corrective actions or clarifications, are communicated to the student in a clear and documented manner.

To ensure fairness, the entire process is monitored by a senior academic authority, and students have the option to escalate unresolved grievances to a higher level. This mechanism builds trust and ensures that the internal assessment process remains equitable and student-friendly.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.bjvm.ac.in/AOAR2023/2.5.2.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The institution ensures that teachers and students are well-informed about the stated Programme and Course Outcomes of all academic programmes it offers. This is achieved through a structured and systematic dissemination process.

At the beginning of each academic year, Programme and Course Outcomes are communicated to faculty members during orientation and department meetings. These outcomes are also made accessible through the institution's official website, syllabus handbooks, and Learning Management Systems (LMS), ensuring their availability for continuous reference.

For students, the outcomes are introduced during induction programmes, where faculty explain the relevance, objectives, and scope of the curriculum in terms of career prospects and skill development. In addition, Programme and Course Outcomes are detailed in course syllabi provided at the start of each semester.

Faculty members integrate these outcomes into their teaching methodologies, explicitly connecting learning objectives with real-world applications during lectures, assignments, and assessments. Periodic reviews and discussions are conducted in class to reinforce understanding.

The institution also uses visual aids, such as posters and charts displayed in classrooms and common areas, to ensure consistent visibility of Programme and Course Outcomes. This structured approach ensures clarity, alignment, and active

engagement from both teachers and students in achieving the academic goals.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.bjvm.ac.in/AQAR2023/2.6.1.pdf
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The institution has a well-structured mechanism to evaluate the attainment of Programme Outcomes (POs) and Course Outcomes (COs), ensuring alignment with its academic and institutional goals. The evaluation process integrates both direct and indirect assessment methods to measure the effectiveness of the curriculum and teaching strategies.

Direct Assessment:

1. **Internal and External Examinations:** Marks and grades from internal assessments, semester-end examinations are analyzed to measure the achievement of specific COs.
2. **Mapping COs to POs:** Each CO is linked to corresponding POs, and the cumulative achievement is calculated to assess the attainment levels of POs.

Indirect Assessment:

1. **Student Feedback:** Regular feedback is collected to understand student perception regarding their learning outcomes.
2. **Employer Feedback:** Inputs from employers are analyzed to assess how well graduates meet industry expectations.

Analysis and Action:

The data collected is analyzed, and attainment levels are compared against predefined benchmarks. Gaps, if any, are addressed through curriculum revisions, improved teaching methodologies, or additional training programs. This continuous evaluation cycle ensures that the institution meets its

academic objectives effectively.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.bjvm.ac.in/AQAR2023/2.6.2.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

487

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://www.bjvm.ac.in/AQAR2023/2.6.3.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<http://www.bjvm.ac.in/AQAR2023/2.7.1.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

02

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

07

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

0

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The institution actively organizes extension activities in the neighborhood community to sensitize students to social issues, foster civic responsibility, and promote holistic development. These initiatives bridge the gap between classroom learning and societal needs, instilling a sense of empathy and community service among students.

During the year, activities such as cleanliness drives, health camps, tree plantations, and awareness campaigns on issues like environmental sustainability, gender equality, and digital literacy were conducted. These programs were organized in

collaboration with local NGOs, government agencies, and community leaders to ensure their relevance and impact.

Students participated enthusiastically in these activities, learning to address real-world challenges and gaining insights into the socio-economic fabric of society. Special focus was given to addressing pressing issues such as waste management, health and hygiene, and women's empowerment, aligning with national and global objectives like Swachh Bharat Abhiyan and Sustainable Development Goals.

These initiatives not only benefited the community but also enriched students' personal growth. They developed leadership, teamwork, and problem-solving skills while building a sense of social accountability. The measurable impact of these activities includes improved awareness in the community and a heightened sense of responsibility among students, contributing to their overall development as compassionate and proactive citizens.

File Description	Documents
Paste link for additional information	http://www.bjvm.ac.in/AQAR2023/3.3.1.pdf
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

01

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry,

community and NGOs) during the year**3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

31

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

31

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

20

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

20

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Our college has a well-maintained campus spread over 2.224 acres green land with varieties of plants and trees including rare trees like Nag Champa (Cannonball Tree), Calabash etc. There is a lot of encouragement for the students to participate in Sports and Cultural activities simultaneously and thus they are awarded and rewarded for their achievements. The college has following Infrastructure and physical facilities

Classrooms

- 19 Classrooms are ICT enabled (LAN facilities) & 8 of them equipped with multimedia.

- 6 Classrooms have audio facilities.
- Classrooms are well-ventilated, spacious and equipped with black and white boards with adequate furniture.

Computer Lab

A well-equipped computer center provides all the required software and hardware along with internet connectivity for students to work efficiently and effectively. The Computer Lab has 50 computers with LAN, Multimedia and Internet facility.

Communication Skills Lab

This Communication Skills Lab is equipped with master console, microphone, headphone, computer, multimedia, internet and audio visual aids to facilitate effective listening, speaking and reading skills for the development of students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.bjvm.ac.in/AQAR2023/4.1.1.pdf

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Along with academic development of the student, the college takes care of physical fitness. The Physical Instructor conducts intercollegiate tournaments and Annual Sports Day every year. Apart from the athletics and individual events, the institution has teams for football, Kho-Kho, Kabaddi, Volleyball, Basketball, Badminton and Handball. Sports Facilities are provided by Managing Trust: Spacious playground for athletics and outdoor games.

- Standard Basketball court and a badminton court.
- Cricket ground with matting and pitches.
- Separate Room for indoor games like Chess, Carrom and Table Tennis.
- Sports equipment, kits and sportswear for the team members.

- Fitness centre (Gymnasium) for staff and students.
- Moveable rifle shooting training range.

Yoga: Yoga Training Program is organized well in advanced for Celebration of International Yoga Day every year.

Cultural: The cultural committee focus on improving the skills of students under the guidance of faculty in charge. The college organizes cultural events regularly. College also takes part in university Youth Festival every year. College also organizes Musical Morning, Musical Evening (Bhajan Sandhya), Patriotic song competition and celebrations of different days.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.bjvm.ac.in/AQAR2023/4.1.2.pdf

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

20

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

20

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.bjvm.ac.in/AQAR2023/4.1.3.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

20,31,326	
File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File
4.2 - Library as a Learning Resource	
4.2.1 - Library is automated using Integrated Library Management System (ILMS)	
<p>Our college library is one of the biggest and oldest libraries in Vallabh Vidyanagar spread in an area of 3806 sr. ft. The college has library committee to take care of issues related to the library. The library committee plays an important role in deciding the infrastructural requirements of the library, particularly with regard to purchasing of books, journals, magazines, software and providing access of online N-List portal managed by INFLIBNET Gandhinagar. The library is fully automated having total seating capacity of 30 students and 100 students in Reading room. Working hours (on working days) 8:00 am to 3:00 pm. College has fully automation of library by installation of RFID. The college has a good collection of about 39,000 books. Many books, journals and magazines are added every year. The library subscribes 24 magazines, periodical and journals and 8 newspapers. The library is automated with integrated library management software SOUL 2.0 of INFLIBNET to manage and circulate the books to the users. The new books are displayed for few days in the display box. 10 computers with internet are available for student's access. The college is a member of INFLIBNET N-List consortia and provides access to thousands of E-resources. The facilities of book bank is available for the (brilliant students) advanced learner and financially weak students.</p>	

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://www.bjvm.ac.in/ssr2023/4.2.1.pdf
4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	C. Any 2 of the above
File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File
4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)	
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)	
3,21,978	
File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File
4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)	
4.2.4.1 - Number of teachers and students using library per day over last one year	
80	

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Institution has adequate and latest IT infrastructure. The IT infrastructure and resources are updated and upgraded continuously as per the requirements with changing technology. The entire Institute is Wi-Fi enabled and all computers are connected through LAN with internet facilities. 8 classrooms are having facilities of ICT. Seminar Hall is renovated and equipped with latest ICT facilities. An internet connectivity of bandwidth of 100 MBPS is provided by Elecon Information Technology Ltd (EITL). Faculty and Students can avail the Wi-Fi facilities during college hours. They can access internet freely through tablet or laptop in the College campus. All the classrooms, office, various cells, computer Lab and communication skills lab are connected with LAN.

Computer Lab is upgraded with branded PC's adequately supported by 100 MBPS leased lines for internet connectivity. It is also upgraded with licensed software and systems. Computer lab is upgraded with ICT facilities. Lab assistants are available to support students and faculty in their queries. The institute has total 104 computers with a configuration of 64 ACER Intel Core i3, 28 Zenith Intel P-IV, 08 Compaq Core to Dual, 03 DELL Intel Core i7 and 03 Laptop, 01 Notebook are available. Internet, learning Platforms,

Computers -

PCs available in Computer Lab: 50

PCs available to Faculty Lounge: 02

PCs available in Administrative Office: 06

PCs available in Library: 13

PCs available in Reading Room: 12

PCs available in IQAC: 03

PCs available in Principal office: 01

PCs available in M.COM Coordinator Office: 02

PCs available in various cells: 08

Laptop available: 03

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.bjvm.ac.in/ssr2023/4.3.1.pdf

4.3.2 - Number of Computers

104

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

21,11,875

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college has established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, computers, classrooms etc. Purchase and Maintenance procedure is regulated by our Trust Charutar Vidya Mandal.

Library: Library is fully computerized & it is equipped with SOUL 2.0 software. Any issues/problems regarding software package we call them for service. They provide us quick service by online or by physically. Pest control is done in library regularly for preserving books safe from termites and Silverfish. Fire extinguishers are kept in library for fire emergencies. **Electricity & Physical facilities:** Electricity and physical facilities related maintenance is taken care by the Estate Department of Managing Trust regularly as per requirements.

College has various equipment like, 1 photocopier machines, printers, fire extinguishers, CCTV cameras, Audio system, Digital Camera, Inverter, etc. **Academic, IT Facility and support facilities:** The maintenance contract of the IT equipment is given to Tech Elecon Engineering Ltd, V. V. Nagar.

Class rooms:

The Class rooms are kept neat and clean by our college sweepers. Copy of Contracts Expenditure statements Purchase and Maintenance are regulated by our trust Charutar Vidya Mandal.

Sports Facility: Physical Instructor monitor the maintenance of

Sports Facilities. The equipment in Indoor and Outdoor Gymnasium are regularly serviced and purchase new ones whenever required.

Security Services: The maintenance of security services has been outsourced.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.bjvm.ac.in/AOAR2023/4.4.2.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

496

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

39

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
File Description	Documents
Link to institutional website	http://www.bjvm.ac.in/AOAR2023/5.1.3.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
850	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
850	
File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student	A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

120

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

242

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

03

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

108

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The College has a policy for the active participation of the students in the various academic, administrative, co-curricular and extracurricular activities. Selection Policy: Selection of General Secretary and Class representatives are based on merit. The entire procedure is executed as under: - Highly meritorious students on their merit and interest are invited to the student council. - The selection of GS is purely based on merit, interest and willingness. - After the selection of GS, meritorious students from each class are called for the post of Class Representatives. - In our college, student council is known as Students' Central Committee. The principal heads the Council and a member of the Staff monitors the activities as the Vice President. Student and institution centric issues are discussed in the council and decisions are taken accordingly. Representation of students on various academic and administrative bodies/committees of the institution • Discipline committee- The discipline committee helps to maintain overall discipline of college. • Class representatives- The class representatives ensure the discipline and order of their concerned classes as well as look into classroom cleanliness and physical facilities. • Library Committee- The committee looks into care and maintenance of library facilities for the students. • Grievance Redressal Committee- consisting of General Secretary in presence of Vice President and the President open the suggestion /grievance box and discuss, redress complains, take note of suggestions by maintaining a register.

File Description	Documents
Paste link for additional information	http://www.bjvm.ac.in/AQAR2023/5.3.2.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

192

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

BJVM had informal Alumni Association up to last year. BJVM Alumni Association was registered on 08/01/2021. All the alumni can register themselves online through registration link (<https://alumni.bjvm.ac.in/>) provided on the BJVM Alumni Association Portal of college website. BJVM Alumni Association have good revenue through alumni funding which is divided under three heads -BJVM college Endowment Fund, BJVM Free ship/Scholarship End. Fund & BJVM Alumni Association Fund. It acts as a bridge between the former students, current students and stakeholders. It aims at making our alumni participate in the institutional activities and contribute to the growth and development of the college The Alumni, as integral part of the institution, plays a vital role in carrying out various activities by imparting valuable feedback on the overall functioning of the institution from time to time which contributes a great deal in assessing the quality of the institution. Some of the alumnus (interested in academics) after completing their post graduate studies and doctoral degrees have come back to the institution in the capacity as Principal, Lecturers and contributing immensely for the wellbeing of the institution and student community. Alumni Association is very active in our Institute as it plays different roles in different level and in different capacities.

File Description	Documents
Paste link for additional information	http://www.bjvm.ac.in/AQAR2023/5.4.1.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs) **A. ? 5Lakhs**

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The governance of the institution is thoughtfully structured to reflect and uphold its vision and mission, ensuring that all actions and policies are aligned with its core values and objectives. The institution's leadership operates through a participatory and transparent decision-making process, fostering a culture of inclusivity and accountability among all stakeholders.

Key governance bodies, including the governing council, academic committees, and administrative units, are dedicated to implementing the institution's mission of academic excellence, holistic development, and societal contribution. Policies are designed to ensure that resources are optimally utilized for fostering innovation, research, and quality education.

Regular strategic planning meetings are conducted to set goals that align with the institution's long-term vision. Faculty and staff are empowered to contribute through various committees and forums, promoting ownership and shared responsibility in achieving institutional objectives. Emphasis is placed on incorporating feedback from students, alumni, and the community to ensure that governance is dynamic and responsive.

The institution also integrates its mission of societal impact by prioritizing community engagement and extension activities

in its governance structure. By fostering a collaborative and ethical work environment, the institution ensures that its governance consistently supports the realization of its vision and mission in all spheres of activity.

File Description	Documents
Paste link for additional information	http://www.bjvm.ac.in/AQAR2023/6.1.1.pdf
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Effective leadership in the institution is exemplified through its commitment to decentralization and participative management, fostering a culture of shared responsibility and collaborative decision-making. The leadership empowers various stakeholders, including faculty, staff, and students, to actively participate in institutional governance and operational practices.

Decentralization is evident in the delegation of authority to various academic and administrative units. Departments and committees are given autonomy to plan and execute activities such as curriculum design, research projects, and co-curricular programs. This ensures efficient decision-making at all levels while aligning with institutional objectives. Heads of departments and coordinators of various cells are entrusted with responsibilities, promoting accountability and ownership.

Participative management is achieved through the inclusion of stakeholders in decision-making processes. Regular meetings of governing bodies, academic councils, and staff associations provide a platform for discussing institutional goals, challenges, and improvements. Faculty and staff are actively involved in framing policies, organizing events, and initiating quality enhancement measures. Student representation in committees ensures their voices are heard, fostering a sense of belonging and mutual respect.

This inclusive approach not only strengthens institutional practices but also enhances transparency, innovation, and trust, making leadership effective and transformative in achieving the institution's vision and mission.

File Description	Documents
Paste link for additional information	http://www.bjvm.ac.in/AOAR2023/6.1.2.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution's Strategic/Perspective Plan is effectively deployed, ensuring the alignment of institutional goals with its vision and mission. The plan is developed through a participatory approach involving key stakeholders, including faculty, staff, students. It identifies priority areas such as academic excellence, research enhancement, infrastructure development, community engagement, and student support.

Key Areas of Deployment:

- 1. Academic Excellence:** The plan emphasizes curriculum enrichment, fostering interdisciplinary learning, and implementing innovative teaching methodologies. Continuous faculty development programs are organized to enhance teaching competencies.
- 2. Research and Innovation:** Research facilities are strengthened, and collaborations with industries and academic institutions are fostered. Financial assistance and incentives are provided to encourage faculty and student research.
- 3. Infrastructure Development:** Modern classrooms, well-equipped laboratories, and upgraded IT infrastructure have been developed to support academic and research activities.
- 4. Community Engagement:** Extension activities and outreach programs are conducted to address societal needs, aligning with the institution's commitment to social responsibility.
- 5. Student Support:** Initiatives like mentorship programs, career guidance cells, and skill development workshops have been implemented to enhance student success and employability.

Periodic reviews are conducted to monitor progress, and necessary adjustments are made to ensure the effective

execution of the plan. This structured deployment fosters growth and ensures the institution's goals are systematically achieved.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.bjvm.ac.in/AQAR2023/6.2.1.pdf
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The functioning of the institutional bodies is effective and efficient, as demonstrated by well-defined policies, a robust administrative setup, and transparent rules and procedures. The institution operates with a clear organizational hierarchy, ensuring accountability, streamlined communication, and smooth operations.

Institutional policies are framed in alignment with its vision and mission, focusing on academic excellence, student welfare, and societal engagement. The governing body provides strategic direction, while academic and administrative committees oversee the implementation of these policies. Regular meetings and reviews ensure policies remain relevant and effective.

The administrative setup is organized into various departments and units, each with specific roles and responsibilities. Key positions are filled through transparent appointment procedures based on merit and qualifications, adhering to service rules and guidelines established by statutory bodies. These rules cover recruitment, promotions, and grievance redressal, ensuring fairness and equity.

Standard Operating Procedures (SOPs) are in place for all critical functions, including admissions, examinations, and financial management, fostering consistency and efficiency. Additionally, digital tools and management systems are employed to streamline administrative tasks, improve decision-making, and enhance stakeholder engagement.

This systematic approach ensures the effective and efficient

functioning of institutional bodies, driving continuous growth and upholding accountability and transparency in all operations.

File Description	Documents
Paste link for additional information	http://www.bjvm.ac.in/AQAR2023/6.2.2.pdf
Link to Organogram of the Institution webpage	http://www.bjvm.ac.in/AQAR2023/6.2.2.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

The various welfare measures for teaching and non-teaching staff are as follows

Leave Benefits (As per Government rules)

1. 12 days of casual leave provided to both teaching and nonteaching staff.
2. 20 half-pay leave can be availed by the permanent teaching staff after completing one year of service.
3. Female teaching and non-teaching staff can avail a Maternity Leave of 180 days as per Government rules.
4. Male teaching and non-teaching staff can avail Paternity

Leave of 15 days.

5. Duty leaves to teaching staff to participate and present papers and to the non-teaching staff for participation in Conference/ Seminars/ Workshops/ FDP, etc.

Retirement Benefits (As per the Government Rules)

1. General Provident Fund (GPF)
2. Gratuity
3. National Pension Scheme (NPS)
4. Encashment of Earned Leave
5. Medical Benefits
6. CVM Health Center, SPU Health Center, Ayurvedic Clinic and Hospital.
7. Doctor and basic medical consultation are available in campus by CVM.

Welfare Facilities

1. Staff Quarters
2. Canteen
3. Parking
4. Clean drinking water
5. Uniform for Peons

ICT Facilities

1. Wi-Fi enabled Campus
2. Computer Lab
3. Laptop/Desktop

For Physical and Emotional Wellbeing

1. Gymnasium/Fitness Centre
2. Play Ground (Shastri ground)
3. Sports activities and games held during Sports Day for both teaching and non-teaching staff.

File Description	Documents
Paste link for additional information	http://www.bjvm.ac.in/AOAR2023/6.3.1.pdf
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/

workshops and towards membership fee of professional bodies during the year**6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

0

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz.,**

Orientation / Induction Programme, Refresher Course, Short Term Course during the year

10

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The institution has a well-structured Performance Appraisal System for both teaching and non-teaching staff, ensuring accountability, professional growth, and alignment with institutional objectives. This system fosters a culture of continuous improvement and recognizes individual contributions.

For teaching staff, the appraisal system evaluates performance based on multiple parameters, including teaching effectiveness, research contributions, student feedback, and involvement in co-curricular and extracurricular activities. Faculty members are encouraged to submit self-appraisal reports annually, highlighting their achievements, innovative practices, and professional development initiatives. Research output, such as publications, projects, and conference participation, is given significant weightage. Student feedback on teaching quality is collected confidentially and incorporated into the appraisal process.

For non-teaching staff, the appraisal focuses on efficiency, punctuality, skill enhancement, and contributions to administrative processes. Supervisors assess their performance using predefined metrics and provide constructive feedback. Training programs and workshops are often recommended to address identified gaps and enhance skills.

The appraisal outcomes are reviewed by a committee to ensure fairness and transparency. High-performing staff are recognized through incentives, promotions, and awards, while underperforming individuals are supported through counseling and capacity-building initiatives.

This comprehensive appraisal system motivates staff, enhances institutional performance, and promotes a culture of excellence and accountability.

File Description	Documents
Paste link for additional information	http://www.bjvm.ac.in/AQAR2023/6.3.5.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution conducts regular internal and external financial audits to ensure transparency, accountability, and compliance with financial regulations. These audits are integral to maintaining sound financial practices and fostering trust among stakeholders.

Internal Financial Audit:

The internal audit is conducted by a designated internal audit team or a professional auditor appointed by the management. This audit is carried out periodically to verify the accuracy of financial transactions, compliance with institutional policies, and proper utilization of funds. The audit team reviews vouchers, ledgers, payroll records, and procurement processes to identify discrepancies or inefficiencies.

External Financial Audit:

The external audit is conducted annually by certified auditors agencies. This audit evaluates the institution's financial statements, adherence to statutory requirements, and utilization of grants and funds. Special focus is given to compliance with regulatory bodies such as UGC, RUSA, or state authorities.

Mechanism for Resolving Audit Objections:

Any objections or irregularities identified during the audits are recorded in the audit report. These are promptly addressed by the finance committee, which works with the concerned departments to provide clarifications or take corrective actions. Follow-up audits ensure that objections are resolved, ensuring seamless financial operations and compliance.

File Description	Documents
Paste link for additional information	http://www.bjvm.ac.in/AQAR2023/6.4.1.pdf
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

197000

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution employs well-defined strategies for mobilization of funds and ensures the optimal utilization of resources to achieve its academic, infrastructural, and societal goals.

Mobilization of Funds:

The institution mobilizes funds through various sources, including tuition fees, government grants, and funding from gujarat government like finishing school, namo wifi ect. Efforts

are made to secure grants for research projects, workshops, and infrastructure development. Collaboration with industries and alumni associations generates additional funding through sponsorships and donations. Fundraising events and consultancy services also contribute to resource mobilization.

Optimal Utilization of Resources:

The institution follows a meticulous planning process for resource allocation. Budgets are prepared annually, ensuring alignment with institutional priorities such as academic excellence, infrastructure development, and student welfare. Expenditure is monitored by the finance committee to prevent misuse and ensure accountability.

Emphasis is placed on eco-friendly practices, such as energy-efficient infrastructure and digitization, to maximize resource efficiency. Regular audits—both financial and performance-based—are conducted to review utilization and implement necessary improvements.

Through strategic mobilization and prudent utilization of funds, the institution ensures sustainable growth, quality education, and effective service delivery, contributing to its vision and mission while meeting the expectations of stakeholders.

File Description	Documents
Paste link for additional information	http://www.bjvm.ac.in/AQAR2023/6.4.3.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The College IQAC ensures the effective implementation of quality initiatives for academic and administrative qualitative activities and continuous implementation of teaching and learning process through continuous reviews and periodic meetings. The Management, teachers, non-teaching staff, students, parents and alumni are oriented about NAAC and the working of IQAC at specific intervals. The action is being made based on the discussions and the financial part is taken care

of by the management. The academic committee of the management and the college staff help the IQAC in formulating and achieving academic goals from time to time. IQAC works to attain overall development and improvement. IQAC has applied for Autonomous status and Conferment of Autonomous Status given by UGC in January 2024 for a period of five years.

Functions of IQAC

1. Development and application of quality benchmarks with consistent work for various academic and administrative activities of the institution.
2. Maintain Institutional Quality for sustainable position in education.
3. Promoting use of technology.
4. Fostering Global Competencies among students.
5. Inculcating Values among students.
6. Ensuring the adequacy, maintenance and functioning of the support structure.
7. Optimization and integration of modern methods of teaching, learning and evaluation.
8. Providing inputs for best practices in administration for efficient resource utilization and better services to students and staff.
9. Preparing & submitting - Annual Quality Assurance Report (AQAR) as per the guidelines from the NAAC.

File Description	Documents
Paste link for additional information	http://www.bjvm.ac.in/AQAR2023/6.5.1.pdf
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

IQAC of our college is performing many important functions for the betterment of the institution like participation in AISHE, GSIRF ranking, NIRF ranking, Parents meeting, Online Webinars, Personality Development Programmes, Teachers Training and continuous follow - up of Teaching Learning process. IQAC of the college is always working towards the quality assurance in the institution with the following goals:

1. To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
2. To conduct regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented.
3. To promote industrial involvement in academic practices by organizing industrial training, industrial visits, workshops, and guest lecturers from industry experts, MOUs, etc.
4. To encourage faculties to contribute in research activities.
5. To establish process to take feedback from various stakeholders.
6. To monitors continuous assessments, model exams, and end-semester results, taking corrective actions as needed.
7. To review syllabus coverage by all faculties, promptly addressing any negative feedback received and taking action if required through Principal.
8. Conducting quality programs i.e., seminars, webinars, guest lectures, skill development programmes, management lecture series etc.
9. To institutionalize the best efforts to make the campus ragging-free and develop the discipline in the students along with the establishment of grievance redressal cell.
10. Infrastructural Incremental Improvements.

File Description	Documents
Paste link for additional information	http://www.bjvm.ac.in/AQAR2023/6.5.2.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://www.bjvm.ac.in/AQAR2023/6.5.3.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Gender equality and sensitization in extracurricular and curriculum activities shows that male and female students receive treatment equally and without discrimination. Regardless of an individual's race, gender, caste, color, creed, language, religion, political views, national or social origin, property, birthplace, or other status, BJVM offers them equal opportunities. The institute established a women's cell for this very reason, with the goal of promoting awareness of gender issues through parent and stakeholder feedback. Parents now prefer to send their female wards to BJVM for their education.

Following are facilities regarding Gender equity sensitivity:

Safety and Security:

- Security guards and Security checkpoints at all campus entries and exits.
- Extensive surveillance network (CCTV cameras).
- Separate hostels for men and women with dedicated wardens.
- Awareness campaigns on women safety and gender sensitivity through guest talks and students' seminar.

Counselling:

- Through counselling, students are given advice on how to manage and deal with emotional conflict and personal problems.
- Grievance Redressal Committees for staff and students.
- Appointment of CR (class representative) LR (Ladies representatives) in the student Council.

Common Rooms: Common rooms for girls is made near principal office with all basic facilities needed for girl students.

File Description	Documents
Annual gender sensitization action plan	http://www.bjvm.ac.in/AQAR2023/7.1.1.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://www.bjvm.ac.in/AQAR2023/7.1.1.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The college has taken adequate care of several waste management programs because it is sensitive enough to its obligation to create a clean and healthy environment. considering the size of the college's green belt, dry leaves and branches are the solid waste that is disposed of with the assistance of the Municipal Bureau. This kind of green waste is gathered in one location and disposed of properly by a municipal van that arrives on time. The proper drainage system manages liquid waste. As we are a Commerce and Management Institute, biomedical waste is not a problem here. Clear guidelines are provided by Charutar Vidya Mandal authorities for both paper and electronic waste, and these are submitted to the appointed agencies. It is strictly forbidden to bring plastic on college property. Dustbins are positioned throughout the college and in every classroom, which aids in keeping the college premises tidy.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	http://www.bjvm.ac.in/AQAR2023/7.1.3.pdf
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**
- 5. landscaping with trees and plants**

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and

D. Any 1 of the above

energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Every day the college starts with Sarva Dharma Prathna (prayer). The guidelines are very much clear by the Sardar Patel University and Charutar Vidya Mandal for admitting the students from different sections of the Society. Equal rights are offered to them, no discrimination is practiced so far as their language, dress, culture, and religion concerned. For socio-economic balance special cell of SC/ST is formed and Equal Opportunity is given. SC/ST cell also organized different activities. During the induction programme for the new students, they are given information regarding such cell, activities and various scholarships available for them. Throughout the year different activities are conducted and anybody can participate in these activities. Many students are from rural background but the inclusive environment that exists doesn't allow them to feel uncomfortable. Right from the very first day, during the induction programme the policy of the institute is clarified and lessons of tolerance and harmony are taught to them. Equal respect, treatment is given to them so, that they never feel bad about their background and social status.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Our aim is to provide quality education for overall growth of students. Sensitizing students on our constitutional rights, values, duties and responsibilities is one of the primary educations given at the institute through various means. Being responsible academic institution, we have realized and accepted our duties towards nation by preparing the next generation. In order to inculcate awareness, values, rights towards duties and responsibilities of citizens throughout the year various programmes are organized and conducted and here only we provide platform to the students to prepare them as responsible

citizens of India. All the faculties, principal, the IQAC Team, NSS Unit, NCC & Sports become one unit and perform our duties and sensitize the students about the crucial issues of the nation at large and their duties, responsibilities towards the country. Every Year Institute celebrates Republic Day and Independence Day and Voter's Day. The celebration is attended by Students, Teaching and Non-teaching Staff, Invitees, guests. Flag hosting with National anthem and oath of national integrity followed by distribution of sweets is the regular decorum of the programme. During Student Induction Programme, they are made aware about the code of ethics, human values, rights, duties and responsibilities as a citizen of India during induction as well as other programmes throughout year.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

D. Any 1 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The college has organized a number of national and international festivals, events, and commemorative days since the commencement of the academic year. By planning these activities, the organizers hope to make students aware of the significance of these days, events, and festivals as well as how they helped to shape the country into what it is today. The BJVM NSS and NCC Units are actively involved in planning events and have participated in events hosted by other institutions outside of the college. Students, NSS Volunteers, NCC Cadets, NCC Officers, and NSS Program Officers have the opportunity to learn about other institutions and the activities taking place there. They are competent to move forward to a higher level because of to this exposure. During the year activities related to environment, unity and celebration of freedom are conducted. Such celebrations would help the participants to get new directions to think and work. Activities would mould the participants into responsible citizens of the nation.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

B-1 Title of the Practice: Knowledge Enhancement Through Management Lecture Series

Since its inception, BJVM is always engaged in the activities which enhance the Knowledge of the Students. The main objective of Management Lecture Series to provide the exposure of emerging trends of Commerce and Management. It focuses on training the students' mind to increase its capacity for strategic thinking, innovative exploration, and knowledge advancement. Eminent personalities and distinguished Alumni from academia and industries are invited as Experts. The topic covered by each Expert is unique in itself which is not the part of course curriculum. They share the practical implication of the each topic and their own experiences of their respective positions. After each session, students are asked to share their views.

B-2 Strengthening Employability Skills Through Career Counselling

BJVM is dedicated to the students' overall development. Understanding one's interests, strengths, and passions through career counselling encourages self-exploration and increases job satisfaction. It assures long-term career success and happiness by bringing personal objectives and professional aspirations into alignment. The goal of the practice is to help students develop employability skills, which will ultimately lead to career advancement and a bright future. Through this practice, students can learn about the different national and international programs offered for higher education or job opportunities in an area of their choice.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The distinctiveness of college has been explicated through the empirical learning endeavours prevalent in the institution as students learn by doing and engaging themselves in hand-on activities, leading to their overall development. Students are exposed to a good number of Skill Development Programs. Finishing School provides a platform where students are trained to become high quality professionals. Students are boosted with self-confidence to face interviews, group discussions and debates. Students learn basic etiquettes to be followed by a professional. Confidence Building Training has been provided to equip students to face interviews and future obstacles in their life. Students are finely polished by various sessions on Personality Development, Communication Skills and Enrichment lectures.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

The College IQAC has identified the broad objectives which the college should strive to achieve during the next academic year which are enumerated as under-

- As the college has been conferred Autonomous Status from the year 2024-25 to 2028-29, Admission Procedure will be done in compliance with rules and regulations laid down by UGC and Sardar Patel University, Vallabh Vidyanagar in the academic year 2024-25.
- the college is going to start BBA with Specialization in Entrepreneurship Developments from the next academic year
- 19 New Certificate Courses are going to be started from the next academic year.
- As a part of energy conservation measures, solar panel will be installed.
- To create an enabling environment for holistic development of students, faculty and support staff.
- To facilitate continuous upgradation and updating of knowledge and use of ICT, by faculty and students.
- To fulfil its social obligations, in the manner of providing formal and informal education, dissemination of knowledge, organising programmes and activities for the benefit of the community and other stakeholders.
- To encourage and facilitate Research Culture, to promote research by students and faculty and consultancy by Faculty.