

## The Annual Quality Assurance Report (AQAR) of the IQAC

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

### Part – A

AQAR for the year (for example 2013-14)

2015-16

#### I. Details of the Institution

1.1 Name of the Institution

Smt A P Patel Arts and Late Shri N P Patel Commerce College

1.2 Address Line 1

Prahladbhai Kashidas Patel Vidhya Sankul,

Address Line 2

Vidya Mandir Campus, Nr. Kumar Shala, Naroda

City/Town

Ahmedabad

State

Gujarat

Pin Code

382330

Institution e-mail address

narodacollege1993@yahoo.com

Contact Nos.

079 – 22816582

079 - 22815858

Name of the Head of the Institution:

Dr. R J Chaudhari (I/C)

Tel. No. with STD Code:

079 – 22816582

079 - 22815858

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

**OR**

1.4 NAAC Executive Committee No. & Date:   
(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

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

#### 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	71.20	2007	Till 2012
2	2 <sup>nd</sup> Cycle	B	2.17	2012	Till 2017
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

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

- i. AQAR \_\_\_\_\_ 13/07/2013 \_\_\_\_\_ (DD/MM/YYYY)
- ii. AQAR \_\_\_\_\_ 04/03/2015 \_\_\_\_\_ (DD/MM/YYYY)
- iii. AQAR \_\_\_\_\_ 28/09/2015 \_\_\_\_\_ (DD/MM/YYYY)
- iv. AQAR \_\_\_\_\_ 03/10/2016 \_\_\_\_\_ (DD/MM/YYYY)

1.9 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

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

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

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

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

1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

1) Courses of Dr, BAOU 2) Tally 3) SCOPE

1.11 Name of the Affiliating University (for the Colleges)

Gujarat University

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

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

**2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="03"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="----"/>
2.8 No. of other External Experts	<input type="text" value="----"/>
2.9 Total No. of members	<input type="text" value="09"/>
2.10 No. of IQAC meetings held	<input type="text" value="01"/>

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

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

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National   
 State  Institution Level  Themes

2.14 Significant Activities and contributions made by IQAC

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
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\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes  No   
 Management  Syndicate  Any other body

Provide the details of the action taken

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	----	----	----	----
PG	02	----	----	----
UG	02	----	01	----
PG Diploma	----	----	----	----
Advanced Diploma	----	----	----	----
Diploma	----	----	----	----
Certificate	----	----	----	03
Others	----	----	----	----
<b>Total</b>	<b>04</b>	<b>----</b>	<b>01</b>	<b>03</b>
Interdisciplinary	----	----	----	----
Innovative	----	----	----	----

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

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	04
Trimester	---
Annual	---

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students  Yes

(On all aspects)

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

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

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

As a routine, the syllabi go on changing. No salient aspects

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

English medium class in B. Com program introduced from June 2015

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	21	6	15	-	4

2.2 No. of permanent faculty with Ph.D.

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	--	--	--	--	--	--	04	--	04	04

2.4 No. of Guest and Visiting faculty and Temporary faculty   

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	04	10	09
Presented papers	18	18	11
Resource Persons	-	---	3

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

1) ICT-enabled classrooms	3) Easy Internet Access
2) Use of ICT by all faculty	4) Study Tours
	5) Guest Lectures

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

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

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

2.10 Average percentage of attendance of students

2.11 Course/Programme wise  
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA	365	NA	2%	17%	41%	60%
B. Cpm	278	NA	6%	23%	6%	57%
MA	85	NA	4%	32%	15%	90%
M. Com	121	NA	3%	33%	21%	85%

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

2.13 Initiatives undertaken towards faculty development

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

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	06	11	----	05
Technical Staff	----	----	----	----



## Criterion – III

### 3. Research, Consultancy and Extension

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

Nil
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#### 3.2 Details regarding major projects

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

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	01	7,60,000/	04
Outlay in Rs. Lakhs	--	---	--	--

#### 3.4 Details on research publications

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

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	--	--	--	--
Minor Projects	03	UGC	7,60,000/	5,70,000/
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects <i>(other than compulsory by the University)</i>	--	-	--	--
Any other(Specify)	--	--	--	--
Total	--	--	7,60,000/	5,70,000/

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from -- **Not Applicable**

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution	Level	International	National	State	University	College
	Number	----	-----	01	-----	----
	Sponsoring agencies	-----	----	Sanskrit Sahitya Academy	-----	----

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

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

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

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

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

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

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)  
JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:  
University level  State level   
National level  International level

3.22 No. of students participated in NCC events:  
University level  State level   
National level  International level

3.23 No. of Awards won in NSS:  
University level  State level   
National level  International level

3.24 No. of Awards won in NCC:  
University level  State level   
National level  International level

3.25 No. of Extension activities organized  
University forum  College forum   
NCC  NSS  Any other

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

- 1) **Blood Donation Camp**
- 2) **Tree Plantation**
- 3) **Cleanliness Drive**

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	3.22 acre	--	--	--
Class rooms	19	2	Management	21
Laboratories	--	--	--	--
Seminar Halls	01	--	--	01
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	--	--	--	--
Value of the equipment purchased during the year (Rs. in Lakhs)	--	--	--	--
Others ( <b>Reading Room</b> )	--	1	Management	1

#### 4.2 Computerization of administration and library

- Administrative Office fully computerized
- Library partly computerized

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	23449	1713898	109	49994	23558	17,63,882
Reference Books	183	7173	58	17050	241	24,223
e-Books	--	---	--	--	--	--
Journals	--	--	--	--	--	--
e-Journals	--	--	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	53	--	--	--	--	--
Others (specify)	--	--	--	--	--	17,88,105/

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	98	25	10	5	26	8	20	4
Added	--	--	--	--	--	--	--	--
Total	98	25	10	5	26	8	20	4

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

1) Wi-Fi campus 2) ICT based teaching and learning

4.6 Amount spent on maintenance in lakhs :

i) ICT

Rs. 36042/-

ii) Campus Infrastructure and facilities

Incurred by Management

iii) Equipments

Rs. 7580/-

iv) Others

----

**Total :**

Rs. 43622/-

## Criterion – V

### 5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

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5.2 Efforts made by the institution for tracking the progression

- 1) Staff and Departmental Meetings held to discuss issues
- 2) Support provided to the slow learners
- 3) Remedial classes arranged

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1910	393	08	100

(b) No. of students outside the state

---

(c) No. of international students

---

Men	No	%	Women	No	%
	812	35%		1491	65%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1104	495	62	705	07	2366	1147	486	40	620	05	2303

Demand ratio 100% Dropout - 20 %

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

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No. of students beneficiaries

5.5 No. of students qualified in these examinations -- Data not available as past-students don't inform

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

5.6 Details of student counselling and career guidance

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No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
3	250	12	Data Not Available

5.8 Details of gender sensitization programmes

- CWDC set up
- Various events held for gender sensitization

## 5.9 Students Activities

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

State/ University level  National level  International level

### No. of students participated in cultural events

State/ University level  National level  International level

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

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

## 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	45	Rs. 15,060/
Financial support from government	534	Rs. 21,78,370/
Financial support from other sources	----	----
Number of students who received International/ National recognitions	-----	-----

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: All grievances addressed.

No major grievance occurred.

## Criterion – VI

### 6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

**Vision:** “To impart quality higher education to meet the challenges of the modern times.”

**Mission:** “To achieve excellence through quality education by offering career oriented programs, by using modern technology for the best academic outcome among the students of Naroda and nearby villages”

6.2 Does the Institution has a management Information System

Yes

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

6.3.1 Curriculum Development

4 faculty were the members of the respective BoDs  
They initiated new strategies

6.3.2 Teaching and Learning

- |                            |                               |
|----------------------------|-------------------------------|
| 1) ICT enabled classrooms  | 4) Study Tours                |
| 2) ICT used by all faculty | 5) Experts’ Lectures          |
| 3) Easy Internet access    | 6) Department-specific events |

6.3.3 Examination and Evaluation

- Examination schedules and results placed on the website
- All examination-related redressal addressed to

6.3.4 Research and Development

Faculty encouraged participating in the CAPs

6.3.5 Library, ICT and physical infrastructure / instrumentation

- |                               |                                    |
|-------------------------------|------------------------------------|
| *Library partly automated     | * Well equipped Reading Room added |
| *All classes made ICT enabled | * Two more classrooms added        |



6.3.6 Human Resource Management

- Placement Camps arranged
- Departmental Study tours held
- Career-oriented programs offered

6.3.7 Faculty and Staff recruitment

Recruited 4 visiting faculty and 2 staffers to meet the shortfall

6.3.8 Industry Interaction / Collaboration

Industrial study tours held

6.3.9 Admission of Students

- All the UGC, University and Government norms strictly followed

6.4 Welfare schemes for

Teaching	Credit facility from Credit Society
Non teaching	Credit facility from Credit Society
Students	Needy and meritorious students given freeship and scholarship

6.5 Total corpus fund generated

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6.6 Whether annual financial audit has been done    Yes     No

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

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

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

For UG Programmes    Yes     No

For PG Programmes    Yes     No

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

Not Applicable

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

The University encourages autonomy to the affiliated Institutions

6.11 Activities and support from the Alumni Association

The Alumni Association arranges a cultural event every year.

6.12 Activities and support from the Parent – Teacher Association

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6.13 Development programmes for support staff

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

- Cleanliness drive held
- Tree plantation and maintenance
- All stakeholders sensitized about the judicious use of electricity, water, paper and plastic

## Criterion – VII

### **7. Innovations and Best Practices**

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

- ICT enabled classrooms
- Laptops provided to the faculty for the use of ICT
- Wi-fi campus
- Reading room provided to the students
- English medium classes in B. Com started

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

Institutional and University Academic Calendars strictly followed

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

1) Blood Donation Camp	3) Tree Plantation
2) Interclass events	4) Free ship to the needy students

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

7.4 Contribution to environmental awareness / protection

1) Cleanliness drive held
2) Tree plantation and maintenance
3) Awareness about the judicious use of electricity, water, paper and plastic

7.5 Whether environmental audit was conducted? Yes  No

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

Proposal to introduce at the PG level
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## **8. Plans of institution for next year**

<ul style="list-style-type: none"><li>• Proposal to introduce English at the PG level</li><li>• Free library support to the meritorious students</li></ul>
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Name Jagdish V. Anerao

Name Dr. Ramesh J. Chaudhari

\_\_\_\_\_  
*Signature of the Coordinator, IQAC*

\_\_\_\_\_  
*Signature of the Chairperson, IQAC*