

DEHGAM TALUKA EDUCATION SOCIETY'S

ManibenBhikhabhai College Of Commerce And Shri G.M.N.Lalji Arts College,
DEHGAM



3rd REPORT OF IQAC (2011-12)

SUBMITTED

TO

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

1. Kindly provide the details of the institution

Name of Institution: Maniben Bhikhabhai College Of Commerce & Shri G.M.N. Lalji Arts College, Dehgam
Year of Establishment of the Institution: 15th June 1966
Address Line 1: Purushottam Park, Dehgam-Ahmedabad Road, Dehgam
Address Line 2: District- Gandhinagar, 382 305, Gujarat. (INDIA)
City/Town: Dehgam
State: Gujarat
Postal Code: 382 305
Email Address: dr_bhatt2004@yahoo.com

2. NAAC Accreditation/ Reaccreditation Details

Year of Accreditation/ : August 2008
Current Grade: B
CGPA: 2.32

3. Institutional Status Grant-in-aid

4. Contact Person Details

Name of Head of Institution: Dr. HiteshKumar Bhatt
Contact Phone: +919825484882
Email: dr_bhatt2004@yahoo.com
Website URL: www.dehgamcollege.org
Name of IQAC Co-ordinator:- Prof.Govind Chavda
Email:

SECTION I

This section is related to institutional goals, vision and mission, academic programmes and activities, strategies and action plans for institution building.

5. Number of academic programmes existing (Enter a number 0 for nil)

Undergraduate (BA/B.Sc./B.Com etc.)	B.A B.Com	
Post Graduate (MA/M.Sc./M.Com etc.)	0	
Research Programmes (M.Phil/Ph.D)	0	
Certificate Programmes	CCC, BBA, BCA	
Professional Programmes (B.Tech/M.Tech/B.Ed/M.Ed/Medicine/Pharmacy/Paramedical/Nursing etc)		0
Other value added programmes		0

Any other programme offered (Specify) BCA (Degree) Programme offered under IGNOU

6. Details on Programme Development (Enter a number 0 for nil)

New Programmes added during the year	01	
New programmes designed	00	
Programmes under revision	01	
Interdepartmental collaborative programmes	00	
Inter institutional collaborative programmes	00	
Number of review committee recommendations implemented (Total)		
Number of NAAC peer team recommendations implemented:		02
Number of UGC/any other expert committee recommendations implemented:		00
Number of review committee recommendation under implementation	01	
Number of NAAC peer team recommendations under implementation	02	
Number of UGC/ any other expert committee recommendations under implementation		01

7. Faculty Details (Enter a number 0 for nil)

Total faculty strength required as per norms for all programmes		19
Total faculty on rolls		15
Faculty added during the year	02	
Faculty positions vacant	02	
Faculty left during the year	01	
Total number of visiting faculty	05	
Total number of guest faculty	00	

8. Qualification of Faculty

PhD and Above	04
MPhil	03
Masters	08
Any other (Specify)	00

9. Faculty qualification improvement

PhD awarded to existing faculty	01
MPhil awarded to existing faculty	00
Any other degree awarded to existing faculty	00

10. Administrative Staff Details (Enter a number 0 for nil)

Administrative staff (total sanctioned)	08
Administrative staff (Actual strength)	06
Added during the year of reporting	00
Left during the year	01
Number of posts vacant	02

11. Technical Support Staff Details (Enter a number 0 for nil)

Technical Support Staff (Total sanctioned strength)	00
Technical Support Staff (Actual strength)	00
Added during the year	00
Left during the year	00
Number of posts vacant	00

SECTION II

This section surveys the quality sustenance and development activities during the year taken up by IQAC. It reflects quality management structure, strategies, and processes which would enhance academic quality of the institution as perceived by faculty, students, alumni, and other stakeholders (social perception of the institution) inline with the vision, mission and goals of the institution.

12. Establishment details

Year of establishment of IQAC

DD MM YYYY

15 /06 /2010

13. Composition of IQAC (Enter a number 0 for nil)

Number of IQAC members	07
Number of Alumni in IQAC	01
Number of Students in IQAC	01
Number of Faculty in IQAC	03
Number of Administrative Staff in IQAC	01
Number of Technical Staff in IQAC	00
Number of Management Representatives	01
Number of External experts in IQAC	00
Number of any other stakeholder and community representatives	00

14. IQAC Meetings

Number of IQAC meetings held during the year	04
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15. Whether Calendar of activities of IQAC formulated for the academic year :- NO

16. IQAC Plans for Development (Enter a number 0 for nil)

Number of academic programmes proposed	02
Number of value added programmes proposed	00
Number of skill oriented programmes proposed	01
Number of faculty competency and development programmes proposed	01
Number of other staff development programmes proposed	01
Number of student mentoring programmes proposed	00
Number of co curricular activities proposed	04
Number of inter departmental cooperative schemes proposed	00
Number of community extension programmes proposed	01
Any other programmes proposed (Specify)	

17. IQAC Plans for development & Implementation (Enter a number□0 for nil)

Number of academic programmes implemented	01
Number of value added programmes implemented	
Number of skill oriented programmes implemented	01
Number of faculty competency and development programmes implemented	01
Number of other staff development programmes implemented	00
Number of student mentoring programmes implemented	00
Number of co curricular activities implemented	04
Number of inter departmental cooperative programs implemented	00
Number of community extension programmes implemented	01
Any other programmes suggested that are implemented (Specify)	

18. IQAC Seminars and Conferences (Enter a number□0 for nil)

Number of seminars/ conferences/ workshops organized by IQAC within the institution	02
Number of participants from the institution	06
Number of participants from outside	132
Number of external experts invited	05
Number of external conferences/seminars/ workshops on institutional quality attended	01
Number of events conducted with IQACs of other institutions as collaborative programmes	00

19. Did IQAC receive any funding from UGC during the year ?

YES:- Received Rs.5000 from Retired Prof. Of Hindi Department for te organization of Seminar

20. If the response to Qn. 18 is Yes, please provide the amount received from UGC - (Input 0 - if NA/NIL-) Any other source including internal financial support from the management (Specify amount)

Amount Received from UGC :- Rs.60,000
Amount Received from any other source :- Rs.5000
including the college management

21. Any significant contribution made by IQAC on quality enhancement during current year

- ***IQAC cell has organized faculty development programme to enhance research activity***
- ***The cell has organized 8 days KMPF training programme for faculty to aware the faculty and encourage them use technology in Teaching***

SECTION III

In this section the events, activities, and outputs in the field of research and academic areas are being surveyed.

22. Academic Programmes

Number of new academic programmes developed or designed by faculty	00
Number of faculty members involved in curriculum restructuring/revision/syllabus development	01
Number of programmes in which evaluation process reformation taken up and implemented	01
Number of active teaching days during the current academic year	189 days
Average percentage of attendance of students	69%
Percentage of classes engaged by guest faculty and temporary teachers	50%
Number of self financed programmes offered	01
Number of aided programmes offered	02
Number of programmes discontinued during the year	00

23. Whether any systematic student feedback mechanism is in place? No

24. Feedback Details (If answer to Question 20 is Yes)

Percentage of courses where student feedback is taken

25. Is feedback for improvement provided to the faculty? No

26. Faculty Research, Projects, and Publication details for the year

Number of major research projects undertaken during the year	01
Number of minor research projects undertaken during the year	01
Number of major ongoing projects	01
Number of minor ongoing projects	01
Number of major projects completed	00
Number of minor projects completed	00
Number of major project proposals submitted for external funding	00
Number of minor project proposals submitted for external funding	00
Number of research publications in peer reviewed journals	

Number of research publications in international peer reviewed journals	00
Number of research publications in national peer reviewed journals	
Number of research papers accepted for publication in international peer reviewed journals	00
Number of research papers accepted for publication in national peer reviewed journals	
Average of impact factor of publications reported	00
Number of books published	00
Number of edited books published	00
Number of books (single authored) published	00
Number of books (coauthored) published	00
Numbers of conferences attended by faculty	30
Number of international conferences attended	00
Number of national conferences attended	13
Number of papers presented in conferences	12
Number of papers presented in international conferences	00
Number of papers presented in national conferences	10
Number of conferences organized by the institution	01
Number of faculty acted as experts resource persons	03
Number of faculty acted as experts resource persons - international	00
Number of faculty acted as experts resource persons- national	00
Number of collaborations with international institutions	00
Number of collaborations with national institutions	00
Number of linkages created during the year	02
Total budget for research for current year as a percentage of total institution budget	00
Amount of external research funding received in the year	70,000/-rs
Number of patents received in the year	00
Number of patents applied for in the year	00
Number of research awards/ recognitions received by faculty and research fellows of the institute in the year	01
Number of PhDs awarded during the year	01
Percentage of faculty members invited as external experts/resource persons/reviewers/referees or any other significant research activities	03
	01

SECTION IV

This section deals with Student Mentoring and Support System existing in the institution. This includes student activities, mentoring, and opportunities for development and inclusive practices.

27. Student Details and Support Mechanisms

The total intake of students for various courses (Sanctioned)	1500
Actual enrollment during the year	1450
Student dropout percentage during the year	12%
Success percentage in the final examination across the courses	80.23%
Number of academic distinctions in the final examination and percentage	00
Number of students who got admitted to institutions of national importance	00
Number of students admitted to institutions abroad	00
Number of students qualified in UGC NET/ SET	00
Number of students qualified GATE/ CAT/ other examination (Specify)	00

28. Does student support mechanism exist for coaching for competitive examinations? NO

29. Student participation, if response is yes to Qn. 27

Number of students participated

30. Does student counseling and guidance service exist? Yes

31. Student participation, if answer to Qn. 30 is yes

Number of students participated 450

32. Career Guidance

Number of career guidance programmes organized 05

Percentage of students participated in career guidance programmes 31%

33. Is there provision for campus placement? Yes

34. If yes to Qn. 33

Number of students participated in campus selection programmes 450

Number of students selected for placement during the year 65

35. Does gender sensitization program exist? No

36. If Answer is Yes to Qn 34

Number of programmes organized

37. Student activities

Number of students participated in external cultural events	25
Number of prizes won by students in external cultural events	00
Number of cultural events conducted by the institute for the students	02
Number of students participated in international sports and games events	00
Number of students participated in national level sports and games events	01
Number of students participated in state level sports and games events	02
Number of students participated in university level sports and games events	45
Number of prizes won by students in international sports and games events	00
Number of prizes won by students in national level sports and games events	00
Number of prizes won by students in state level sports and games events	00
Number of prizes won by students in university level sports and games events	05
Number of sports and games events conducted by the institute for the students	10

38. Composition of students

Percentage of Scheduled Caste	07.72 %
Percentage of Scheduled Tribe	0.73%
Percentage of other backward communities	36.05%
Percentage of women students	37.36%
Percentage of physically challenged	0.22%
Percentage of rural students	100%
Percentage of urban students	00%

39. Scholarships and Financial Support

Number of students availing financial support from the institution	33
Amount disbursed as financial support from the institution	250rs
Number of students awarded scholarship from the institution	00
Number of students received notable national/international achievements/recognition	10

40. Student initiatives

Number of community upliftment programmes initiated by students	02
Number of literary programmes initiated by students	00
Number of social action initiatives based on science / environment initiated by students	03
Number of student research initiatives	01

SECTION V

This section surveys the Governance and Innovation at the institution related to quality management. The educational management strategies adopted and in practice for achieving the objectives are focused.

41. Whether perspective plan for overall developmental activities is created ?

Yes

42. If the answer for Qn. 41 is Yes, is the plan implemented and monitored ?

Yes

43. Whether benchmarking is created for institutional quality management efforts ?

No

44. If the answer to Question 42 is Yes, please list the benchmarking in various areas of development in bullet format

45. Is a Management Information System (MIS) in place ?

No

46. If answer to question 45 is Yes, please provide details of MIS applied to

1. Administrative procedures including finance:-

For the smooth conduct of administrative procedure the work has been allotted to the administrative staff as well as Teaching staff. The activities are organized after a staff common meeting. The accountability is assured by the Head of the institution. Regarding Finance day to day transaction is strictly observed. For any major expenditure budget is produced to management for approval. Final audit and the publication of the audited balance sheet is published in the annual report and forwarded to all respective members of the Trust.

2. Student admission

At the commencement of the new academic year the admission notice is displayed on college notice board. New students are counseled by the admission committee. They help them in selecting the subject. Percentage criteria is not observed but admissions are given to all who apply on first cum first base.

3. Student records

Regarding the student record and coordinated computer assisted record of new and past student is maintained and management is kept informed.

4. Evaluation and examination procedures

Examination are conducted by the convener of the examinations and duties are allotted to all staff members. The dates of examination, submission of marksheets, assessment duration declaration of result, is decided in the staff common meeting and strictly observed. The Annual result of the institution is published in the annual report and informed to all members.

5. Research administration

6. Others

(enter the respective details corresponding to the serial numbers)

47. Existence of learning resource management

	Yes	No
e- data base in library	yes	
ICT and smart class room	No	
e- learning sources (e-Books, e- Journals)	No	
Production of teaching modules	No	
Interactive learning facilities	Yes	

48. Internal resource mobilization : Kindly provide the amount contributed

Research Consultancy and training	Yes
Student contribution	No
Alumni contribution	No
Well-wishers	No

49. Infrastructure and welfare spending: Please specify the amount

Amount spent for infrastructure development	00
Amount spent for student welfare	10,000/-rs
Amount spent for staff welfare	00

50. Is delegation of authority practiced

Yes No No

51. Does grievance redressal cell exist ?

	Yes	No
Faculty		N
Students	Y	
Staff	Y	

52. Grievances received from faculty and resolved (Enter a number 0 for nil)

Number of grievances received	0
Number of grievances resolved	0

53. Number of grievances received from students and resolved (Enter a number 0 for nil)

Number of grievances received	3
Number of grievances resolved	3

54. Number of grievances received from other staff members and resolved (Enter a number 0 for nil) 0

55. Has the institution conducted any SWOT analysis during the year

No

56. The SWOT analysis was done by internal or by external agency

Internal

External

57. Kindly provide three identified strengths from SWOT Analysis (in bullet format)

5

6

58. Kindly provide three identified weaknesses from the SWOT analysis (in bullet format)

5

6

59. Kindly provide two opportunities identified from the SWOT analysis (in bullet format)

5

6

60. Kindly provide two identified challenges/threats from SWOT analysis (in bullet format)

5

6

61. Identify any significant progress made by the institution towards achieving the goals

and objectives during the year (list below in bullet format)

- **Strengthening teaching learning process**
- **Involvement of staff in utilizing the research funding of UGC and NGOs.**

62. How do you perceive the role of NAAC in the quality development of your institution

(Suggestions in bullet format to be given below)

CONCLUDING REMARKS

This exercise is intended to make a self analysis of the quality development of the institution during the year. The perspective plan and implementation for every year is to be documented and analysed to get a cumulative index for the period of accreditation and reaccreditation. Any substantial changes / initiative in this direction is to be separately listed. The best practices in various areas can be listed as a separate annexure. The data will be used to create a quality profile based the total score index arrived at that would map the strength and areas of improvement required.

You should send supporting evidence and other relevant information to the responses for this survey to NAAC. NAAC will provide feedback and a quality profile based on analysis of your inputs if you desire so.

Thank You for the participation.