

THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC

BHAVAN'S SHETH R.A. COLLEGE OF ARTS AND

COMMERCE:AHMEDABAD

YEAR OF REPORT – 2009-2010

Composition of the IQAC in Bhavan's Sheth R. A. College of Arts and Commerce

a) Head of the HEI – Chairperson : Dr Neerja Arun (Principal)

b) Five senior teachers and one senior administrative official - Members

1. Prof. R. D. Jani (Teacher), Head, Department of Economics
2. Shri Sheelnidhi B. Mehta (Teacher), Head, Department of Sociology
3. Mrs. Vidya Rao (Teacher), Head, Department of English
4. Mrs. Niranjnanaben Brahmhatt (Teacher), Head, Department of Gujarati
5. Mrs. Desdemonaben Patel (Teacher), Head, Department of Sanskrit
6. Shri B. D. Prajapati (Member of Administrative Staff), Clerk

**c) Two external experts on Quality Management /
Industry / Local Community – Members**

Mrs. Sadhna Bhatt (Nominee from local society)
Director
Akashwani
Ahmedabad

Mr. Rashmikantbhai Shah (Nominee from local society)
Proprietor
C. Jamnadas Publications
Ahmedabad

d) Coordinator of IQAC– Member Secretary

Prof. M. T. Kahar, Head, Department of Psychology

Section A: Plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement (attach separate sheet if required).

1. The Committee took note to enhance the facilities for students which were provided during last year.
2. Cost free internet services to be made available for First Year and second Year students also in the library.
3. A career portal is needed to be uploaded for the students at the college website: www.bhavancollege.org.
4. Campus interviews to be increased.
5. To organize departmental seminar/ workshop from time to time.
6. To issue more number of books to the students if necessary.
7. To organize minimum two state/national level seminar/conference on a topic of social importance and to ensure maximum participation in the same.
8. To arrange an educational fair to give guidance to the about their future studies.
9. To increase activities with Government agencies.

Section B:

- 1 Activities reflecting the goals and objectives of the institution

1. The College has improved its physical facilities; The inclusion of Audio Visual Multi media supported room, Language laboratory, Internet facilities, Fully Automated advanced SOUL software library, College website, BISEG, Dish TV , DVD facilities, E Archive (A Collection of about 500 slides), annually updated prospectus, dedicated E Mail Ids of Faculty, Automated Admission, exam and Curricular activities services and renovations of the classrooms etc. have helped the College better meet its stated purpose. It proposes to start Career and Counseling Cell for Students from this year. E-lectures are started in the College for each subject.

2. Library services have been fully computerized and students are provided with reading room facility fully equipped with books, E Books and journals of national and international importance.
 3. Through out the academic year 2009-2010, we have been providing career counselling and guidance to our students through formation of Placement. Our resource persons are encouraged to interact with our students.
1. New academic programmes initiated (UG and PG)
 1. The innovations in curricular design and transaction are in the process of finalization by the Gujarat University authorities. An autonomous course in Human Rights at certificate level is designed and put up at UGC for approval.
 2. Compulsory English learning classes were arranged for students under SCOPE.
 2. Inter-disciplinary programmes started
 - i. NOT YET BUT Proposed
 3. Examination reforms implemented
 - i. Computerization of administration, the process of admission, examination results has been completed.
 - ii. Retest made available for those students who wanted to improve their previous results.
 4. Candidates qualified: NET/SLET/GATE etc.
 - i. Ours is primarily UG College with one Post Graduate center for University. Students' passout after Under Graduation. Still from the past students three cleared SLET
 5. Initiative towards faculty development programme
 - i. Inhouse Computer literacy programs are initiated for some of non-teaching staff of our college by Govt. of Gujarat.
 - ii. Inhouse Computer literacy programs were arranged for teaching faculty by the college
 - iii. The department-wise breakup is as under:

Department of ENGLISH

Students' Participation:

Students seminars were arranged for 30 sessions. For UG students Literary Quiz was organized.

Participation in Conference/Seminar:

Dr Neerja Arun attended two International seminars at SOAS London and University of Sydney, Australia. She also attended three National Conferences. She was also the Resource Person in four refresher Courses and one orientation course at ASC Gujarat University Mrs. Vidya Rao attended one National Conference.

Department OF GUJARATI

Participation in Conference/Seminar:

Prof Niranjanaben Brahmhatt participated in Gujartai Sahitya Sabha's Conference on Translation.

Prof Narsinhbhai M. Bhoya participated National level seminar on "Aadikavyo ane Gujarati Sahitya" .

Paper Presentation:

Prof Narsinhbhai M. Bhoya presented the research paper entitled "Gujarati Varta - at Mansa, Dist. Gandhinagar.

Department of PSYCHOLOGY

Paper Presentation:

Prof Mahesh T. Kahar presented the research paper entitled "Wholistic Teacher Education" in National Seminar on 'Holistic Quality in Higher Education' at CASE, centre of Advanced Study in Education , Faculty of Education & Psychology, The M. S. University of Baroda

Prof Mahesh T. Kahar presented the research paper on 'Quality Improvement in School Education' at the centre of Advanced Study in Education , Faculty of Education & Psychology, The M. S. University of Baroda.

Prof Mahesh T. Kahar presented the research paper on 'Innovative Dimensions in Higher Education at Gujarat

Academic of Psychology.

Department of SOCIOLOGY

Participation in Conference/Seminar:

Prof. Shilnidhiben B. Mehta participated in three days National Seminar on “Women in Modern Society” at C.U Shah College, Ahmedabad.

Prof. Nehal N. Rajguru participated and presented paper in two day National Seminar on “21st Century and Sociological Challenges” at C.B.Patel Arts College, Nadiad.

Prof. Manoj Pandya attended three National and one State level Conference and presented papers an all at Ahmedabad, Baroda and Patan.

Department of COMPUTER

Participation in Workshop: Career Oriented Programme (COP)

Prof Sureshkumar Mohanlal Solanki participated in One Day State Level Workshop on ‘Tapping Talent for Triple Technology’ at Sheth R.K. Parikh Arts and Science College, Petlad,

6. Total number of seminars/workshops conducted
 - i. Two national level, One State level and 30 for students at the campus level.
7. Research projects a) Ongoing; b) Completed
 - i. None with grants.
 - ii. 7 at Individual capacity.
8. Patents generated, if any
 - i. NONE
9. New collaborative research programmes
 - i. None
10. Research grants received from various agencies
 - i. NONE
11. Details of research scholars : Total 15
 - i. Three M. Phil students cleared M. Phil, under Dr Neerja Arun in

- Indian Diaspora.
- ii. Four students pursuing Ph. D. under Dr Neerja Arun
- iii. Six M. Phil Students have yet to submit their dissertation under Dr Neerja Arun.
- iv. Two students pursuing M.Phil. under Dr Alkesh Patel and Dr. T. K. Thakur

12. Citation index of faculty members and impact factor

i. Publications

Dr Neerja Arun published three books and four papers in refereed journals.

- ii. One Book “Ecology and Literature” was International edition and received critiques’ applud in International press.

13. Honors/Awards to the faculty: National and International

- i. Dr Neerja Arun was appointed on the board of Wardha Mahatama Gandhi Antarrashtriya Hindi Vishwavidyalay.

14. Internal resources generated

- i. None

15. Details of departments getting assistance/recognition under SAP, COSIST (ASSIST)/DST, FIST, and other programmes

- i. None

16. Community services

- i. Connecting well with the society was done when students went to Bihar for flood relief camp.
- ii. Students arranged a month long Yoga camp for Slum Children.

17. Teachers and officers newly recruited

- i. None

18. Teaching – Non-teaching staff ratio

- i. 21:4

19. Improvements in the library services

- i. Fully Computerized
- ii. Books purchased in all departmental and central library
- iii. E journals added

20. New books/journals subscribed and their value

- i. Books: 1200.....1.2 lacs

- ii. Journals three.....5400.00
 - iii. E Journals: 5.....4500.0
- 21. Courses in which student assessment of teachers is introduced and the action taken on student feedback
 - i. All courses
 - ii. Internal shift of teaching faculty
 - iii. Internal change in non-teaching staff dealing with students
 - iv. Two classrooms were made to change
 - v. Audio-Vedio facilities added in P G classes
- 22. Feedback from stakeholders
 - i. Yes. From employers
 - ii. from Society during NSS camp
 - iii. From University
- 23. Unit cost of education
 - i. including the salary component = **...Rs. 6101.58**
 - ii. excluding the salary component = **...Rs. 642.62**
- 24. Computerization of administration and the process of admissions and examination results, issue of certificates
 - i. Except issuing of certificates which is printed and handwritten mode , all other facilities and jobs are fully computerized.
- 25. Increase in the infrastructural facilities
 - i. Added BISAG for e lectures and satellite transmissions for educations telecast.
 - ii. Satellite channels included and TV arrangements are done for students
 - iii. Music Instruments were brought
 - iv. Bought Digital camera
 - v. New MOUs done for play grounds
- 26. Technology upgradation
 - i. Library SOUL software upgraded
 - ii. Three more PCs made available for office, administration and exam departments
 - iii. Three broadband connections for principal's office, library and Staff room made available

27. Computer and internet access and training to teachers, non-teaching staff and students
- i. Yes all the three available. In House training for teaching and Non teaching staff.
 - ii. Internet facility for students available in library
28. Financial aid to students
- i. Under Government Scholarship scheme
29. Activities and support from the Alumni Association
- i. College Website under Alumni charge
 - ii. Invigilation during college exams
 - iii. Magazine publication
30. Activities and support from the Parent-Teacher Association
- i. As per the need from time to time
31. Health services
- i. Compulsory health checkup for all First year students
 - ii. Seminars and checkup camps for Swine Flu
 - iii. Yoga camps

32. Performance in sports activities

1. Participation in SPORTS :

Students participated in SPORTS activities like Boxing, Soft Ball, Wrestling, Cricket, badminton, chess etc.

Achievements:

1. Twelve Students achieved Championship in Soft Ball in the Ahmedabad Zone Inter-collegiate tournament held in the year 2009-2010.
2. Cricket team selected for university
3. Winner of Girls Badminton championship at University

33. Incentives to outstanding sportspersons

1. All studies sponsored by college to national participants

34. Student achievements and awards

1. 180 activities arranged by the college and 327 prizes distributed.

35. Activities of the Guidance and Counselling unit

- i. Three counseling seminars and two workshops arranged.

- ii. Daily counseling available at the college under Prof. M. T. Kahar
36. Placement services provided to students
- i. Yes. About 92 % placement. For B Com and 56 % for BA classes
37. Development programmes for non-teaching staff
- i. In House Computer training / free of cost training .
 - ii. Pay roll maintenance training for new pay scale
 - iii. Involvement of college staff in State Government's pay fixation drive at the state level
38. Good practices of the institution
- i. Compulsory attendance
 - ii. Co Curricular training and participation
 - iii. Vocational training camps
 - iv. NSS activities at national level
 - v. Disaster management activities
39. Linkages developed with National/ International, academic/research bodies
- i. Two from last three years
40. Action Taken Report on the AQAR of the previous year
- i. departmental seminar/ workshop organised.
 - ii. more number of books issued to the students if necessary.
 - iii. organized state/national level seminar/conference on a topic of social importance and to ensure maximum participation in the same.
 - iv. Placement services enhanced
 - v. Infrastructure facilities improved
 - vi. Low cost canteen introduced.
 - vii. More benches arranged in the campus
 - viii. E Content started to be developed in the college
 - ix. More development grants offers availed
41. Any other relevant information the institution wishes to add.
- i. *Study Abroad seminar was conducted in association with Government of Gujarat to direct and counsel the students about how to study in different countries.*

- ii. Following teaching members are the members of Board of Studies:
 Dr Neerja Arun (Member in Board of Studies in English)
- iii. Dr Neerja Arun was appointed as Coordinator of Foreign Languages center under STUDY ABROAD PROM at Gujarat University.
- iv. Dr Neerja Arun has also been appointed as the Research Development Committee Chairperson of Gujarat University as well as member of Syllabus designing for Wardha Hindi University, Maharashtra State.
- v. An audio visual room became fully functional for PG classes.

Admission:

| Sr. No. | Class | Students in 2010 | Students in 2009 |
|---------|--------------------------------------|------------------|------------------|
| 1 | BA | 458 | 633 |
| 2 | BCOM | 1366 | 1081 |
| 3 | MA | 77 | 54 |
| 4 | Ex Students | 228 | 192 |
| 5 | Total (Arts/ Commerce/ M. A.) | 2129 | 1960 |

Result: Examination results: (Against University results of 43%-47 %)

| Sr. No. | Class | Pass % in 2010 | Pass % in 2009 |
|---------|------------------|----------------|----------------|
| 6. | First year BA | 58.43 | 68.5 |
| 7. | Second year BA | 82.64 | 53.9 |
| 8. | Third year BA | 88.02 | 87.3 |
| 9. | First year BCOM | 73.26 | 72 |
| 10. | Second year BCOM | 92.07 | 89 |
| 11. | Third year BCOM | 69.37 | 75 |
| 12. | MA | | |

Staff Information:

Total Teaching Staff: 21 Including Principal

Total Vacancy: At present filled by visiting faculties. Total 10

Arts: 6 {Psychology (1) + Economics (2) + English (2)+ Statistics (1) }

Commerce: 4 {(Accountancy (2) Statistics (1)+ Computer Science (1)}

Non Teaching Staff:

| Post | Existing Staff | Vacancy |
|---------------|----------------|---------|
| Librarian | | 1 |
| Office Supri. | | 1 |
| Head Clerk | | 1 |
| Accountant | | 1 |
| Sr. Clerk | | 2 |
| Jr. Clerk | 3 | 1 |
| Peon | 2 | 5 |
| Sweeper | 1 | |
| Chowkidar | 1 | |

At present 2 peons and 1 Accountant, two office staff and one assistant librarian are appointed on contract basis.

Section C: Outcomes achieved by the end of the year (attach separate sheet if required).

AS MENTIOEND ABOVE

Section D: Plans of the HEI for the next year

The following plan of action has been chalked out to complete in the academic session 2010 -2011

1. To organize departmental workshop in each subject.
2. To include more journals and E journals to the library.

3. To organize more state/national level seminar/conference on a topic of social importance and to ensure maximum participation in the same.
4. To improve college infrastructure in relation with classrooms.
5. To create a multi media studio in the college.
6. To start career oriented course in Arts and Commerce faculties.
7. To start a certificate course in Human Rights.
8. To convert at least two classrooms into smart classrooms.

Prof. M. T. Kahar
Coordinator, IQAC

Dr Neerja Arun
Chairperson, IQAC