

***C.B.PATEL ARTS COLLEGE, NADIAD***

***MANAGED BY THE NADIAD EDUCATION  
SOCIETY, NADIAD.***

***2016-17***

***AQAR REPORT***

***SUBMITTED TO***



**राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्**

**विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

*An Autonomous Institution of the University Grants Commission*

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

## 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)

2016-17

#### I. Details of the Institution

1.1 Name of the Institution

C.B.Patel Arts College, Nadiad

1.2 Address Line 1

COLLEGE ROAD, P.B. NO. 39, DIST.  
KHEDA

Address Line 2

Nadiad, Kheda

City/Town

Nadiad/Kheda

State

Gujarat

Pin Code

387001

Institution e-mail address

cbartsnadiad@yahoo.co.in

Contact Nos.

0268-2528274

Name of the Head of the Institution:

Principal  
Dr. Manoj .R. Patel

Tel. No. with STD Code:

0268-2528274

Mobile:

9824043050

Name of the IQAC Co-ordinator:

Prof. Nisha. C. Vyas

Mobile:

9824416328

IQAC e-mail address:

cbartsnadiad@yahoo.co.in

1.3 NAAC Track ID (For ex. MHCOGN 18879)

GJCOGN13077

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)

EC(SC)/04/RAR/24

1.5 Website address:

www.cbpatelarts.org

Web-link of the AQAR:

http://www.cbpatelarts.org/images/IQAC-2016-17pdf

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+		2007	2012
2	2 <sup>nd</sup> Cycle	B	2.50	2014	2019
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

15/6/2005

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 2014-15 21/7/2015 (DD/MM/YYYY)
- ii. AQAR 2015-16 25/7/2016 (DD/MM/YYYY)
- iii. AQAR -- (DD/MM/YYYY)
- iv. AQAR -- (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. UGC certified three courses
2. UGC recognised vocational Functional Hindi as elective paper
3. One value add on course

1.11 Name of the Affiliating University (for the Colleges)

Gujarat University. Ahmedabad

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

UGC

Autonomy by State/Central Govt. / University  NIL

University with Potential for Excellence  NIL UGC-CPE  NIL

DST Star Scheme	NIL	UGC-CE	NIL
UGC-Special Assistance Programme	NIL	DST-FIST	NIL
UGC-Innovative PG programmes	NIL	Any other ( <i>Specify</i> )	NIL
UGC-COP Programmes	03		

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	04
2.2 No. of Administrative/Technical staff	04
2.3 No. of students	05
2.4 No. of Management representatives	01
2.5 No. of Alumni	02
2.6 No. of any other stakeholder and Community representatives	01
2.7 No. of Employers/ Industrialists	-
2.8 No. of other External Experts	01
2.9 Total No. of members	18
2.10 No. of IQAC meetings held	04

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)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

1. Set up of Creative Club and its effective functioning.
2. Celebration of World Yoga Day.
3. Students are benefitted with three UGC COP Programmes. 4. One value add on course.
5. UGC recognized Functional Hindi as Elective paper.
6. 'Know your college' program for Sem I students.
7. Know your library' program for Sem I students.
8. Revamping of different institutional committees and their functions.
9. Celebration of Annual Day, meritorious students in all fields are felicitated.
10. Celebration of the Teacher's Day.
11. Sports Day is celebrated-students and staff participated.
12. Self -financed P.G programs in English and Psychology started.
13. Regular P.G. courses in Gujarati, Hindi and Economics started.
14. The college hosted Youth Festival South Zone- 2. Twenty nine colleges participated in this festival. The college topped six events.
- 15 The college hosted inter-college/inter-zonal archery competition south B zone Guj.Uni.  
The girls remained champions. The college also hosted Guj.Uni.South B Zone inter college Judo Competition for boys and girls.

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
1. UGC sponsored three certificate courses.	1. UGC sponsored three certificate courses.
2. Set up of Creative Club.	2. Creative club has been set up in college
3. P.G. Courses	3. Self-financed P.G. programs in Psychology and English started and regular P.G courses in Eco. Hindi & Gujarati started.
4. Guest lectures	4. Guest lectures were organised.

\* 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

Nil

## 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		3 regular	2	
UG	8			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate	3	6 Month		
Others	1	Functional Hindi		1
<b>Total</b>	18			
Interdisciplinary				
Innovative				

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

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

Pattern	Number of Programme
Semester	06
Trimester	-
Annual	2

stakeholders\* Alumni                      Parents                      Employers                      Students  
(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.

This year college is affiliated with S.P.University. There is update of syllabi for sem I

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

N.A



## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	17	05	12	-	05

2.2 No. of permanent faculty with Ph.D.

09

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
-	-	-	-	-	-	-	-		-

2.4 No. of Guest and Visiting faculty and Temporary faculty

-

01

05

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	5	12	2
Presented papers	5	11	2
Resource Persons		1	

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

- Seven classrooms for seven departments offering the core subjects are enabled with digital technology. It includes the whiteboards, projector and laptop which is multimedia compliant, so that the teachers can teach through self-prepared material in pen drive or can directly connect to the internet.
- The college has audio-visual room to teach the students with new technology of education with part of audio system, LCD projectors.
- All departments invite guest speakers in their subjects who use different teaching aids and engage with students differently.
- For students and teachers the entire college campus is Wi-Fi enabled for teaching and learning purposes.
- Student participation is further encouraged by interclass seminar, quiz competition, field visits, debates, group discussions, elocution, presenting research papers and by arranging syllabus based film show.

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

252

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

1. We at university exam follow Bar-coding system.
2. This time the college is affiliated with S.P.University for Sem I. For Sem III and Sem V the college is affiliated with Gujarat University and we have Credit Based Semester system.
3. The internal marks are displayed on the notice boards and students can apply for re-checking.
4. Major evaluation reform is the merging of MCQs in the question paper itself so the candidate appearing for the examination has to study the

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 11

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.Sem II	343	-	2	83	154	63.44
B.A.Sem IV	322	-	21	103	98	68.94
B.A.SemVI	366	-	15	104	74	53.97

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

From the first day itself the college starts its work. Different institutional committees are formed for the smooth working of the college Admission committee is formed to counsel the students in choosing their subjects. Regular classes are held as per the time table set by IQAC and timetable committee norms.

The students are informed via notice boards, social networks. Urgent information is announced .Know your College function is held for welcoming the students of sem-1 and they are acquainted with the head of the institution, head of different departments, faculties, non teaching staff, CWDC, NSS, NCC, Sports cultural activities run by this college.

In regular staff meetings the results are discussed and measures are taken to improve the performance of students. Faculty is encouraged to teach with modern teaching aids.

The college offers various core/elective subjects, Foundation and Soft Skill subjects, interdisciplinary subjects.UGC recognised courses are run for the benefit of students. The college has also started P.G. courses in Psychology, Hindi, English, Gujarati, and English. For the students attendance is mandatory. When the students remain irregular, their parents are informed and called for clarifications. A student's progress is monitored by internal examination, assignments and participation in various competitions.

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	ETI training taken by NSS convener

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	9	1	-	2
Technical Staff	01	-	-	-

## Criterion – III

### 3. Research, Consultancy and Extension

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

1. Research committee is formed to encourage and assist the teachers to take up projects and research work.
2. Ample research facilities are provided to all researchers.
3. Research work is felicitated on the annual day by the Principal.

#### 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	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

#### 3.4 Details on research publications

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

#### 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	-	-	-	-
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	-	-	-	-

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

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	Nil	Nil	Nil	Nil	Nil
Sponsoring agencies	Nil	Nil	Nil	Nil	Nil

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 : Nil

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	-
	-	-

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 (2015-2016):

NSS

1. NSS planted saplings in the college.
2. Cleaned the adopted village Kamala.
3. Lecture on 'Save Energy'.
4. In order to celebrate Governance Day a lecture was given on 'Cashless Transaction'.
5. Nadiad Nagarpalika created awareness in the students about Swacchhta and told them to download the app about Swacchhta.

6. 17 students got training on cashless at District Panchayat Office and also visited the shop owners and informed them about the cashless transaction.
7. Thalesemia camp was arranged for the students of Sem II.
8. NSS annual camp was organised at Bhumel from 19th Jan to 25th Jan. Different activities were conducted .They were Cultural activities, Intellectual lectures, Prabhat Pheri ,Wall posters , Socio-Economic survey of the village cleanliness drive, Cashless rally, Save girl child rally, voter awareness program,Yog shibir. The head of the institution, the teaching staff and non-teaching staff also participated in it.

### **NCC, SPORTS**

1. RTO celebrated Traffic Week to spread awareness about traffic among the college students.30 NCC cadets participated in this rally.
2. Blood Donation camp was organised by the **Nadiad Education society** jointly with State bank of India and 15 NCC cadets and other students donated blood.
3. A lecture on Health Awareness was organised by Physical Education department.

### **Carrier counselling and Udisha Placement cell**

- Lectures on Career Guidance, Employment Opportunities, and Guidance on Competitive Exams were organised by this cell.
- Mega job fair and seminar on Employment was organised by sub regional employment office jointly with **Udisha** Placement Cell, C.B.Patel Arts College Nadiad

### **CWDC**

- 1 A lecture on Woman Empowerment was arranged.
  - 2 A lecture on Personality Development was arranged.
  - 3 For three days self-defence training was given to female students of the college.
- Psychology Department visited Mental Hospital in Baroda.
  - Psychology Department distributed kites to criminal orphanage living in nursing home in Nadiad.

## 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	66.00acre			
Class rooms	20			20
Laboratories	02			2
Seminar Halls	01			01
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.		1 printer-	UGC	
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

#### 4.2 Computerization of administration and library

Library Management System software
------------------------------------

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	60977	1314193	55	49182	61032	1363375
Reference Books						
e-Books						
Journals	15	5030	-	-	15	5030
e-Journals						
Digital Database						
CD & Video	140	12000	-	-	140	12000
Others (specify)	-	-	-	-	-	-

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	87	02	✓	-	70	06	08	01
Added	-							
Total	87							



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

- All administrative work is computerized.
- Seminar Hall, Interactive board, Mike, sound system etc.
- The computer lab has 70computers.
- Each department is provided with a laptop to prepare lectures, PowerPoint presentations for the students.
- Seven classrooms are enabled with digital technology so that the teachers can teach through self-prepared material in pen-drive or can directly connect to the internet.
- Computer applications paper was introduced in Sem iv in foundation paper to enhance the students knowledge of computer.
- The campus is Wi-Fi enabled

4.6 Amount spent on maintenance in lakhs :

i) ICT	3300
ii) Campus Infrastructure and facilities	
iii) Equipments	51,850
iv) Others	-
<b>Total :</b>	55150/-

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Involvement of meritorious students in all the IQAC meetings in the institute.
2. Interaction with the students.
3. Information related to curriculum, Scholarship, placement, Management, cultural, social activities and programs are displayed on notice boards and sometimes centrally announced.
4. Repeated messages are sent to the students informing about any changes made in the course examination and schedules. Also schedule of activities, calendar of events and programmes have been provided.
5. The institute provides full support to SC/ST/OBC/Financial Weaker students when they are spotted at the time of admission scholarships and other financial helps are provided them.

#### 5.2 Efforts made by the institution for tracking the progression

1. Suggestion Box
2. Programs and events are arranged where the students share their achievements.
- 3 Student counseling.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
911	88	-	-

#### (b) No. of students outside the state

Nil

#### (c) No. of international students

Nil

	No	%		No	%
Men	659		Women	345	

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
649	31	84	184	05	952	624	41	98	152	2	911

Demand ratio 86%

Dropout % 14%

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

1. The Career and Placement Cell of the institute invites experts to deliver lectures in providing guidance to the students for their complete examination. They are prepared by different techniques like mock interviews, group discussions, personal grooming etc.
2. Our Faculties member also engage themselves in providing guidance to the students.
3. Our faculty members are also invited in reputed institutions to guide students.

No. of students beneficiaries

50

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

No. of students benefitted

370

Sr.No	Programme	Topic	Date	Beneficiaries	Organized By
1	Lecture	Employment Opportunities	8/8/16	150	C.B.Patel Arts College &Sub Regional Employment Office, Nadiad
2.	Lecture	How to Pass Competitive Exams	30/12/16	130	C.B.Patel Arts College Nadiad
3.	Lecture	Career Guidance	13/1/17	90	C.B.Patel Arts College Nadiad

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
1 I.T.M Skill Academy Ahmadabad. 2 L & T Skill Training A'bad. 3 Cogent E-service Vadodara.	50	Nil	Nil

4 Reliable First,A'bad			
5 Shivshkti Bio Technologis Ahmedabad			
6 J.V Management A'bad.			
7 Shanti sating- Bidaj			
8 Human Life Consultancy- Vadodara.			
9 Checkmate Service Vadodara.			

### 5.8 Details of gender sensitization programmes

Sr No	Activity	Place	Organized	Date	Beneficiaries
1.	Heena competition and Hair style competition	C.B.Patel Arts College Nadiad	CWDC	16/7/16	100
2.	Guest Lecture on Women Empowerment	C.B.Patel Arts College Nadiad	CWDC and JCI	3/8/16	200
3.	Lectures on Women Empowerment to observe Women Empowerment Week	C.B.Patel Arts College Nadiad	CWDC	7/8/16	100
4.	Women Awareness Day was celebrated and a guest lecture was held on that topic.	C.B.Patel Arts College Nadiad	CWDC	12/8/16	100
5.	Guest lecture on Women Empowerment	C.B.Patel Arts College Nadiad	CWDC &Sanvaad Karyashala	3/1/17	100
6	Self-defence training for girls	C.B.Patel Arts College,Nadiad.	CWDC &Rotary Round Town Club	9/1/17 to 11/1/17	85

## 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		
Financial support from government	273	4,81,265
Financial support from other sources		
Number of students who received International/ National recognitions	Nil	Nil

### 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: \_\_\_\_\_

## Criterion – VI

### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

Vision: Education for Empowerment, Education for Accountability,  
Education for Enlightenment

Mission:

- Education for Healthy Wealthy and Cultured Society.
- Education for Discipline, Dedication and Empowerment.
- Education for Effective Personality Development.
- Education for Accountable Individual towards Community and Society
- Education for Overall Development of the Individual and institution

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

1. Teaching plans & Teacher's Diary
2. Subject allocation as per specialisation of teachers.
3. College achievement in academic and curriculum performance record is sent to management bodies.
4. UGC recognised three certificate courses and add on course are also framed by the respective faculties .Examinations are conducted from time to time in these courses and mark sheets are also prepared.
5. Foundation and soft skill courses are conducted and evaluated by the faculties.
6. Many faculty members are in BoS.

6.3.2 Teaching and Learning

1. Innovative method of teaching is very much encouraged.
2. Time Table is well designed and in the absence of any faculty lectures are adjusted in such a manner that none of the lecture goes free.
3. Internal Tests are conducted regularly.
4. Assignments are distributed to all the students and checked by the respective faculties.
5. Students are encouraged to participate in different competitions like Quiz, Debate, Elocution, seminar etc.
6. Recorded Bisag lectures also benefit the students.

### 6.3.3 Examination and Evaluation

1. At the end of every semester the college conducts the internal examination.
2. Assignments are given to the students and checked by the faculties.
3. Information is provided to the students about exam format, approximate time of the exam, evaluation pattern (External marks and internal marks) in the very initial lectures of the semester along with syllabus.
4. Re- test is held for the students who could not appear for genuine reasons. New paper is set by the teachers in each subject.
5. To avoid malpractice of any sort examinations are held under strict - surveillance of cameras.

### 6.3.4 Research and Development

1. The college has formed a research committee for promotion and motivation of Research.
2. Faculties and students are sent to participate in seminar, conference .Duty leaves are sanctioned.
3. The college appreciates research activities done by the faculties by honouring them certificate and prize in the annual day function of the college.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

1. Library is updated.
2. ICT based instrument and computer with zerox machine are used.
3. The college has Language lab, Psychology lab.
4. College is under CCTV surveillance.
5. College campus is Wi-Fi .
6. Seven classes are equipped with smart boards and one audio-visual room to teach the students with new technology .

### 6.3.6 Human Resource Management

1. All faculty members are involved in different activities

### 6.3.7 Faculty and Staff recruitment

1. Staff is recruited through Government policy, Government of Gujarat.
2. Adhoc staff is recruited by the management.

### 6.3.8 Industry Interaction / Collaboration

1. Professionals and experts are invited to interact with our students.

### 6.3.9 Admission of Students

- The admission committee is formed to plan and implement the strategies for admission.
- Admission is given on merit.
- All SC/ST/OBC category students are given admission as per the policy of central and state government.

### 6.4 Welfare schemes for

Following are the Welfare Schemes:

- The committee prepares the list of staff that has some special achievements in curricular, co-curricular and extra-curricular field and felicitation of these staff is done by the Principal in general meeting.
- Various types of scholarships are provided to the students.
- Handicapped students are given ground floor in exam time
- Ro Water
- Tea club and free parking for teaching and Non-teaching staff

6.5 Total corpus fund generated

-

6.6 Whether annual financial audit has been done

Yes  No

6.7 Whether Academic and Administrative Audit (AAA) has been done? No

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

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?

Our institute is affiliated to Gujarat University so it has to follow the evaluation process designed by the Gujarat University. It has adopted the choice based system since four years which has known a major change in the internal evaluation .The internal evaluation become continuous evaluation which includes unit wise assignments besides examinations. Each paper now has a compulsory MCQ to improve the student's performance in the section.

This year the college is affiliated with Sardar Patel University.

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

NA

6.11 Activities and support from the Alumni Association

- 1.Regular meetings are organized.
- 2.Participate in Annual Day.
- 3.Financial contribution from them.

6.12 Activities and support from the Parent – Teacher Association

1. Regular meetings are organized.
2. Parents are invited in Know Your College function and Annual Day celebration.

6.13 Development programmes for support staff

1. Talented staff contribute in functions /events
2. They are encouraged to pursue studies to improve the prospects.
3. Provision of loans to them.

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

1. Set up of Nature Club
2. Lecture is organized by this club.
3. The institution has a lush green campus with garden.
4. The sweeper collects the garbage twice to avoid burning of the garbage in the campus.
5. Quite often NSS and NCC and this Club arrange cleanliness drive and rallies where the academic staff ,administrative staff and students clean the campus ,plant saplings.
6. Use of plastic is discouraged
7. Dustless chalk is used.
8. In semester 2 foundation Environment subject is taught to make the students aware of environment.

## 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.

1. Set up of Creative Club and its effective functioning.
2. Psychology Dept.visited mental hospital in Baroda and also distributed kites to criminal orphans living in nursing home Nadiad.
3. Bi-weekly written tests are conducted by Politics and Economics Dept.
4. Activities on Cashless Economy

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

1. Certificate courses - Tourism, Translation, Journalism.
2. Guest lectures
3. Cleanliness drive in campus and adopted village Kamla
4. Set up of Creative Club
5. Hosting of Youth Festival South Zone-2

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

(1)Activities on Cashless Economy: Though this activity was carried out in the second term yet it remains the best activity regarding its importance and circumstances. Right from the date when the Govt.of India announced on the demonetization of Rs.500 and Rs.1000 notes on the 8<sup>th</sup> of Nov.2016,the merits and demerits of the move are being highly evaluated by professionals from different sectors. Indian government's goal was to remove all fake currency from the market which is used in tax evasion, corruption and even in funding terrorist activities. Ministry of Human Resource Development has launched VISAKA-a campaign for promoting a digital economy through volunteers from the higher educational institutions of the country. Participation in the campaign by the youth in the higher educational institutions is highly relevant because they would be the main beneficiaries in creating a digital economy. Many activities are conducted in this college to promote this system.

On 26<sup>th</sup> Dec. to observe Good Governance Day a guest lecture on 'Cashless Economy' was held. District Manager from District Panchayat Office and Branch Manager from SBI delivered their views on this topic. There are three cards:prepaid,debit,and credit,which people can use in place of cash money. Many students from kheda colleges were also present. Many NSS volunteers,NCC cadets NCC major NSS coordinators were present. The aim of this lecture was to use card for money .

An important component of this campaign is to ensure that every campus becomes completely cashless by adopting digital payment systems in all its receipts, payments and transactions within the campus. First in our college orientation session was done class by class and 17 students were selected as volunteers. Their online registration was done. In the next step these registered volunteers received training at District Panchayat Office on Digital Mode of Payment and how to train the 10 households.

NSS annual camp was held at Bhumel for 7 days. Various activities were conducted but 'Cashless Economy' was of prime importance. A guest lecture on this was held to make them aware .NSS volunteers and other students carried out rallies carrying placards on cashless economy. A lecture on 'Digital Money' was organized by this college jointly with Adarsh Credit Co-operative Ltd. Society.

### 7.3 Continue.

(2)Cultural Activities: This is the age of science and technology. College is the platform which helps the students to bring out their hidden abilities. Students studying in the college participate in different activities. There are different committees working for the admission. Along with it students are also counseled to take part in different activities. There are NSS, NCC, Sports, Cultural Activities, Saptadhara.

Students take part in cultural activities and top but this time the college decided to host Youth Festival South Zone-2. The College conducted various meetings with other colleges for the smooth management of this festival. This festival was organized from 18<sup>th</sup> Sep to 20<sup>th</sup> Sep 2016. Nearly 30 colleges took part in it, and showed their skills. Our students participated in 14 events and topped six events. They are skit, mime, one-act play, folk-dance, march-Past, Music.

To celebrate 70 years of freedom struggle Cultural Activities Dept. under the banner of 'Yaad Karo Kurbani' arranged elocution, essay competition, patriotic song competition, chanting national anthem. Students and staff participated with zeal. The students who won this competition were awarded with certificates.

On 26<sup>th</sup> January C.B.Patel jointly with Madhav Seva Trust organized Talent Hunt competition. Elocution, Essay writing, Patriotic songs competition, Painting, and poster making were the main events.

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

### 7.4 Contribution to environmental awareness / protection

1. NSS jointly with Nature club held guest lecture on Save Energy and the students cleaned the campus.
2. The college celebrated Environment Day. The students wore green clothes to save this earth from pollution
3. Campus cleaning Day is celebrated on 15th Feb. 2017. The students cleaned every class room and campus.
4. A guest lecture was held by Nadiad Nagar Palika and Nature Club to explain the concept of Swacchhta among the students and many students installed the app related this.

7.5 Whether environmental audit was conducted? Yes  No

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

#### Strength:

1. Participation of the students in different activities.
2. Psychology lab, computer lab with internet facility, rich library
3. The campus is Wi-Fi enabled.
4. P.G courses in Gujarati, Economics, Hindi, Psychology, and English

#### Weakness:

1. Lack of Major Research Project
2. Lack of International Seminar
3. Lack of staff

#### Opportunity

1. Remedial Courses
2. Self Financed P.G Courses
3. Linkages with industries.

#### Threats

1. Maintaining the track record of outgoing students.
2. Technical failures
3. Semester system is not a result oriented system.

## **8. Plans of institution for next year**

- P.G Courses
- More seminar and conference to be conducted.
- Collaboration with Institution and Industries to be initiated.
- Strengthen Alumni, Parent -Teachers association for the larger benefit of the students.
- Student of the year
- Exit Meeting for sem VI students
- In the process of OPAC In the Library

Name Prof.Nisha C Vyas

Name Dr.Manoj R Patel



PRINCIPAL  
C. B. PATEL ARTS COLLEGE,  
NADIAD - 387 001.

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*Signature of the Coordinator, IQAC*

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*Signature of the Chairperson, IQAC*

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## Academic Calendar June: 2016

- ◆ **21/6/16:** Participation in International Yoga Day
- | **25/6/16:** Beginning of the academic term, Orientation and welcome of B.A. Sem I students.
- | **NSS:** Framing of NSS
- | **NCC :**Orientation Program
- | **Career and Placement Cell :** Framing of the Udisha Club
- | **CWDC:** Selection of CWDC representatives and annual planning of its activities.
- | **Nature Club:** Framing of Nature Club
- | **16/6/16:** IQAC Meet

## July: 2016

- **Library:**Know your Library Function
- **Academic:** Filling of Scholarship forms.
- **NSS:**Orientation program
- **NCC :** Filling of Enrollment forms, CATC Camp at Thamana
- **Sports:** Orientation program, Selection of the students to participate in different games.
- **CWDC:**Heena competition and Hair style competition
- **19/7/16:**Celebration of Guruvandana program by the college
- **25/7/16 to 29 /7/16 :**Kheda district Youth Cooperation training class by social science dept.
- **29/7/16:** Celebration of Premchand Jayanti by Hindi Department

## August: 2016

- **Library:** Distribution of library tickets and books.
- **NCC :**Regular parade and preparation of the students to celebrate 15th August Independence Day
- **Sports :**Practice of the students to participate in different Games
- **Counselling and Placement cell:** Lectures
- **Cultural Activities:** Selection of the students to participate in Youth Festival and practice.
- To celebrate 70 years of freedom, Yaad karo Qurbani ,Elocution,and chanting of National Anthem was organised by Cultural Activities.
- **NSS and Nature Club:** Lecture and campus cleaning
- **CWDC:** Lectures on Women Empowerment
- **15/8/16:**Celebration of Independence Day

## September: 2016

- ◆ **NCC** :Regular parade and CATC-II camp at Thamana
- **Sports** :Participation of the students
- **Cultural Activities**: Participation in Youth Festival South Zone-2 hosted by the college
- 18/9/2016 to 20/9/2016:Youth Festival South Zone 2
- 3/8/2016:Celebration of Teacher's Day and Best Message Contest
- 14/9/2016:Celebration of Hindi Day
- 24/9/2016:Celebration of NSS day and cleaning of the campus
- 28/9/16 :IQAC meet

## October-2016

- Internal Exam
- Checking of assignments
- Extra test

## November-2016

- 22/10/16 to 14/11/2016:Diwali Vacation
- 15/11/2016:Beginning of the second term
- University exam begins

## December-2016

- University Exam
- **NCC**:Parade, NIC- II camp at Junagadh
- **Sports** :Students participated in different games , Guest lecture.
- **NSS**:Celebration of Good Governance Day-lecture on Cashless Transaction
- **Career and Placement Cell**:Lectures
- **Nature Club**:Guest lecture by Nagarpalika to install an app on Swacchhata Abhiyaan

## **JANUARY 2017**

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**NCC: Parade,SNIC camp at Dimapur,NIC camp at Guntur,preparing cadets for 26<sup>th</sup> January**

**CWDC:lecture,self-defence training for girls**

**NSS:Celebration of Vivekanand's birth anniversary,Thalesemia check-up camp,NSS annual camp at Bhumel**

**Career and Placement Cell:lectures,Mega Job Fair and Seminar on Employment**

**Sports:Preparing students for Annual Day**

**Creative Club:Framing of Creative Club**

**2/1/2017:IQAC meet**

**25/1/17:Blood Donation Camp**

**26/1/17: Celebration of 26<sup>th</sup> January**

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## **February 2017**

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**NCC:B and C certificate exam**

**Sports:preparing students for annual day**

**9/2/17:First meet of Creative Club**

**15/2/17:Campus Cleaning Day**

**16/2/17:Black and White Day**

**17/2/17:Environment Day**

**18/2/17:Sports Day**

**20/2/17:Group Day**

**21/2/17:Traditional Day**

**23/2/17:Second meet of Creative Club**

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## **March 2017**

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**NCC: Distribution of washing allowance ,refreshment payment to all cadets Checking of assignments**

**1/3/17 :Celebration of Annual Day**

**3/3/17 to 15/3/17 :Internal Exam**

**15/3/17 to 20/3/17: Extra test**

**15/3/17:Three certified courses exam**

**27/3/17:University Exam**

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## **April 2017**

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**University Exam**

**15/4/17 :IQAC meet**

**24/4/17 to 10/6/17: Summer vacation**

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