



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	A CHARUTAR VIDYA MANDAL'S INSTITUTION BHIKHABHAI JIVABHAI VANIJYA MAHAVIDYALAYA
Name of the head of the Institution	Dr. Ketaki Sheth
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	02692230145
Mobile no.	9824534277
Registered Email	bjvm_vvnagar@yahoo.com
Alternate Email	drketakisheth@yahoo.co.in
Address	Opp. Shastri Ground, Nana Bazar, VallabhVidyanagar -388120, Dist: Anand, State: Gujarat, India
City/Town	VallabhVidyanagar
State/UT	Gujarat

Pincode	388120																								
2. Institutional Status																									
Affiliated / Constituent	Affiliated																								
Type of Institution	Co-education																								
Location	Semi-urban																								
Financial Status	state																								
Name of the IQAC co-ordinator/Director	Dr. J. P Parmar																								
Phone no/Alternate Phone no.	02692230145																								
Mobile no.	9427175911																								
Registered Email	bjvm51iqac@gmail.com																								
Alternate Email	johnbjvm94@gmail.com																								
3. Website Address																									
Web-link of the AQAR: (Previous Academic Year)	http://www.bjvm.ac.in/naac/AQAR_report%202018-19.pdf																								
4. Whether Academic Calendar prepared during the year	Yes																								
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.bjvm.ac.in/aqar.html																								
5. Accreditation Details																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accreditation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B</td> <td>2.79</td> <td>2008</td> <td>28-Mar-2008</td> <td>27-Mar-2013</td> </tr> <tr> <td>2</td> <td>B</td> <td>2.62</td> <td>2015</td> <td>01-May-2015</td> <td>30-Apr-2020</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accreditation	Validity		Period From	Period To	1	B	2.79	2008	28-Mar-2008	27-Mar-2013	2	B	2.62	2015	01-May-2015	30-Apr-2020
Cycle	Grade	CGPA	Year of Accreditation	Validity																					
				Period From	Period To																				
1	B	2.79	2008	28-Mar-2008	27-Mar-2013																				
2	B	2.62	2015	01-May-2015	30-Apr-2020																				
6. Date of Establishment of IQAC	27-Jul-2015																								
7. Internal Quality Assurance System																									
<table border="1"> <thead> <tr> <th colspan="3">Quality initiatives by IQAC during the year for promoting quality culture</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>						Quality initiatives by IQAC during the year for promoting quality culture																			
Quality initiatives by IQAC during the year for promoting quality culture																									

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Meetings with Teaching and Non- Teaching Staff	30-Sep-2019 1	18
Meetings with Teaching and Non- Teaching Staff	11-Sep-2019 1	18
Meetings with Teaching and Non- Teaching Staff	13-Jun-2019 1	18
Formation of Student Council & Appointment of Student	14-Jun-2019 1	22
Student Induction Programme : M. Com. Students.	25-Jun-2019 1	77
Student Induction Programme : FY B. Com. English Medium Students	24-Jun-2019 1	330
Student Induction Programme : FY B. Com. Gujarati Medium Students	22-Jun-2019 1	240
Student Induction Programme : FY BBA Students	22-Jun-2019 1	65
IQAC Meeting	05-Mar-2020 1	23
IQAC Meeting	18-Apr-2019 1	23
View File		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
B. J. Vanijya Mahavidyalaya	Finishing School	KCG, Ahmedabad	2019 10	425000
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes

Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
Organised Workshop on "Intellectual Property Right" held on 30th August, 2019 Finishing School Training Programme of 100 Hours Training Programme - Sponsored by KCG, Ahmedabad. From 09/10/2019 to 18/10/2019	
View File	
13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year	
Plan of Action	Achivements/Outcomes
plan of action	outcomes
View File	
14. Whether AQAR was placed before statutory body ?	Yes
Name of Statutory Body	Meeting Date
Charutar Vidya Mandal, VallabhVidyanagar	16-Feb-2021
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	16-Jan-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	Students' Database Management System: Student Management Software is installed to get detailed information about the entire student fraternity. Students' Admission Management System:

The College is nominated as help desk center for online central admission process of UG students of the Sardar Patel University, Vallabh Vidyanagar. Students' Attendance Management System: Students Attendance records are maintained and sent through SMS gateway. Library Information and Management System: SOUL Software is installed and book/s are searched, issued and received. Accounting Management System, Salary and Payroll Management System through MIS. Two way communication between College, Management, University, Commissioner of Higher Education, KCG and UGC. Student Satisfaction Survey is made online. Aacharaya Student Management Software is used to maintain student records.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The curriculum and its term schedule are prepared and provided by the Sardar Patel University, Vallabh Vidyanagar. Assiduous planning by the College precedes punctilious delivery by faculty members. The College meticulously develops action plans taking into consideration the objectives of the Curriculum, the number of teachers, students and infrastructure available. The College has created and maintained an inspiring atmosphere in the campus to support the effective delivery of all components of the curriculum, viz., teaching, learning, assessment and resource in its core function of teaching at the class room level. •At the beginning of each academic session, college prepares its academic calendar, which is uploaded on the college website. The academic calendar is prepared in accordance with the Sardar Patel University's term schedule. Students are informed about the academic calendar of the college notifying the probable teaching days, dates of internal examinations, curricular, co-curricular and extension activities. •Student Induction Programme (SIP) is organized every year for newly admitted students to make them aware of the mechanism for curriculum delivery and implementation. •Time table committee of the college prepares the time table. Time table is prepared in accordance to the number of credit points mentioned in the prescribed syllabus of each course offered to the students. •Principal conducts meetings for allotment of subjects and syllabus distribution among the teachers. Students are given details of teaching assignment of each course teacher at the beginning of a session by the concerned faculties. •Based on the teaching assignments allotted in the syllabus distribution, teachers prepare their "teaching plans" according to the number of lectures allotted in the course. During the academic term course completion report is being collected for each and every course from the faculties. •We have highly qualified and experienced faculties with specialization and accordingly work distribution is done •Programme wise coordinator is appointed on yearly base. •Along with the traditional chalk and talk method, teachers often use power-point presentations during the lectures. •Class tests/surprise test and student seminars are

organised after completion of a section of the syllabus and periodic review of performance of students is undertaken through internal exam. •Industrial visits are arranged for BBA students to ensure effective implementation of the prescribed curriculum. •Student satisfaction survey is conducted by IQAC to improve the teaching learning process. •The perspicacious implementation of the curriculum engages beyond the classroom to innovative teaching practices employing a wide range of instructive methods and edification to endear to a culturally diverse and intellectually heterogeneous student base. Lectures, Guest speaker sessions and workshops by eminent personalities from academics, corporate sector, policy making bodies and media are held regularly to enhance the curriculum to a more application-oriented.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Certificate Course in Accounting (Tally ERP with GST)	Nil	18/02/2020	30	Yes	Yes
Certificate in Computer Application	Nil	06/07/2020	45	Yes	Yes
Nil	Diploma in Computer Application	06/07/2020	45	Yes	Yes
Nil	Advanced Diploma in Computer Application	06/07/2020	45	Yes	Yes

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	40	65

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Environmental Studies	10/06/2019	613
Climate Change Sustainable Development	10/06/2019	548
Time Management	10/06/2019	519
Disaster Management	10/06/2019	510
Business Ethics	10/06/2019	359
Social Entrepreneurship	10/06/2019	359
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	Industry Exposer- SY	56
BBA	Comprehensive project- TY	48
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
The College encourages feedback from the students, teachers, alumni and parents. The College employs a systematic feedback mechanism to harness its effectiveness. The mode of feedback is both manual (offline) and online. • This criterion focuses on the aspects of curricular aspects of planning and implementation, its enrichment and the feedback system in the College. While the academic curriculum and its calendar are governed by the University, the curriculum delivery involves introspection and sustained implementation of the academic planning and delivery over a period of time. • The curriculum is suitably enriched to be representative of stakeholders expectations in catering to needs of the student, the society and the nation at large. • A feedback from students, alumni, and parents is collected and analyzed. The feedback is analysed to develop the roadmap for the academic year ahead and align the interests of various stakeholders with the institutional interests. The conclusions are drawn thereof and changes in curriculum are incorporated. • Adoption of Certificate courses from 2019. • Most of the courses are revised in the last 5 years and some new courses are also introduced. • Courses for B.Com. BBA and M.Com are revised. • Most of the courses are employability oriented. • The college offers subject specialization of Advanced Accounting and Auditing, Advanced Banking, Business Management in B.Com programme, in B.B.A programme specialization in the subjects of Advanced Human Resource Management, Advanced Financial Management, Export Management and Advanced Marketing Management. • In

M.Com Programme specialization is offered in Human Resource Management, Accounting and Taxation.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	commerce (GIA))	660	1110	560
BBA	management (GIA)	66	200	60
MCom	commerce (SF)	80	175	77
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1490	147	24	2	11

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
26	22	104	9	3	8
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The college has well-defined students mentoring system at all levels i.e. undergraduate and Postgraduate level wherein individual attention is being provided to each and every student. • The college has system of mentoring students by forming a counselling cell to look after academic and psychological well being. College also monitors class attendance and performance of students. • Class wise class counselor is appointed. In the beginning of the academic year the class-wise names of class counselors are displayed on the college notice board and students are also informed in their classrooms. Class counselors are taking care for academic progress and psychological well being of their students. They are also monitoring the attendance and academic progress reports. They also provide primary psychological counselling to the needy students. • Class counselor maintains the records of their students' attendance, class performance and academic progress. Class counselor uses both formal and informal means of counselling. The class counselor interacts with their parents, during parents meeting and discuss about students attendance, performance and other matters like behavior, potentials, etc.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1637	26	1 : 63

2.4 – Teacher Profile and Quality**2.4.1 – Number of full time teachers appointed during the year**

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
21	26	23	3	10

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Ketaki Sheth	Principal	- Peer Team Member NAAC, Bangalore - President, Women Development Cell (WDC), Charutar Vidya Mandal - Member, Academic Council, Commerce, Parul University, Vadodara - PhD. Guide in Commerce, Business Studies, Sardar Patel University - Member Board o
2019	Shri I. N. Tandel	Associate Professor	- Major 13 Gujarat Battalion, Vallabh Vidyanagar - Member Board of Studies in Commerce
2019	Dr. S.R. Ajmeri	Associate Professor	- Co-ordinator, M.Com. Programme - PhD. Guide in Commerce, Business Studies, Sardar Patel University - Member Board of Studies in Management
2019	Dr. J.P. Parmar	Associate Professor	- Managing Editor, SPET, Research Journal of Social Science - Resource Person, CVSRTA Registered Valuers Association, Mumbai - Executive Member, Gujarat Economics Association - Executive Member of Indian Economics

			and allied Sciences Association (IEA)
2019	Dr. R. N. Patel	Associate Professor	- Resource Person, CVSRTA Registered Valuers Association, Mumbai - Reviewer of papers of National Conference for Interdisciplinary National Conference - 2020 organized by Parul University on 1st February, 2020 which was published in "Manthan : Journal
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MCom	NA	II/IV	26/08/2020	15/09/2020
MCom	NA	I/III	24/08/2020	31/10/2020
BBA	NA	VI	24/08/2020	23/09/2020
BBA	NA	I/III/V	11/11/2020	24/01/2020
BCom	NA	VI	24/08/2020	16/09/2020
BCom	NA	I/III/V	11/11/2019	17/01/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

• The College follows a systematic approach on Continuous Internal Evaluation with students being evaluated at two levels: • Sardar Patel University Internal Evaluation System includes written test, assignments, attendance, presentation, quiz etc. • In all subject's unit-wise assignments are given by the subject teacher decided by exam coordinator of the B.Com, B.B.A and M.Com respectively. Accordingly, teacher concerns assess the assignment/s of the students and give marks of it. • All the records are submitted to the examination committee. • Results are discussed in the meeting and if needed gracing policy is framed and implemented accordingly. • We arrange Arrear Tests for those who had not given internal exam. • Most of the faculties are giving their manuscript/s of question paper/s in soft copy and submit answer key and scheme of marking in all subjects along with questions. • CCTV Cameras are installed in all classes for smooth monitoring of examination.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

• The committee consisting of Principal and Academic Calendar Committee prepares the academic calendar well in advance before the commencement of the

semester. The calendar outlines the semester class work schedule, internal examination schedule and tentative external examination schedule and other extra-curricular schedules. This academic calendar is distributed to each student and faculty members before the commencement of the semester. By and large, we do follow the calendar and minor changes may occur due to changes in the examination schedule by the university. • Time table committee prepares the curriculum time table by keeping calendar in mind. Faculty members prepare and plan their lecture schedule according to the academic calendar. Academic timetable also contains schedule of internal examination. So the students can plan their studies as per the schedule. (2019-20) • The College follows the term schedule as prepared by the Sardar Patel University. The academic calendar schedules the commencement and the closure of the semesters as well the conduct of examination, internal test evaluation are done on Centralized Pattern. • The college follows a well planned academic calendar. The academic calendar provides adequate balance between academic and non-academic activities, teaching and examination schedule. • The teaching plan is prepared by every faculty at beginning of the semester and course completion report is prepared at the end of the semester. Effective monitoring of plan schedule is taken care by the head of the institute. • The college calendar committee is headed by principal and co-ordinated by IQAC Co-ordinator, Joint Co-ordinator of NAAC, Examination Co-ordinator, Vice-President of the college. The process of Academic calendar making for the academic year begins well in advance. • The Academic calendar contains necessary information such as dates of internal Examination, cultural events, academic events, NSS, NCC and sports events. It also includes tentative schedule to organise seminars, lecture series, fields trips and other activities. Academic calendar is also made available on the college website. • The college follows a structured teaching plan. All the faculty members in the beginning of the semester prepare subject wise teaching plan and at the end of the semester they are preparing course completion report and submitting it to IQAC of the college. All the teaching staff of the institute are maintaining work diary every year and every week it is signed by the principal. • As per the Academic calendar, we are conducting our examination and all other activities are conducted as per the planning.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://www.bjvm.ac.in/aqar.html>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
PB04XCOM	BCom	Commerce	256	174	67.56
UM06XBBA	BBA	Management	42	38	90.47
UB06XCOM	MCom	Commerce	66	63	95.45
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://www.bjvm.ac.in/aqar.html>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	NA	0	0
View File				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Workshop on IPR	Commerce Management	30/08/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	NA	NA	Nil	NA
View File				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	Nil
View File					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Commerce Management	5

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
View File			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Commerce Management	8
View File	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NA	NA	NA	Nil	0	0	Nil
View File						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NA	NA	NA	Nil	Nil	Nil	0
View File						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	14	1	5
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Say no to Plastic Rally- At. Fangani Village, Tal. Petlad, Dist. Anand.	Roots Foundation, Anand,	2	200
Say no to Plastic Programme - plastics bags were replaced by clothes bags at vegetables fruits market by volunteers	Lions Club, Vitthal Udyognagar	2	20
Clothes Kit Making and Distributed -at Shahpur and Fangani Villages of Petlad taluka.	NSS Unit, B. J. Vanijya Mahavidyalaya , Vallabh Vidyanagar, Gujarat in collaboration with Indian Post Dept. Anand Branch for needy people.	2	100
Celebration of World Tourism Day organized by C Z Patel College of	In order to make people aware of Eco- Friendly Paper bags and to spread	2	60

Business Management -New Vallabh Vidyanagar in association with Tourism Corporation of Gujarat Limited. (NSS Volunteers opened a stall in the fair)	awareness about it in society so that people can replace poly bags with paper bags, our college NSS Volunteers opened a stall in the fair. Students expressed the need for replaci		
Blood Donation Camp	Indian Red Cross Society – Anand District Branch- Anand and Lions Club- Anand.	2	160
Jal Shakti Abhiyan (Water Conservation Plants are Prepared at College Campus)	JCI, Vallabh Vidyanagar	2	25
Paper Bag Making Programme	Madhuvan Foundation, Vallabh Vidyanagar	2	60
Tree Plantation	JCI, Vallabh Vidyanagar	2	50
Tree Plantation Water Conservation Programme	Lions Club, Vitthal Udyognagar VNC, Vallabh Vidyanagar	2	5
Thalassemia Awareness and Screening Programme (384 Blood Sample)	Indian Red Cross Society, Gujarat State Branch Ahmedabad.	2	384

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NSS	3rd Prize in Event - My Unit and Adopted Village	NSS Cell, S. P. University State NSS Cell, Department of Higher Education, Govt. of Gujarat	200

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
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NSS	Shankra Eye Hospital	Free Eye Check-Up Camp At. Fangani Village, Tal. Petlad, Dist. Anand.	2	150
NSS	NSS Unit, B.J. Vanijya Mahavidyalaya with fangani village	Voter Awareness Rally At. Fangani Village, Tal. Petlad, Dist. Anand.	2	100
NSS	NSS Unit, B.J. Vanijya Mahavidyalaya with fangani village	Beti Bachao, Beti Padhao Rally At. Fangani Village, Tal. Petlad, Dist. Anand.	2	100
NSS	NSS Unit, B.J. Vanijya Mahavidyalaya with fangani village	Voter Awareness Programme At. Fangani Village, Tal. Petlad, Dist. Anand.	2	100
NSS	NSS Unit, B.J. Vanijya Mahavidyalaya with fangani village	Farmer Guidance Programme At. Fangani Village, Tal. Petlad, Dist. Anand.	2	100
NSS	NSS Unit, B.J. Vanijya Mahavidyalaya with fangani village	Free Dental Check-up Oral Health Awareness Camp At. Fangani Village, Tal. Petlad, Dist. Anand.	2	160
NSS	NSS Unit, B.J. Vanijya Mahavidyalaya with fangani village	General Health Check Up Camp At. Fangani Village, Tal. Petlad, Dist. Anand.	2	300
NSS	NSS Unit, B.J. Vanijya Mahavidyalaya with fangani village with fangani village	Health Food Nutrition Programme for Students and Rural People At. Fangani Village, Tal.	2	100

		Petlad, Dist. Anand.		
NSS	NSS Unit, B.J. Vanijya Mahavidyalaya with fangani village	Voter Awareness Programme At. Fangani Village, Tal. Petlad, Dist. Anand.	2	100
NSS	NSS Unit, B. J. Vanijya Mahavidyalaya and CVM, V. V. Nagar	International Yoga Day Celebration	2	200
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Study Tour at Faculty of Commerce, GLS University , Ahmedabad	Final Year Students of B.Com. , B.B.A. & M.Com.	Self Finance	01
Study Tour at ICECD, Bopal , Ahmedabad	Final Year Students of B.Com. , B.B.A. & M.Com.	Self Finance	01
Study Tour at GIFT City, Gandhinagar	Final Year Students of B.Com. , B.B.A. & M.Com.	Self Finance	01
View File			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Academic	Project Work	industries	16/01/2020	15/02/2020	TY BBA Students
View File					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Madhuvan Foundation, Anand	12/12/2020	Purpose : Organize programme and collection of	102

waste papers for joint projects
Pasti Ki Pathsala
 with Raddi ka Ruaab and Gyandhara-A way of promoting Education
Activities :
 Training for Eco-friendly old news paper bag making , organizing joint

Kaysons Techno Equipments Pvt. Ltd., Vitthal Udyog Nagar	16/06/2019	Purpose: To enhance skills and knowledge of the students and develop suitable teaching/ training systems of the organization keeping in view the needs of the industries. Activities: To organize industrial visits, internship and guest lectures.	60
Parivaratan Trust, Vallabh Vidyanagar	25/06/2019	Purpose: To create awareness of road safety and traffic rules among the youth and to make Anand and Kheda districts accident free zone. Activities: To organize awareness programme, seminars and workshops of road safety and traffic rules for students,	102
Electroware Infotech Pvt. Ltd. (TALLY EDUCATION PVT. LTD.) Gandhinagar	24/01/2020	Purpose : Empowering the students by imparting industry relevant skill sets and increasing their employability Activities : Organizing Accounting course - Tall ERP- 9 with GST training to B.Com, B.B.A and M.Com Students	44

H. A. College of Commerce, Ahmedabad	12/03/2020	Purpose: To plan and implement a staff and student exchange programme between the two organizations. Activities: Inter College visits, joint research programmes like conferences, seminars, workshops and short term education programmes	53
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
0	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Nil	Existing

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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL	Partially	2.0	2014

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	38280	1146445	59	14844	38339	1161289
Journals	38	36650	12	24889	50	61539

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nil

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	105	2	5	2	1	1	0	100	12
Added	0	0	0	0	0	0	0	0	0
Total	105	2	5	2	1	1	0	100	12

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NA	NA

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1527434	1527434	507277	507277

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

• The policy of the College is to fulfil and upgrade the infrastructural requirements as and when such need arises. Infrastructure Committee of the College is constituted to plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized. • The College ensures regular maintenance and upkeep of all infrastructural facilities. The management has centralized operating system for the maintenance work and it is carried out by trained in-house experts as well as outsourced to appropriate outside agencies. • The College has appointed a Technical Assistant and a Computer Network Assistant to provide regular support services relating to computer hardware and software. They also ensure the allotment of Wi-Fi passwords to individual students and faculty members. • A full time caretaker is appointed by the College to ensure the cleanliness, hygiene, sanitation, water supply, electricity, and security and stationery condition and to update the Principal of the institution about the current/ daily state of affairs. • The Charutar Vidya Mandal looks after the maintenance of the college by appointing agencies and sign Annual Maintenance contracts to maintain the infrastructure including computers, LAN, servers, printers, projectors, scanners, laptops and biometric attendance system.
http://www.bjvm.ac.in/aqar.html

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Sardar Patel University Alumni	21	83130
Financial Support from Other Sources			
a) National	Food Bill Assistance (ST)	71	Nil
b) International	NIL	Nil	0
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Finishing School	78	78	61	61
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
10	78	61	Nil	Nil	Nil
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	156	BCOM AND	Commerce	HIGHER	P.G

[View File](#)

5.2.3 – Students qualifying in state/ national/ international level examinations during the year
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Annual Sports Day	Institution Level	180
Musical Morning	Institution Level	35
Cultural Programme	Institution Level - Cultural Activities	40
Cultural Programme	University Level - Youth Festival	15
Cultural Programme	AMUL 25th Volcano - Rotary Club Anand	20
Cultural Programme	Taluka Level - Kala Kumbh	5
Cultural Programme	Institution Level - Patriotic Song Competition	30
Cultural Programme	Ganesh Utsav	189
Cultural Programme	Navratri	438
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Nil	Nil	Nil	Nil	Nil	Nil
View File						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The purpose of the Student Council is to provide opportunities to students to build leadership by planning and carrying out events and programs. The student council is the representative of the student body. They support students to share their thoughts, desires and issues with the whole college group. Student Council is formed on the basis of merit. • College creates a platform for the active participation of the students in the various academic administrative bodies including other activities. It empowers the students in gaining leadership qualities, rules, regulations and execution skills. Activities of Student Council: • BJVM's Student Council representatives actively participate

in various activities. They help in coordinating all the events related to academics and other co-curricular Extra-curricular activities. They perform lot of academic and administrative work by taking the help of other students. They also motivate other students to take part in the activities conducted by the college. They work as a medium between faculty and students. • The student council plays a dominant role in many activities related to fine arts, sports and other co-curricular activities of the college. • Various co-curricular activities organized by the student council include Special Lectures by experts, Seminars, Workshops, Symposium. Eminent speakers and industrialist deliver speeches on topics relevant to current educational scenario. Student members of the councils also celebrate important days like National Festivals, Birth/Death Anniversaries of important leaders, International Women's Day, International Yoga Day, Sports Day, Non-violence Day, Teachers Day, Freshers Day, Farewell Party, World Literacy Day, World AIDS Day, etc. • The Student Council helps students share ideas, interests, and concerns with faculties and principal. They often also help raise funds for social events, community projects, helping people in need. • College regularly publish the magazine "Samruddhi". The constitution of the student council comprises President, Vice President, Secretary, Joint Secretary, and student council members. The composition of student members, one topper from each class is nominated as class representatives, for all classes. Following are the bodies which have student representatives on them: 1. The Library Committee 2. The Anti-Ragging Cell 3. The Discipline Committee 4. The Sports Games Committee 5. Debate Secretary 6. Fine Arts Secretary

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

600

5.4.3 – Alumni contribution during the year (in Rupees) :

325000

5.4.4 – Meetings/activities organized by Alumni Association :

01

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

1. Decentralized Administrative System • At beginning of the academic term, principal in consultation with office superintendent and IQAC Coordinator distributes the office and administrative work to the office staff. This work distribution mainly focuses on preparation of budget, admission process, internal and external examinations, routine office work, etc. • College Budget is prepared at the end of the previous academic year by accountant in consultation with principal and IQAC coordinator. This budget is submitted to the management for the approval. After getting approval expenses and expenditure are made. Being a Grant in Aid College, timely tuition fees collected is transferred to the state government. In addition to this other important functions of administrative staff are being executed throughout the year timely and effectively like Finalisation of Accounts Income-Tax Collection

is done correspondence is made Government, KCG, UGC, University, Management and other bodies e.g. NSS, Udishha (RUSA) etc. • Student Council Budget is prepared in consultation with Principal, IQAC Coordinator and Vice President and General Secretary of the respective year. 2. Participative Management in Academics •

The management encourages and sanctions funds to utilize for different developmental activities of the college. They also contribute generously in terms of awards and recognition to deserving candidates in the field of academics, extracurricular and co - curricular activities. • The Principal coordinates with the teaching, non- teaching staff and students body members for the effective functioning of the college. A decentralized administrative system with the intention of providing the best to the student body is in practise in this institution. Regular meeting are being conducted by principal with Teaching staff to discuss the implementation of Academic plans, maintains the presence of students, discipline to be maintains and student development programme to be conducted during the year. • The Principal assigns specific duties to various academic and administrative bodies of the college on the basis of the suggestions made by the management. Senior faculty members are given responsibilities to act as programme coordinator for smooth functioning of teaching, learning and evaluation.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	• Online admission procedure. • Proper Counselling is made by the admission committee for right choice of programme subjects. • University norms are followed strictly.
Industry Interaction / Collaboration	• College invited industrialist and executives to deliver the guest talk on the different areas of the Business. • College has signed MOUs with NGOs are made to motivate our Students to improve their skills.
Human Resource Management	• Our college organized workshops and seminars for developing life skills for teaching and non- teaching staff. • Meetings of various committees for academic and administrative staff are scheduled regularly.
Library, ICT and Physical Infrastructure / Instrumentation	• College is having a rich collection of Books, Magazines, and journals. • College has audio-video cassettes of old collection. • Language Lab, LCD projector in the classroom, conference hall. • NSS Room, NCC/Sport room IQAC room, CCTV Camera, Separate Parking zone for boys and girls separate ladies room, reading room, open garden.
Research and Development	• College invited resource person in the area of research methodology to motivate our staff for research

	activities and project work.
Examination and Evaluation	• Our Faculty members are involved in paper setting, supervision and paper checking, duty in External Examination. • Our faculty members inform paper style, internal evaluation, Marks pattern and old question papers regarding S. P. University in classroom.
Teaching and Learning	• At the beginning of the academic year the workload distribution in each subject is made in advance by the senior faculty of the subject/s in consultation with programme coordinator and other subject teacher/s. • In each semester all the faculty members submit subject wise course completion report. • College provides a portable mike to make teachers voice audible during the lectures. • College also provides Laptop for making classroom teaching more effective and interesting. • Most of the faculties used ICT in their teaching learning process
Curriculum Development	• Our faculty members contribute in development of curriculum in the different subjects.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Examination	• The result of Final Exam is displayed online by the university. • College submitted internal marks online to university before each semester. • College Displayed internal and external exam time table on college notice board and on website for the students.
Planning and Development	• Each and every faculty member prepares teaching plan for their respective subject. • Planning for each academic year begins with preparation of academic calendar. • Planning and preparation for extracurricular activities, co-curricular and extension activities are done to cover all activities on time.
Administration	To better streamline the administrative work, database and records are maintained in electronic form. • The Administration of the College functions with E-governance system at Government, Management and University level. • Biometric has been installed for teaching and non-teaching attendance. • Scholarships to the SC,

	ST, OBC, Minority and EWS students. • The college tries their best to keep in touch with latest tools of administration with available tools in hand. • Statutory information, student related information and other important forms are uploaded on the institutional website. • To ensure convenience of students, the administration promptly responds to email communication sent by students, parents and other stakeholders.
Finance and Accounts	• College maintained all accounts through tally software • Payments are made through cheque, RTGS and NEFT. • Online scholarship
Student Admission and Support	• College syllabus and past papers are uploaded for students reference. • College gives important information through various social media like whatsapp, FB, Instagram, Telegram etc.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	NIL	NIL	NIL	Nil
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	NIL	Etiquettes and Manners at Workplace	01/02/2019	01/02/2019	Nil	19
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration

No Data Entered/Not Applicable !!!

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	3	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
• CVM's Health Center • University Health Center • Group Insurance Schemes, • EPF • Maternity leave. Teaching • Staff Quarters	• CVMs Health Center • University Health Center • Group Insurance Schemes • EPF • Maternity leave. • Staff Quarters • Uniforms to Peons	• In campus hostel facility with quality housing for boys and Girls, Girls hostel provides food. Regular interaction with parents is done to ensure coordinated effort for the welfare of the students. • Scholarships and Free ships from Govt., CVM and Alumni. • Book Bank facility is provided to economically backward class. • Fee Payment for Students • Payments of fees on installments

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Yes, Institution has an established mechanism for conducting Internal and External Financial audit every year to ensure Financial Compliance. Internal Financial audit was conducted by Charutar Vidya Mandal during the year. Financial compliance report of internal audit, submitted to Charutar Vidya Mandal was conducted after the end of the financial year. Finalization of account was completed and statement were prepared and submitted to the auditor for further verification.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Shri A. K. Bhatt and Mr. Kantilal Sharma	325000	Academic
No file uploaded.		

6.4.3 – Total corpus fund generated

4698285

6.5 – Internal Quality Assurance System

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

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

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

• The College does not have a Parent-Teacher Association. However, the IQAC actively seeks feedback from the parents of the students studying in the College. The feedback is then analysed to improve the functioning of the College. Further, there is active interaction with parents during the admission in the form of counselling, orientation and parent teacher meetings. • College regularly conducts Parent Teacher Meeting every year and Parents are cordially invited to attend Orientation Programme of their wards. • College also conducts regular meetings and telephonic contact with the parents after analysing attendance and results of their wards. • Feedback from parents is given due consideration. • Parents are always invited for Appreciation Ceremony of Meritorious Students on Annual day

6.5.3 – Development programmes for support staff (at least three)

• **Soft Skills Training Programme • Work Motivation and Appreciation • Financial Assistance** as and when required

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. University approved certificate courses 2. Seminar Hall 3. Smart Classes 4. MOU with NGOs and Academic Institutions

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Etiquettes and Manners at workplace	01/02/2019	01/02/2019	01/02/2019	19
2020	Workshop on Research Methodology and Plagiarism	07/02/2020	07/02/2020	07/02/2020	24

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male

Social Media and Youth Programme	24/12/2019	24/12/2019	26	74
Personality Development Programme and Role of Youth in Nation Building	25/12/2019	25/12/2019	26	74
Fit India Movement Programme	25/12/2019	25/12/2019	26	74
Beti Bachao, Beti Padhao Rally	25/12/2019	25/12/2019	26	74
Women Empowerment Programme (Motivating rural women to start their own business)	27/12/2019	27/12/2019	26	74
Health and Food Nutrition Programme	23/12/2019	23/12/2019	26	74

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
• Tree Plantation as a part of Celebration of world environment day in the BJVM campus and outside the campus at various places Participants - 120 Date: 4/6/2019 • Tree plantation at adopted village fangani during one day camp Participants - 200 Date: 23/07/2019 • Tree plantation at adopted village fangani during NSS Annual Camp Participants - 200 Date: 23/07/2019 • Water Conservation Programme in collaboration with Voluntary Nature Conservancy - VNC. Vallabh Vidyanagar Participants - 100 Date: 9/9/2019 • Paper bag making and distribution programme in collaboration with Madhuvan Foundation Vallabh Vidyanagar Participants - 60 Date: 13/09/2019 • Jal Shakti Abhiyan-Water Conservation Plant is prepared at college campus in collaboration with JCI, Vallabh Vidyanagar Participants - 25 Date: 14/09/2019 • Say no to Plastic Programme in association with Lions Club of Vithal Uhyognagar. Plastic bags were replaced by cloth bags Participants - 20 Date: 12/12/2019 • Say no to plastic programme and rally at adopted village fangani in collaboration with Root Foundation Anand during NSS Annual Camp Participants - 200 Date: 23/12/2019 • Save Environment Rally at adopted Fangani village during NSS Annual Cam Participants - 100 Date: 23/12/2019 • Water and Forest Conservation Programme in collaboration with Voluntary Nature Conservancy - VNC. Participants - 120 Date: 24/01/2020

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	Nil
Provision for lift	No	Nil
Ramp/Rails	Yes	1

Braille Software/facilities	No	Nil
Rest Rooms	No	Nil
Scribes for examination	No	Nil
Special skill development for differently abled students	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	Nil	Nil	Nil	00	NIL	NIL	Nil

[View File](#)

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Prospectus for Students (CVM and BJVM)	01/05/2019	For getting admission in BBA clear guideline BCOM, BBA and MCOM - Payment of fees and submission of documents and relaxation in fees and scholarship - For outsider getting provisional eligibility certificate - Rules and regulation laid down by the college and university relating to class work, attendance, assignments, test performance, discipline, internal and university exam. - Rules regarding stay in the hostel, anti ragging and use of mobile and vehicles - Participation in industrial/ educational tours, exposure programmes, regularity and punctuality.
Code of Conduct issued by CVM (for Teaching, Non Teaching and Head of the Institution)	01/05/2019	Playing secular prayers regularly before the college starts - Regularity and punctuality of time and attendance - Active

involment in activities and programmes of CVM and college - Active participation in teaching, learning research and expansion programmes - Informing about achievements, awards and recognition - Developing values of cooperation and unity - Following rules regulation and maintaining organisational discipline. - Grievances redressal for all employees - Rules for leave and leaving the campus during college hours (Maintaining Movement Register) - Maintaining work dairy - Taking action against absentism of the students in the class rooms - Preparing and submitting

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Yoga Day	21/06/2019	21/06/2019	200
World Population Day Celebration	11/07/2019	11/07/2019	200
Thalassemia awareness and screening programme in collaboration with Indian Red Cross Society, Gujarat State Branch	07/08/2019	07/08/2020	384
Blood Donation Camp in collaboration with Indian Red Cross Society, Anand District Branch and Lions Club Anand	16/09/2019	16/09/2019	86
Rashtriya Poshan Maah – Door to door campaign about nutrition awareness in Hariom Nagar Bakrol	26/09/2019	26/09/2019	50
Cloths kit making	18/10/2019	18/10/2019	100

and distribution programme in collaboration with Indian Post Department, Anand Branch for needy people at Shahpur and Fangani village.			
Lecture on KRAMA at Fangani village during NSS Annual Camp	26/12/2019	26/12/2019	100
Winter clothes distribution programme to needy people of Fangani village during NSS Annual Camp	27/12/2019	27/12/2019	120
Blood Donation Camp in collaboration with Indian Red Cross Society, Anand	07/04/2020	07/04/2020	86
Workshop on Intellectual Property Rights	30/08/2019	30/08/2019	25
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

• To maintain greenery of the campus, regular tree plantation programmes are organized and special attention and care is given to the green area. • Use of Plastics bags is strictly prohibited in the campus and notice was circulated regarding it. • As a part of maintenance, old bulbs and tubes were replaced with LED. • In all the class rooms and at various places in the campus cardboard dustbins are placed and dustbins are made out of waste hard paper material. • To make the students and staff aware about economic use of water and electricity, posters are placed near switch boards, water taps and urinals. • Whatever green waste we gather from the green (garden) area of the campus, is converted in organic fertilizer and used. Apart from this whatever waste is generated in any form is properly disposed by following the guidelines of Charutar Vidya Mandal. • In order to prevent wastage of water, all the leak taps are replaced and broken water pipelines are repaired. • One side used waste papers are reused for rough work printing. • To minimize the noise pollution and air pollution, vehicles are not allowed in the campus premises and separate parking area is allotted for both girls and boys and visitors as well. • Green Audit is Charutar VidyaMandal's initiative and our college has appeared twice for its examination and assessment and grade is noticeably improved.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Best Speaker of BJVM 2. Student's Council

Upload details of two best practices successfully implemented by the institution as per NAAC format in your

institution website, provide the link

<http://www.bjvm.ac.in/aqar.html>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

• By following the tradition of previous years this year also BJVM NSS unit in collaboration with India Post Department Anand Division has practiced one unique programme on 18/10/2019 'Joy of Giving'. Under this programme collection of clothes, kit making distribution of it was implemented. More than 125 kits were prepared and with the help of NSS volunteers they were distributed in the area of Shahpur Fangni village, Ta. Petlad to the most needy people. Though the clothes were used one but the people who received them are so much in need of it that they very happily accepted them and unique feeling of 'Joy of Giving' was experienced by the volunteers. • In the field of sports also our students are very active and very enthusiastically more than 110 students took part in Charutar Vidya Mandal's Inter Collegiate Tournament. During this tournament various games like kabbadi for men women, Badminton for men women, Volleyball (men), Cricket (men), Table tennis (men), Athletic (men) were organized. In Kabbadi (women) Athletic (men) BJVM college became champion also and brought a big credit to the college. • This Inter Collegiate Tournament has provided the solid background to the participants and prepared them for the bigger sports field. • Throughout the year Sardar Patel University Sports Division keep organizing various events and more than 200 girls boys took part brought credit to the institution by becoming runner up, champion, quarter final, achieving 3rd,4th, 5th position. • BJVM NCC is very strong pillar of the college. In senior Division (Boys) senior wings (Girls) register (105) themselves for the year 2019-20. • Throughout the year NCC cadets took part in various activities at University District, State and National level and contributed in Nation building. The achievements of the cadets are really worth appreciating. Among them are:- (1) Cdt. Bharvad Gopal J (Sy.Bcom) Represented NCC Directorate Gujarat in all India Thal Sainik Camp-2019 at New Delhi. (2) Cdt. Patel Tejashkumar P (Sy.Bcom) Represented NCC Directorate Gujarat in All India Thal Sainik Camp-2019 at New Delhi. (3) Cdt. Machhi Mihirkumar (Ty.Bcom) selected in Malvanker Shooting Team of NCC, V.V.Nagar. (4) SGT Savitri Vasava (Ty.Bcom) Represented NCC Directorate Gujarat in All India Thal Sainik Camp-2019 at New Delhi and secured 3rd position in Tent Pitching Competition at New Delhi. • So in this way the three pillars NSS, Sports NCC directly or indirectly serves the society Nation at large and become true, faithful citizens of the country. Not only for three years of their college life but the lessons they have learnt will remain with them throughout. Their invaluable contribution to the college will be remembered will pave path to the upcoming batches of the college. The new generation will inherit their rich legacy will add something to it pass it to the next batch. That's how the college will continue to earn name and fame in various fields

Provide the weblink of the institution

<http://bjvm.ac.in/aqar.html>

8.Future Plans of Actions for Next Academic Year

• Organization of seminar and workshop by the IQAC to promote the quality improvement strategies in teaching-learning, research, extension related and extracurricular activities. • Organization of workshop for E-content development at a larger scale and duration to promote the use of E-resources among all faculty members. The use of Learning Management System (LMS) for regular teaching, learning and evaluation related activities by maximum number of teachers will be encouraged. • Encouraging faculty members to complete their

doctoral degrees and to continue research activities through quality publications and research projects. • Construction of rain water harvesting system in the college campus. • Increasing the number of environment friendly initiatives by NSS and ensuring participation of maximum students in such initiatives. • Promoting activities such as Yoga, physical exercise, meditation etc related to development of mental and physical fitness of students, faculty and staff. • Placement Activities: College plans to conduct a large number of pre-placement Activities like Finishing school Programme for the final year students of B.com., B.B.A. and M.Com. Courses, so as to help them optimally utilize the benefits of placement opportunities. This is being initiated by the Government of Gujarat. Organization of workshop, seminar and job oriented services by the Career Counselling and Placement Unit. AISHE, NIRF, GSIRF applications. To form knowledge repository to sign MoUs with Industries. Motivate faculty members to present papers in Seminar /Conferences. To publish more Research Papers. To motivate faculty members to apply for minor and major research projects. • Up-gradation and addition in the area of infrastructure facilities • Modernization and redesigning of the sitting arrangement of staff room. • Construction of additional store rooms • As a part of maintenance the whole electric wiring of the building will be done • Organization of seminars/ webinars/ workshops • Organization of Mega Events as a part of students' supports and progression