



## YEARLY STATUS REPORT - 2022-2023

### Part A

#### Data of the Institution

##### 1. Name of the Institution

B. J. Vanijya Mahavidyalaya,  
Vallabh Vidyanagar

- Name of the Head of the institution **Dr. Sanjay R. Ajmeri**
- Designation **I/c Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **02692230145**
- Mobile No: **9824625425**
- Registered e-mail **bjvm\_vvnagar@yahoo.com**
- Alternate e-mail **principal@bjvm.ac.in**
- Address **B. J. Vanijya Mahavidyalaya, Opp. Shastri Ground, Nana Bazar, Vallabh Vidyanagar -388120 Dist: Anand, State: Gujarat**
- City/Town **Vallabh Vidyanagar**
- State/UT **Gujarat**
- Pin Code **388120**

##### 2. Institutional status

- Affiliated / Constitution Colleges **Affiliated**
- Type of Institution **Co-education**
- Location **Semi-Urban**

- Financial Status **Grants-in aid**
- Name of the Affiliating University **Sardar Patel University, Vallabh Vidyanagar**
- Name of the IQAC Coordinator **Dr. John Parmar**
- Phone No. **02692230145**
- Alternate phone No. **02692230145**
- Mobile **9427175911**
- IQAC e-mail address **bjvm51iqac@gmail.com**
- Alternate e-mail address **johnbjvm94@gmail.com**

**3. Website address (Web link of the AQAR (Previous Academic Year))** <http://bjvm.ac.in/IQAC.php>

**4. Whether Academic Calendar prepared during the year?** **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: <http://bjvm.ac.in/IQAC.php>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B</b>	<b>2.79</b>	<b>2008</b>	<b>28/03/2008</b>	<b>01/05/2015</b>
<b>Cycle 2</b>	<b>B</b>	<b>2.62</b>	<b>2015</b>	<b>01/05/2015</b>	<b>30/04/2020</b>
<b>Cycle 3</b>	<b>B++</b>	<b>2.78</b>	<b>2023</b>	<b>19/05/2023</b>	<b>18/05/2028</b>

**6. Date of Establishment of IQAC** **14/06/2007**

**7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>Institution</b>	<b>Finishing School</b>	<b>KCG, Ahmedabad</b>	<b>2022-23</b>	<b>500000</b>

**8. Whether composition of IQAC as per latest NAAC guidelines** **Yes**

- Upload latest notification of formation of IQAC [View File](#)

**9. No. of IQAC meetings held during the year** **02**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

**10. Whether IQAC received funding from any of the funding agency to support its activities during the year?** **No**

- If yes, mention the amount

**11. Significant contributions made by IQAC during the current year (maximum five bullets)**

Regular meetings of Internal Quality Assurance Cell (IQAC) Timely submission of Annual Quality Assurance Report (AQAR) to NAAC Feedback from Students, Parents, Teachers and Alumni Participation in NIRF and GSIRF Best practices , Student Induction Programme & Webinar Series for Students

**12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year**

Plan of Action	Achievements/Outcomes
Up-gradation of existing computers Net speed	Upgraded Net speed from 50 mbps to 100 mbps. Due to this under COVID - 19 , Online lectures on Microsoft Teams were delivered effectively by the teachers
Student Induction Programme FY B.COM.	Students Induction Programme for first year B.Com. students was organized as per UGC guidelines
Student Induction Programme FY BBA	Students Induction Programme for first year B.B.A. students was organized as per UGC guidelines
Student Induction Programme Sports & NCC	Students Induction Programme for Sports and NCC for first year B.Com. and B.B.A. Students were organized.
Online Teacher's Day Celebration	The students were able to participate actively under the pandemic situation.

**13. Whether the AQAR was placed before statutory body?** No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

**14. Whether institutional data submitted to AISHE**

**Part A****Data of the Institution**

<b>1.Name of the Institution</b>	<b>B. J. Vanijya Mahavidyalaya, Vallabh Vidyanagar</b>
• Name of the Head of the institution	<b>Dr. Sanjay R. Ajmeri</b>
• Designation	<b>I/c Principal</b>
• Does the institution function from its own campus?	<b>Yes</b>
• Phone no./Alternate phone no.	<b>02692230145</b>
• Mobile No:	<b>9824625425</b>
• Registered e-mail	<b>bjvm_vvnagar@yahoo.com</b>
• Alternate e-mail	<b>principal@bjvm.ac.in</b>
• Address	<b>B. J. Vanijya Mahavidyalaya, Opp. Shastri Ground, Nana Bazar, Vallabh Vidyanagar -388120 Dist: Anand, State: Gujarat</b>
• City/Town	<b>Vallabh Vidyanagar</b>
• State/UT	<b>Gujarat</b>
• Pin Code	<b>388120</b>
<b>2.Institutional status</b>	
• Affiliated / Constitution Colleges	<b>Affiliated</b>
• Type of Institution	<b>Co-education</b>
• Location	<b>Semi-Urban</b>
• Financial Status	<b>Grants-in aid</b>
• Name of the Affiliating University	<b>Sardar Patel University, Vallabh</b>

	<b>Vidyanagar</b>				
• Name of the IQAC Coordinator	<b>Dr. John Parmar</b>				
• Phone No.	<b>02692230145</b>				
• Alternate phone No.	<b>02692230145</b>				
• Mobile	<b>9427175911</b>				
• IQAC e-mail address	<b>bjvm51iqac@gmail.com</b>				
• Alternate e-mail address	<b>johnbjvm94@gmail.com</b>				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="http://bjvm.ac.in/IOAC.php">http://bjvm.ac.in/IOAC.php</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://bjvm.ac.in/IOAC.php">http://bjvm.ac.in/IOAC.php</a>				
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<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
<b>Institution</b>	<b>Finishing School</b>	<b>KCG, Ahmedabad</b>	<b>2022-23</b>	<b>500000</b>	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			<b>Yes</b>		
• Upload latest notification of formation of			<a href="#">View File</a>		

IQAC		
<b>9.No. of IQAC meetings held during the year</b>	<b>02</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<p>Regular meetings of Internal Quality Assurance Cell (IQAC) Timely submission of Annual Quality Assurance Report (AQAR) to NAAC  Feedback from Students, Parents, Teachers and Alumni  Participation in NIRF and GSIRF Best practices ,Student Induction Programme &amp; Webinar Series for Students</p>		
<b>12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>		

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Online Teacher's Day Celebration	The students were able to participate actively under the pandemic situation.

**13. Whether the AQAR was placed before statutory body?**

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2021-22	15/12/2022

**15. Multidisciplinary / interdisciplinary**

The college will offer a range of multi-disciplinary/interdisciplinary courses as open electives and mandatory courses to promote the holistic academic environment



that enable the students to choose their preferred options. New courses (under Planning)

B.Com. - ACCA (Association of Chartered Certified Accountants),

B.B.A. -(ITM)

#### **16.Academic bank of credits (ABC):**

Enthused with the provisions of NEP, the students of BJVM College can earn credits through National schemes like SWAYAM, NPTEL, MOOCS, etc. The academic bank of credit is yet to be realised. College welcomes the implementation of ABC in its full spirit.

#### **17.Skill development:**

Short Term / Certificate Courses (Skill Development)

Digital Marketing, Insurance, Banking, Web Designing, E-Commerce, Personality Development & Communication Skills, Entrepreneurship Development, Fintech, Forensic Accounting, Human Rights & Value Education, Vedic Maths, Spoken English

#### **18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

The institution regularly conducts programs and various events to promote the cultural and traditional stance of the region. All the programs in the institution are run in English & Gujarati (Regional Language). New programmes and courses will be also offered in English and vernacular languages.

College celebrates International Yoga Day. Seminars are organized on Art of Living. College library has access to books and Vedic literature. An annual Cultural festival is also organized in college. Field trips are organized to heritage sites to study these destinations and their history.

As recommended by NEP2020, Certificate, Diploma and Advanced Diploma certificate are awarded to students of the first year, second year and third year after successfully fulfilling the academic requirements for the courses of computer application. Moreover, students will be facilitated with the option of earning required number of credits from other institutions as well as from online platforms.

#### **19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

The College practices Outcome Based Education (OBE) for all its

programs which are designed reflecting on the regional and global requirements. The learning outcomes are defined at the Programme level (POs/PSOs) as well as Course level (COs), and appropriate learning experiences are assessed in order to facilitate the attainment of the stated learning outcomes. Learning outcomes at all levels ensure social responsibility and ethics, as well as entrepreneurial skills so that the students contribute proactively to the economic, environmental, and social well-being of the nation.

## 20.Distance education/online education:

During the COVID - 19 pandemic, BJVM College simply glided to online mode of teaching. The online classes were conducted very effectively through Microsoft Teams Platform. All faculty members explored this facility to the best. The teaching-learning process, the evaluation procedure was also done online. The college readily fine tunes itself to any progressive initiative for the collective goodness.

Online lectures, webinars, seminar, Parents Meeting and Counseling Sessions were conducted for the effective and efficient engagement of the students. BJVM has already developed its infrastructure for the same.

## Extended Profile

### 1.Programme

1.1	127
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2.Student

2.1	1794
Number of students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.2	395
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Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		
File Description		Documents
Data Template	<a href="#">View File</a>	
2.3		594
Number of outgoing/ final year students during the year		
File Description		Documents
Data Template	<a href="#">View File</a>	
<b>3.Academic</b>		
3.1		26
Number of full time teachers during the year		
File Description		Documents
Data Template	<a href="#">View File</a>	
3.2		26
Number of Sanctioned posts during the year		
File Description		Documents
Data Template	<a href="#">View File</a>	
<b>4.Institution</b>		
4.1		20
Total number of Classrooms and Seminar halls		
4.2		55.17
Total expenditure excluding salary during the year (INR in lakhs)		
4.3		102
Total number of computers on campus for academic purposes		
<b>Part B</b>		
<b>CURRICULAR ASPECTS</b>		

## 1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Our college is Grant- in- aid college affiliated to Sardar Patel University. Curriculum design and development process is undertaken by Board of Studies. Four faculties are member BoS at the University, which helps us to incorporate required changes from different stakeholders at different points of time. All faculty members are part of the curriculum development and revision committee for various courses at B.COM., B.B.A. and M.COM programmes. Ours is the only college that offers Discipline Specific Elective in Accounting & Auditing, Banking and Business Management, Business Mathematics & Statistics, Secretarial Practice, Small Enterprise Management and Indian Financial system under Core Allied Courses at B.COM. At B.B.A. we offer Advanced Marketing Management, Advanced Financial Management, Advanced Human Resource Management and Export Management under Discipline Specific Electives. At M.COM Advanced Accounting and Human Resource Management are offered as Elective Courses. Deployment of Curriculum The curriculum delivery mechanism is aligned with the mission and vision of the college to encourage participative, collaborative and lifelong learning. Most of the faculties teach with the help of ICT facility along with chalk and talk method. In all the semesters learning resources are provided for easy familiarization of students in the college and students are encouraged to use our rich library and reading room.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="http://www.bjvm.ac.in/ssr2023/aqar22/1.1.1.pdf">http://www.bjvm.ac.in/ssr2023/aqar22/1.1.1.pdf</a>

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Academic Calendar is prepared at the beginning of the academic year for both the semesters as per the term schedule provided by university. Academic and co-curricular activities and events are planned for the year, same is uploaded on college website.  
Continuous Internal Evaluation

The college implements Continuous Internal Evaluation (CIE) System

laid down by university as a part of examination reforms. Evaluation is made based on their attendance, presentation, Communication Skill Development Scheme (CSDS), assignments, MCQs and Internal Tests. College follows centralized assessment system for Internal Evaluation Test. Assessment is done based on scheme of marking in all courses. Academic standards and transparency is ensured through showing answer sheets after evaluation to the students.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="http://www.bjvm.ac.in/ssr2023/aqar22/1.1.1.pdf">http://www.bjvm.ac.in/ssr2023/aqar22/1.1.1.pdf</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

03

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 1.2.2 - Number of Add on /Certificate programs offered during the year

#### 1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

07

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

### 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

744

#### 1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

631

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

**Professional Ethics**

Professional ethics is taught to students as a part of their holistic development. Importance for group work and imbibing leadership is being taught. Workplace ethics, ethical practices in marketing, finance and accounting, environmental ethics and business ethics are the part of curriculum through which they learn.

#### Gender Equality

Gender equality and equal opportunity for women are necessary. For maintaining the equality among the staff and students the Women Development Cell and Anti Ragging Cell are taking proactive measures. These committees take utmost care and provide support to girl students and the female staff.

#### Human Rights

Human rights are the basic rights enjoyed by all. We at institute make sure that no violation of human rights takes place. We celebrate 10th December as 'Human Rights Day' to spread awareness of Human Rights and motivate everyone to make the proper use of fundamental rights.

#### Environment Awareness

Environment awareness is inculcated in students. Environment studies course is a part of the curriculum of the institution. The said course includes the units such as, Scope & Nature of

Environment Science, Natural Resources, Eco-System, Biodiversity, Pollution, and Social Issues & Population.

#### Disaster Management

It Provides basic conceptual understanding of disasters and its relationships with development, to understand approaches of Disaster Risk Reduction and the relationship between vulnerability, disasters, disaster prevention and risk reduction.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

02

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

### 1.3.3 - Number of students undertaking project work/field work/ internships

76

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System



<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>B. Any 3 of the above</b>
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File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	<a href="#">View File</a>

<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>
---------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="http://www.bjvm.ac.in/FeedbackForm.php">http://www.bjvm.ac.in/FeedbackForm.php</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of sanctioned seats during the year

836

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

##### 2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

237

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

**2.2 - Catering to Student Diversity**

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The Institution undertakes many efforts to identify and address the needs of both slow and advanced learners. The marks obtained by prospective students at the previous qualifying examination are carefully considered at the time of admission. Students are continually assessed through internal tests, classroom involvement, presentations, assignments, etc. These methods help in identifying both slow and advanced learners. We had identified them based on first internal test result. Throughout the year we had conducted counselling and meetings with the students. Through counselling we had motivated our students to secure rank at the University Examination and many students have secured position in top ten ranks at university examination. Numbers of Webinars are arranged by the institution to develop the skills of the students throughout the year. Study Material is provided to the students. Students were allowed to contact the faculty members virtually if they had any doubt in any subject. Faculty members use a bilingual method in the initial weeks so that the students do not feel left out because many our students come from rural areas and from Gujarati medium schools.

File Description	Documents
Link for additional Information	<a href="http://www.bjvm.ac.in/ssr2023/aqar22/2.3.1.pdf">http://www.bjvm.ac.in/ssr2023/aqar22/2.3.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

**2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)**

Number of Students	Number of Teachers
1794	26

File Description	Documents
Any additional information	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The Institution has endeavoured to create an environment which is conducive to learning. Classrooms are equipped with audio-visual facilities to enable multi-media-based learning. To bridge the gap between theory and practical exposure/experiential learning Industrial Visits, Study Tours & Bank Visits are organized to supplement theory curriculum. All these ensure students life-long learning and knowledge management. Third Year BBA students must undertake a Comprehensive Project as a part of curriculum. Faculties guide the students through various stages and facilitate successful completion of the Project by submitting the computerized report. During NSS camp economic survey is conducted by NSS volunteers. To inculcate the philosophy of cooperation we arrange cooperative study programmes for the students. Faculties are trained by arranging "Teachers training program under effective teaching Pedagogy". Teaching-Learning pedagogy uses a judicious blend of chalk & talk and multi-media. Faculty members employ the conventional lecture method as the main mode of teaching, as it permits an in-depth exposition of the syllabi. Teaching and learning pedagogy include group discussion, classroom presentations, case-study, debates, quizzes, supporting lectures by industry experts and many other activities that make classrooms a collaborative space of learning and creation. Students independently conduct co-curricular and extracurricular activities from conceptualization to execution. This develops qualities of leadership, problem solving and teamwork among them, which are some of the important lessons in life.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://www.bjvm.ac.in/ssr2023/aqar22/2.3.1.pdf">http://www.bjvm.ac.in/ssr2023/aqar22/2.3.1.pdf</a>

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Our campus is Wi-Fi enabled which facilitate ICT access to all students and faculty members. 8 classrooms are equipped with audio-visual facilities to enable multi-media-based learning. Teachers use social media platforms like WhatsApp and Telegram to connect with the students individually and in groups beyond the classroom for giving extra information, conducting webinars and other extracurricular activities. and support to students. Students submit their assignments online this year. The institutes have computer lab with liberal access for students. Students are encouraged to prepare presentations, assignments and project using MSWord, MS Power point, MS Excel, and other ICT tools. Online modes like Email, WhatsApp, and Telegram are used to collect assignments, conduct tests as well as for sharing notes, practice questions and other e-resources. The Institution has endeavored to create an environment which is conducive to learning. Our campus is Wi-fi enabled which facilitate ICT access to all students and faculty members. Majority of the class-rooms are equipped with audio-visual facilities to enable multi-media-based learning. Institution is well equipped with Multi-media, Computer Lab, Language Laboratory, Smart Classrooms and Wi-Fi connectivity. Inflibnet facility is provided to all the students and teachers for E-resources.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="http://www.bjvm.ac.in/ssr2023/aqar22/2.3.1.pdf">http://www.bjvm.ac.in/ssr2023/aqar22/2.3.1.pdf</a>

**2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )**

**2.3.3.1 - Number of mentors**

26

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

### 2.4.1 - Number of full time teachers against sanctioned posts during the year

26

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

### 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

#### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

13

File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

### 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

#### 2.4.3.1 - Total experience of full-time teachers

26

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Our institution is affiliated to Sardar Patel University (SPU), so continuous internal evaluation is followed as per the University norms. In order to ensure rigor and transparency in the internal assessment, the examination committee is formed internally. Fixed durations of time are specified for the Internal Semester Assessment (ISA) which are conducted in two different modes one which is a written test (15 marks) with MCQ (05) while the other is an assignment (05) and attendance (05). Schedules for paper setting are decided by the examination coordinators of BCOM, BBA and M.COM and strictly adhered to. An Arrear Examination is conducted to enable students to appear, if they fail to appear in internal examination due to unavoidable circumstances. The faculties have to submit answer key and scheme of marking at the time of submitting question paper to the examination coordinator. Central assessment of the Internal Examination is held. The data pertaining to the scores are cross-checked by faculty for accuracy and entered into a computerized database. The Committee keeps track of the attendance of students. They may raise their grievances regarding the marks awarded to them with the examination coordinators (faculty concerned). If there is an improvement in the result, it is rectified soon. External examination and assessments are conducted by university. SPU appoint Convenor, Moderator, Paper setter and Examiner. Senior faculties are appointed as a Center Coordinator for Central Assessment Process.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://www.bjvm.ac.in/ssr2023/aqar22/2.5.1.pdf">http://www.bjvm.ac.in/ssr2023/aqar22/2.5.1.pdf</a>

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Institute has a robust mechanism to ensure that the process assessment is transparent, efficient and in the best interest of students. The institute has Programme Coordinators and Examination Committee, which undertakes necessary measures to ensure objectivity and transparency in the process. Notifications are displayed on the college WhatsApp group and on institute notice boards to communicate information related to internal exam and assessment to students. Answer scripts of internal tests with scheme of marking are submitted by the teachers and discussed with students after evaluation. They may raise their grievances regarding the marks awarded to them with the faculty concerned. In cases if students' grievances are not addressed satisfactorily students are free to approach their subject teacher-in-charge within 3 days for Redressal. The final internal assessment is verified and signed by the students and then it is uploaded on the University Portal.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://www.bjvm.ac.in/ssr2023/aqar22/2.5.1.pdf">http://www.bjvm.ac.in/ssr2023/aqar22/2.5.1.pdf</a>

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Programme outcomes encompasses a broad spectrum of knowledge, skills, abilities and attitudes that students acquire during the pursuit of graduate and post-graduate programmes. Institute offers two programmes BCom. and BBA, each of them with unique and well-defined outcomes. The specific learning outcomes of various courses are built into the curriculum of each discipline and are available on the University website. However, college also have some common outcomes that are summarized here: • Institute has

created an ecosystem for learning beyond the classroom and through numerous other co-curricular and extracurricular activities. Students are taught to identify, formulate and analyse real life problems, design and develop solutions and reach valid conclusions using basic principles of their subjects. • Enhancing their communication skills allow them to exchange ideas, thoughts, knowledge and information effectively in the language of their choice. Mechanism of communication of Programme and Course Outcomes: The Institute has well-designed and effective mechanisms to communicate programme and course outcomes to all stakeholders, which are: • Fresh applicants can get the requisite information from the Institute's website, the Admission Committee, Counselling Cell and Students' Help Desk. • Students are provided opportunities to interact with senior students and alumni to learn from their experiences and career paths, so that they are encouraged and motivated to sketch similar roadmaps for their own future.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://www.bjvm.ac.in/ssr2023/aqar22/2.6.1.pdf">http://www.bjvm.ac.in/ssr2023/aqar22/2.6.1.pdf</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The POs, PSOs and COs of the relevant courses of the College are assessed through direct and indirect methods. Direct Method: • In direct assessment, the course outcome is assessed through internal examinations and a final examination at the end of the semester. • The questions for the internal examinations are framed in line with course outcomes and the attainment is assessed from the answer scripts. The results of the final examinations are used to measure their attainment of POs and COs. • The overall Course Outcome is calculated by taking the average of percentage attainment of internal assessment and final examination. Computing all COs attainment enables the assessment of POs attainment. Indirect Method: • The indirect method of assessment is done through feedback collected from the outgoing students at the end of the course. • The suggestions and recommendations regarding corrective measures towards the improvement of programme outcomes are communicated to the University through board meetings.



Proportional weightage is given to every portion in a paper as the questions asked in internal exams and assignments are mostly aligned with the Course Outcome of the respective subject. • The college has the following mechanism to analyze data on the student performance and learning outcomes to use it for planning and overcoming barriers of learning: 1. Result analysis, 2. Student Counselling, 3. Identification of slow and advance learners, 4. Feedback mechanism and action-taken report

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://www.bjvm.ac.in/ssr2023/aqar22/2.6.1.pdf">http://www.bjvm.ac.in/ssr2023/aqar22/2.6.1.pdf</a>

### 2.6.3 - Pass percentage of Students during the year

#### 2.6.3.1 - Total number of final year students who passed the university examination during the year

462

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="http://www.bjvm.ac.in/ssr2023/aqar22/2.6.2.pdf">http://www.bjvm.ac.in/ssr2023/aqar22/2.6.2.pdf</a>

### 2.7 - Student Satisfaction Survey

#### 2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<http://www.bjvm.ac.in/IOAC.php>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

##### 3.1.1 - Grants received from Government and non-governmental agencies for research

**projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year****3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

0

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

**3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year****3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

08

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards

#### 3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

##### 3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

03

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

##### 3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

10

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The college has an active NSS, NCC and Women Cell to sensitize the students to social issues, sustainable development and to make them aware about the social responsibility. There are two NSS &

two NCC Units. NSS carries out various extension activities in neighbourhood community and adopted village. These extension activities develop the strong sense of social service among the students for the betterment of the society and nation. The students are encouraged to participate in various community development programs to develop their personality.

Leadership, comradeship, self-discipline, a secular outlook, the spirit of adventure and ideals of selfless service are nurtured among NCC students.

Women cell of the college organizes various activities to provide a safe environment to the girl students and Female staff members so that they can explore their capabilities to the fullest and focus towards their progress and development.

NSS Volunteers provided their services to Voluntary Nature Conservancy, Vallabh Vidyanagar.

The major activities/programme in these areas are provided in additional information.

#### Impact

The social engagements through extension activities have created an impact on community related to literacy, community health, well-being, women empowerment, environmental sustainability, and social welfare. Involvement in extension activities nurtures holistic development and moulds integrated personalities of the students.

Through awareness Programme our students get motivated to provide their services in their nearby communities.

File Description	Documents
Paste link for additional information	<a href="http://www.bjvm.ac.in/ssr2023/aqar22/3.4.1.pdf">http://www.bjvm.ac.in/ssr2023/aqar22/3.4.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

### **3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**

#### **3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year**

08

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

**3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year**

**3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

14

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**

**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

1920

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**3.4 - Collaboration****3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

12

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year****3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year**

12

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

**INFRASTRUCTURE AND LEARNING RESOURCES****4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Our college has a well-maintained campus spread over 2.224 acres green land with varieties of plants and trees including rare trees like Nag Champa (Cannonball Tree), Calabash etc. There is a lot of encouragement for the students to participate in sports and Cultural activities simultaneously and thus they are awarded and rewarded for their achievements. The college has following

## Infrastructure and physical facilities

### Classrooms

- 19 Classrooms are ICT enabled (LAN facilities) & 8 of them
- equipped with Multimedia.
- 6 Classrooms have audio facilities.
- Classrooms are well-ventilated, spacious, and equipped with
- black and white boards with adequate furniture.

### Computer Lab

A well-equipped computer center provides all the required software and hardware along with internet connectivity for students to work efficiently and effectively. The Computer Lab has 50 computers with LAN, Multimedia and Internet facility.

### Communication Skills Lab

This Communication Skills Lab is equipped with master console, microphone, headphone, computer, multimedia, internet and audiovisual aids to facilitate effective listening, speaking and reading skills for the development of students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.bjvm.ac.in/ssr2023/aqar22/4.1.1.pdf">http://www.bjvm.ac.in/ssr2023/aqar22/4.1.1.pdf</a>

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Along with academic development of the student, the college takes care of physical fitness. The Physical Instructor conducts intercollegiate tournaments and Annual Sports Day every year. Apart from the athletics and individual events, the institution has teams for football, Kho-Kho, Kabaddi, volleyball, Basketball, badminton and handball. Sports Facilities are provided by Managing

Trust: Spacious playground for athletics and outdoor games. • Standard Basketball court and a badminton court. • Cricket ground with matting and pitches. • Separate Room for indoor games like Chess, Carrom and Table tennis. • Sports equipment, kits and

sportswear for the team members. • Fitness centre (Gymnasium) for staff and students. • Moveable rifle shooting training range.

**Yoga:** Yoga Training Program is organized well in advanced for Celebration of International Yoga Day every year. **Cultural:** The cultural committee focus on improving the skills of students under the guidance of faculty in charge. The college organizes cultural events regularly. College also takes part in university Youth Festival every year. College also organizes Musical Morning, Musical Evening (Bhajan Sandhya), Patriotic song competition and celebrations of different days.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.bjvm.ac.in/ssr2023/aqar22/4.1.1.pdf">http://www.bjvm.ac.in/ssr2023/aqar22/4.1.1.pdf</a>

#### 4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

08

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

19

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.bjvm.ac.in/ssr2023/aqar22/4.1.1.pdf">http://www.bjvm.ac.in/ssr2023/aqar22/4.1.1.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

##### 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

80.49



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

### 4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Our college library is one of the biggest and oldest libraries in Vallabh Vidyanagar spread in an area of 3806 sr. ft. The college has library committee to take care of issues related to the library. The library committee plays an important role in deciding the infrastructural requirements of the library, particularly with regard to purchasing of books, journals, magazines, software and providing access of online N-List portal managed by INFLIBNET Gandhinagar. The library is partially automated having total seating capacity of 30 students and 100 students in Reading room. Working hours (on working days) 8:00 am to 3:00 pm. College is planning for fully automation of library by installing RFID in the near future. The college has a good collection of about 40,000 books. Many books, journals and magazines are added every year. The library subscribes 25 magazines, periodical and journals and 8 newspapers. The library is automated with integrated library management software SOUL 2.0 of INFLIBNET to manage and circulate the books to the users. The new books are displayed for few days in the display box. 10 computers with internet are available for student's access. The college is a member of INFLIBNET N-List consortia and provides access to thousands of E-resources. The facilities of book bank is available for the (brilliant students) advanced learner and financially weak students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="http://www.bjvm.ac.in/ssr2023/aqar22/4.2.1.pdf">http://www.bjvm.ac.in/ssr2023/aqar22/4.2.1.pdf</a>

4.2.2 - The institution has subscription for the C. Any 2 of the above

following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

#### 4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

##### 4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0.55

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)

##### 4.2.4.1 - Number of teachers and students using library per day over last one year

34

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

##### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Institution has adequate and latest IT infrastructure. The IT

infrastructure and resources are updated and upgraded continuously as per the requirements with changing technology. The entire Institute is Wi-Fi enabled and all computers are connected through LAN with internet facilities. 8 classrooms are having facilities of ICT. Seminar Hall is renovated and equipped with latest ICT facilities. An internet connectivity of bandwidth of 100 Mbps is provided by Elecon Information Technology Ltd (EITL). Faculty and Students can avail the Wi-Fi facilities during college hours. They can access internet freely through tablet or laptop in the College campus. All the classrooms, office, various cells, computer Lab and communication skills lab are connected with LAN.

Computer Lab is upgraded with branded PC's adequately supported by 100 MBPS leased lines for internet connectivity. It is also upgraded with licensed software and systems. Computer lab is upgraded with ICT facilities. Lab assistants are available to support students and faculty in their queries. The institute has total 102 computers with a configuration of 64 ACER Intel Core i3, 28 Zenith Intel P-IV, 08 Compaq Core to Dual, 03 DELL Intel Core i7 and 03 Laptop, 01 Notebook are available.

Internet, learning Platforms, Computers -

PCs available in Computer Lab: 50

PCs available to Faculty Lounge: 02

PCs available in Administrative Office: 06

PCs available in Library: 13

PCs available in Reading Room: 12

PCs available in IQAC: 03

PCs available in Principal office: 01

PCs available in M.COM Coordinator Office: 02

PCs available in various cells: 08

Laptop available: 03

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.bjvm.ac.in/ssr2023/aqar22/4.3.1.pdf">http://www.bjvm.ac.in/ssr2023/aqar22/4.3.1.pdf</a>

#### 4.3.2 - Number of Computers

102

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

##### 4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

55.17

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college has established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, computers, classrooms etc.

Response: Purchase and Maintenance procedure is regulated by our Trust Charutar Vidya Mandal. Library: Library is partially computerized & it is equipped with SOUL 2.0 software. Any issues/problems regarding software package we call them for service. They provide us quick service by online or by physically. Pest control is done in library regularly for preserving books safe from termites and Silverfish. fire extinguishers are kept in library for fire emergencies. Electricity & Physical facilities: Electricity and physical facilities related maintenance is taken care by the Estate Department of Managing Trust regularly as per requirements. College has various equipment like, 3 photocopier machines, printers, fire extinguishers, CCTV cameras, Audio system, Digital Camera, Inverter, etc. Academic, IT Facility and support facilities: The maintenance contract of the IT equipment is given to Tech Elecon Engineering Ltd, V V Nagar.

Class rooms:

The Class rooms are kept neat and clean by our college sweepers. Copy of Contracts Expenditure statements Purchase and Maintenance are regulated by our trust Charutar Vidya Mandal. Sports Facility: Physical Instructor monitor the maintenance of Sports Facilities. The equipment in Indoor and Outdoor Gymnasium are regularly serviced and purchase new ones whenever required. Security Services The maintenance of security services has been outsourced.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.bjvm.ac.in/AQAR/2023/Criterion4/4.4/4.4.1/7.pdf">http://www.bjvm.ac.in/AQAR/2023/Criterion4/4.4/4.4.1/7.pdf</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

615

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

##### 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

77

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

**A. All of the above**

File Description	Documents
Link to institutional website	<a href="http://www.bjvm.ac.in/ssr2023/agar22/5.1.2.pdf">http://www.bjvm.ac.in/ssr2023/agar22/5.1.2.pdf</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

**614**

**5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

**614**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent**

**A. All of the above**

**mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

170

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 5.2.2 - Number of students progressing to higher education during the year

#### 5.2.2.1 - Number of outgoing student progression to higher education

122



File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

**5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**

**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

02

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**5.3 - Student Participation and Activities**

**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year**

**5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

80

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

The College has a policy for the active participation of the students in the various academic, administrative, co-curricular and extracurricular activities. Selection Policy: Selection of General Secretary and Class representatives are based on merit. The entire procedure is executed as under: - Highly meritorious students on their merit and interest are invited to the student council. - The selection of GS is purely based on merit, interest and willingness. - After the selection of GS, meritorious students from each class are called for the post of Class Representatives. - In our college, student council is known as Students' Central Committee. The principal heads the Council and a member of the Staff monitors the activities as the Vice President. Student and institution centric issues are discussed in the council and decisions are taken accordingly. Representation of students on various academic and administrative bodies/committees of the institution

- Discipline committee- The discipline committee helps to maintain overall discipline of college.
- Class representatives- The class representatives ensure

the discipline and order of their concerned classes as well as look into classroom cleanliness and physical facilities.

- Library Committee- The committee looks into care and maintenance of library facilities for the students.
- Grievance Redressal Committee- consisting of General Secretary in presence of Vice President and the President open the suggestion /grievance box and discuss, redress complains, take note of suggestions by maintaining a register.

File Description	Documents
Paste link for additional information	<a href="http://www.bjvm.ac.in/ssr2023/aqar22/5.3.2.pdf">http://www.bjvm.ac.in/ssr2023/aqar22/5.3.2.pdf</a>
Upload any additional information	<a href="#">View File</a>

**5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**

**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

627

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

#### 5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

BJVM had informal Alumni Association up to last year. BJVM Alumni Association was registered on 08/01/2021. All the alumni can register themselves online through registration link (<https://alumni.bjvm.ac.in/>) provided on the BJVM Alumni Association Portal of college website. BJVM Alumni Association have good revenue through alumni funding which is divided under three heads -BJVM college Endowment Fund, BJVM Free ship/Scholarship End. Fund & BJVM Alumni Association Fund. It acts as a bridge between the former students, current students and stakeholders. It aims at making our alumni participate in the institutional activities and contribute to the growth and development of the college The Alumni, as integral part of the institution, plays a vital role in carrying out various activities by imparting valuable feedback on the overall functioning of the institution from time to time which contributes a great deal in assessing the quality of the institution. Some of the alumnus (interested in academics) after completing their post graduate studies and doctoral degrees have come back to the institution in the capacity as Principal, Lecturers and contributing immensely for the wellbeing of the institution and student community. Alumni Association is very active in our Institute as it plays different roles in different level and in different capacities.

File Description	Documents
Paste link for additional information	<a href="http://www.bjvm.ac.in/ssr2023/agar22/5.4.1.pdf">http://www.bjvm.ac.in/ssr2023/agar22/5.4.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

A. ? 5Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

**Vision:** "To add significantly to our enduing civilization tradition of pioneering excellence in learning, knowledge, enlightenment and self-realization, in universally relevant context".

**Mission:** To dedicate ourselves to perpetuate our founder's vision of providing the infrastructure facilities, operating conditions and overall environment conducive to the education of young scholars, along with the derived physical, mental and character.

**building inputs:** to firmly renew our commitment of providing value added, globally relevant education with an emphasis on the Techno-Management domain to ensure that our scholars fruitfully exercise their knowledge, skills and values in the global perspective.

**Goals and Objectives:**

- To create and nourish a stimulating learning environment that ensures a globally relevant education based on eternal human values.
- To forge and reward excellence in the curricular as well as extra-curricular sectors so as to ensure the scholars' global competitiveness.
- To tap, nurture and unleash the innovative entrepreneurial abilities of scholars and thereby ensuring lifelong socio-economic value- addition.

File Description	Documents
Paste link for additional information	<a href="http://www.bjvm.ac.in/ssr2023/agar22/6.1.1.pdf">http://www.bjvm.ac.in/ssr2023/agar22/6.1.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

#### Decentralization

The Governing authorities of the Charutar Vidya Mandal take the lead in the governance and management of institution. Managerial Body along with the principal support day to day functioning of the institution's administration. The college practices decentralization and participating management by constituting institution level committee and assigning work to different committee members. Each committee is headed by convener and few members under the chairmanship of the principal. The principal, IQAC Coordinator, IQAC Co-coordinator, programme coordinator of B.COM and BBA and faculty incharge implement the plan and policy together. The student's representatives are also nominated to carry out the co-curricular and extra-curricular activities.

#### Participative Management

The institution always follows and promotes a culture of participative management. We can say this because the most important decisions are mostly taken jointly by the Principal, IQAC coordinator and IQAC co- coordinator and the coordinators of B.COM / BBA. Vice president is appointed at the beginning of the year every year. Then student council is formed on the basis of merit like General Secretary, Fine Arts Secretary, Sports Secretary, Debate Secretary, Ladies Representative and Class Representative, etc. Activities of NSS, NCC, Sports, celebrating of various festivals, Annual Day, Cultural Programme, etc. are carried out by the in-charge faculty members and student council. Students are entrusted with the responsibility of maintaining discipline in the college during the events. Their suggestions are also taken into consideration.

File Description	Documents
Paste link for additional information	<a href="http://www.bjvm.ac.in/ssr2023/agar22/6.1.1.pdf">http://www.bjvm.ac.in/ssr2023/agar22/6.1.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Governing body in consultation with Principal develops mechanisms, establishes and enforces rules for the proper management of the institution so that plans for desired results are developed and put into action with the active participation of all stakeholders.

The system of governance is as follows

#### Administrative Setup

The tasks of planning and supervision of the execution of annual academic plans, co-curricular and extra-curricular activities are performed by the Principal in consultation with the staff members of the college.

#### Appointment, Service Rules & Procedures

As the college is grant in aid college, it follows all the service rules and procedures for recruitment and promotion as per the guidelines issued by the Department of Higher Education, Government of Gujarat. All the permanent employees are appointed as per UGC and Government of Gujarat norms. In case where Government does not give NOC to recruit permanent employees, the management recruits full time / part time / adhoc employees as per requirement.

#### Promotional Policies

The institution follows UGC and Government of Gujarat norms for promotions.

Our college strategic/ perspective plan is effectively deployed. The institute's quality policy is well conveyed from its vision

and mission statements. Strategic plan and action plan are designed in such a manner that this quality policy is driven and deployed during every process.

College had prepared Strategic plan and deployed accordingly.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.bjvm.ac.in/ssr2023/agar22/6.2.1.pdf">http://www.bjvm.ac.in/ssr2023/agar22/6.2.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Our college is managed by Charutar Vidya Mandal, which has its governing body to take care of various educational institutions. The key components of organogram of the college and governing body (CVM) Principal, IQAC Coordinators, Programme Coordinators, Teaching and Non-Teaching Staff and support of all stakeholders in pursuit of common objective. It reviews the institutional strategic plan which in turn sets the academic aims and objectives of the institution.

The policy making decisions are made at appropriate levels in the organizational hierarchy. As per the UGC, State Government and governing body appointment, service rules, code of conduct and discipline are followed. Many academic and administrative as well as co-curricular and extracurricular committees are formed by the principal to execute the work plan. All the permanent employees are appointed as per UGC and Government of Gujarat norms and other employees are appointed as per CVM norms.

All the employees are bound to follow the service rules according to the UGC and Government of Gujarat norms. Institution working hours are set according to UGC and Government of Gujarat norms. The teaching and non-teaching staff have been benefited by GPF, EPF [self-finance] Casual Leaves, Earned Leaves, Medical Leaves and Maternity leave etc., Recruitments are taken place according to the norms of the University, UGC and Government of Gujarat.

File Description	Documents
Paste link for additional information	<a href="http://www.bjvm.ac.in/ssr2023/aqar22/6.2.1.pdf">http://www.bjvm.ac.in/ssr2023/aqar22/6.2.1.pdf</a>
Link to Organogram of the Institution webpage	<a href="http://www.bjvm.ac.in/AQAR/2022aqar/Criterion6/6.2/6.2.1/2.pdf">http://www.bjvm.ac.in/AQAR/2022aqar/Criterion6/6.2/6.2.1/2.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

## 6.3 - Faculty Empowerment Strategies

### 6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

The various welfare measures for teaching and non-teaching staff are as follows

#### Leave Benefits (As per Government rules)

- 12 days of casual leave provided to both teaching and nonteaching staff.
- 20 half-pay leave can be availed by the permanent teaching staff after completing one year of service.
- Female teaching and non-teaching staff can avail a Maternity Leave of 180 days as per Government rules.
- Male teaching and non-teaching staff can avail Paternity Leave of 15 days.
- Duty leaves to teaching staff to participate and present



papers and to the non-teaching staff for participation in Conference/ Seminars/ Workshops/ FDP, etc.

#### Retirement Benefits (As per the Government Rules)

1. General Provident Fund (GPF)
2. Gratuity
3. National Pension Scheme (NPS)
4. Encashment of Earned Leave
5. Medical Benefits
6. CVM Health Center, SPU Health Center, Ayurvedic Clinic and Hospital.
7. Doctor and basic medical consultation are available in campus by CVM.

#### Welfare Facilities

1. Staff Quarters
2. Canteen
3. Parking
4. Clean drinking water
5. Uniform for Peons

#### ICT Facilities

1. Wi-Fi enabled Campus
2. Computer Lab
3. Laptop/Desktop

#### For Physical and Emotional Wellbeing

1. Gymnasium/Fitness Centre
2. Play Ground (Shastri ground)
3. Sports activities and games held during Sports Day for both teaching and non-teaching staff.

File Description	Documents
Paste link for additional information	<a href="http://www.bjvm.ac.in/ssr2023/aqar22/6.3.1.pdf">http://www.bjvm.ac.in/ssr2023/aqar22/6.3.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

#### 6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

**6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year****6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

00

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)****6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

06

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

### 6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Performance Appraisal System for Teaching Staff Teacher as a person and teacher as a performer is assessed impartially. Each teaching faculty is evaluated in terms of his/her implementation of innovative methodology in class room lectures, seminars, tutorials, question paper setting, evaluation, updating study material, etc. Performance of faculty is also evaluated in terms of professional contribution to academics, short term training courses, invigilator duties, college administration such academic and administrative activities are needed to improve and upgrade their knowledge through their participation and presentation in seminar, conferences, workshops, research publications, awards, honours, fellowships, etc. Performance Appraisal System for Non - Teaching Staff Performance Appraisal forms are being filled in by non - teaching staff every year. The College evaluates their performance. Such appraisal is absolutely free from any fear, favour or prejudice.

File Description	Documents
Paste link for additional information	<a href="http://www.bjvm.ac.in/ssr2023/aqar22/6.3.1.pdf">http://www.bjvm.ac.in/ssr2023/aqar22/6.3.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

BJVM is a Grant in Aid college. College ensures optimal utilization of financial requirement for academic, administrative activities. Sources of funds from Government We receive financial assistance from Government of Gujarat, UGC, KCG, NAAC and University under the various schemes. Sources of funds from non-Government We receive funds from Fees, Alumni, Philanthropists and specially from Charutar Vidya Mandal as and when required. Procedures of optimal utilization of resources

The management reviews all the financial activities through scrutiny of budgets and expenses every year. The funds are raised and utilized in an effective manner.

1. College budget is prepared every year taking into consideration the recurring and non-recurring expenditure.

1. Financial resources are monitored and utilized by the
2. management, principal, accountant and various committees.
3. Charutar Vidya Mandal looks after maintenance, renovation
4. and requisite facilities in the college.

1. The payment is released after complete execution of order.
2. Financial audit is conducted regularly

#### Financial Audits

Regular Internal and External Audit from the chartered Accountant are conducted to make sure the mobilization of resources is being done properly.

Internal Audit is conducted twice in a year by C.A. firm, RSM Astatue Consulting Pvt. Ltd., Surat. The external audit also conducted by C.A. firm, Apaji Amin & Co. LLP - Ahmedabad. In case of any audit objections, written clarification along with supporting documents, vouchers, bills, receipts and certificates are submitted to the audit team. Expenses incurred or funds utilized are justified appropriately.

File Description	Documents
Paste link for additional information	<a href="http://www.bjvm.ac.in/ssr2023/aqar22/6.4.1.pdf">http://www.bjvm.ac.in/ssr2023/aqar22/6.4.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

### 6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

BJVM is a Grant in Aid Institute. It has a well-defined financial policy which ensures optimal utilization of finances for academic, administrative and research activities. Apart from the tuition fee, the resource mobilization is mainly done through • Library Fees • Maintenance Grant • T. C. Fees • Funds from State Government education department for finishing school, Placement • Funds from University for NSS The management reviews all the financial activities through scrutiny of budgets and expenses every year. Through centralized purchase the funds are monitored and utilized in an effective manner. • Institutional budget is prepared by principal every year taking financial resources are available through state government, UGC and various fees from students which are utilized and monitored by the top management, principal, accountant and different committees. • Funds for garden maintenance and infrastructure is provided by Charutar Vidya Mandal. • Institute adheres to utilization of budget approved for academic expenses and administrative expenses by management. • The payment is released after delivery of the respective goods it is done as per the terms and conditions mentioned in purchase order. • All transactions have transparency through bills and vouchers. The bill payments are passed after testing and verification of items. Only authorized person operates the transaction through banks. • Financial audit is conducted by chartered account on every financial year to verify the compliance. Financial audit by trust, Higher education and AG audit are also conducted.

File Description	Documents
Paste link for additional information	<a href="http://www.bjvm.ac.in/ssr2023/aqar22/6.4.1.pdf">http://www.bjvm.ac.in/ssr2023/aqar22/6.4.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The College IQAC ensures the effective implementation of quality initiatives for academic and administrative qualitative activities and continuous implementation of teaching and learning process through continuous reviews and periodic meetings. The Management, teachers, non-teaching staff, students, parents and alumni are oriented about NAAC and the working of IQAC at specific intervals. The action is being made based on the discussions and the financial part is taken care of by the management. The academic committee of the management and the college staff help the IQAC in formulating and achieving academic goals from time to time. IQAC works to attain overall development and improvement.

### Functions of IQAC

1. Development and application of quality benchmarks with consistent work for various academic and administrative activities of the institution.
2. Maintain Institutional Quality for sustainable position in education.
3. Creating a student-centric teaching-learning environment.
4. Documentation of the various programmes / activities leading to quality improvements.
5. Organizing various conference, workshop, FDP & seminars for the quality education.
6. Dissemination of information on the various quality parameters of higher education.
7. Ensuring the adequacy, maintenance and functioning of the support structure.
8. Optimization and integration of modern methods of teaching, learning and evaluation.
9. Preparing accurate reports for NAAC.
10. Preparing & submitting one of the most important - Annual Quality Assurance Report (AQAR) as per the guidelines from

the NAAC.

File Description	Documents
Paste link for additional information	<a href="http://www.bjvm.ac.in/ssr2023/aqar22/6.5.1.pdf">http://www.bjvm.ac.in/ssr2023/aqar22/6.5.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

IQAC of our college is performing many important functions for the betterment of the institution like participation in AISHE, GSIRF ranking, NIRF ranking, Knowledge repository, Parents meeting, Online Webinars, Personality Development Programmes, Faculty Development Programmes, Teachers Training Feedback from various stakeholders and continuous follow - up of Teaching Learning process. IQAC Of the college is always working towards the quality assurance in the institution with the following Goals.

1. To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
2. To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.
3. To encourage faculties to contribute in research activities.

#### Knowledge Repository

This is one of the unique practices that include use of ICT in teaching learning process. Faculties at college upload their material, videos, content regarding syllabus on college website. From here students can download it any time. It provides students an opportunity to study from anywhere as in the era of technology, knowledge is just a one click away.

#### MoUs

Our college has signed MoUs with Institutions, Industries and NGOs. All MoUs are functional.

File Description	Documents
Paste link for additional information	<a href="http://www.bjvm.ac.in/ssr2023/aqar22/6.5.2.pdf">http://www.bjvm.ac.in/ssr2023/aqar22/6.5.2.pdf</a>
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	<a href="http://www.bjvm.ac.in/ssr2023/aqar22/6.5.2.pdf">http://www.bjvm.ac.in/ssr2023/aqar22/6.5.2.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Gender equality & sensitization in curricular and co-curricular activities indicates that female and male learner is treated equally with any discrimination. BJVM provides equal opportunities to all individuals irrespective of gender, race, caste, colour, creed, language, religion, political or other opinion, national or social origin, property, birth or other status. For this purpose, the institute has setup women cell with an objective of creating the awareness about gender issues from the feedback of parents and stakeholders. BJVM has become a favourite destination of parents for



education of their female wards. Following are facilities regarding Gender equity sensitivity: Safety and Security: • Security guards and Security checkpoints at all campus entries and exits. • Extensive surveillance network (CCTV cameras). • Separate hostels for men and women with dedicated wardens. • Awareness campaigns on women safety and gender sensitivity through guest talks and student's seminar. Counselling: • Through counselling, students are given advice on how to manage and deal with emotional conflict and personal problems. • Grievance Redressal Committees for staff and students. • Appointment of CR (class representative) LR (Ladies representatives) in the student Council. Common Rooms: Common rooms for girls are made near principal office with all basic facilities needed for girl's student. Other Initiatives: BJVM develops social interaction and healthy recreation in the atmosphere of formal education Additional Initiative includes ensures active participation of students in cocurricular activities includes NCC, NSS Sports and Games.

File Description	Documents
Annual gender sensitization action plan	<a href="http://www.bjvm.ac.in/ssr2023/aqar22/7.1.1.pdf">http://www.bjvm.ac.in/ssr2023/aqar22/7.1.1.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="http://www.bjvm.ac.in/ssr2023/aqar22/7.1.1.pdf">http://www.bjvm.ac.in/ssr2023/aqar22/7.1.1.pdf</a>

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management**

The college is sensitive enough towards the creation of healthy & clean environment by taking enough care of various wastement programmes. The college has vast green belt area so dry leaves and branches are the solid waste that is disposed with the help of Municipal Bureau. Such green waste is collected at one place at proper interval the municipal van comes, take it and it is properly disposed. Liquid waste is managed by the proper drainage system. Since ours is Commerce and Management institute so there is no issue of biomedical waste. For the E-waste and paper waste clear guidelines are given by the authorities of Charutar Vidya Mandal and they are submitted to the appointed agencies. Charutar Vidya Mandal NSS Unit organized one workshop for E-waste in which College NSS programme officers and NSS volunteers took part and E-waste collection bins were given. Plastic is strictly prohibited in the college premises. In all the class rooms and at different places dustbins are placed and it helps in maintaining cleanliness in the college premises.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="http://www.bjvm.ac.in/ssr2023/agar22/7.1.3.pdf">http://www.bjvm.ac.in/ssr2023/agar22/7.1.3.pdf</a>
Any other relevant information	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

**B. Any 3 of the above**

<p><b>1.Restricted entry of automobiles</b>  <b>2.Use of Bicycles/ Battery powered vehicles</b>  <b>3.Pedestrian Friendly pathways</b>  <b>4.Ban on use of Plastic</b>  <b>5.landscaping with trees and plants</b></p>	
File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</b>	<b>A. Any 4 or all of the above</b>
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>
<p><b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment</b>  <b>5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b></p>	<b>B. Any 3 of the above</b>

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Every day the college starts with Sarva Dharma Prathna (prayer). The guidelines are very much clear by the Sardar Patel University and Charutar Vidya Mandal for admitting the students from different sects of the Society. Equal rights are offered to them, no discrimination is practiced so far as their language, dress, culture, and religion concerned. For socio-economic balance special cell of SC/ST is formed and Equal Opportunity is given. SC/ST cell also organized different activities. During the induction programme for the new students, they are given information regarding such cell, activities and various scholarships available for them. Throughout the year different activities are conducted and anybody can participate in these activities. Many students are from rural background but the inclusive environment that exists doesn't allow them to feel uncomfortable. Even during cultural events they prepare and perform their dance (dangi & adivasi). Right from the very first day, during the induction programme the policy of the institute is clarified and lessons of tolerance and harmony are taught to them. Equal respect, treatment is given to them so, that they never feel bad about their background and social status.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Our aim is to provide quality education for overall growth of students. Sensitizing students on our constitutional rights, values, duties and responsibilities is one of the primary educations given at the institute through various means. Being responsible academic institution, we have realized and accepted our duties towards nation by preparing the next generation - our students. In order to inculcate awareness, values, rights towards duties and responsibilities of citizens throughout the year various programmes are organized and conducted and here only we provide platform to the students to prepare them as responsible citizens of India. The active involvement of the faculties motivates the students. All the faculties, principal, the IQAC Team, NSS Unit, NCC & Sports become one unit and perform our duties and sensitive the students about the crucial issues of the nation at large and their duties, responsibilities towards the country Celebration of National Days: Every Year Institute celebrates Republic Day, Gujarat Day and Independence Day on January 26, May 01 and August 15 respectively. The celebration is attended by Students, Teaching and Non-teaching Staff, Invitees, guests. Flag hosting with National anthem and oath of national integrity followed by distribution of sweets is the regular decorum of the programme. Induction of the students on values, rights, duties and responsibilities Students are made aware about the code of ethics, human values, rights, duties and responsibilities as a citizen of India during induction as well as other programmes throughout year.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for**

**D. Any 1 of the above**

students, teachers, administrators and other staff  
**4. Annual awareness programmes on Code of Conduct are organized**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Right from the beginning of the academic year the college plans to organize various national and international commemorative days, events and festivals. By organizing such events the organizers want the students to realize the importance of such days, events and significance and festivals and how they had contributed in and built up the nation what we see now a days. BJVM NSS Unit is very active in organizing the programs and also took part in such activities outside the college organized by other institutes. There by students and faculties (NSS Pos). NSS Volunteers get chance to know other institutes and their activities. This exposure helps them to evolve to another level. During the year activities related to environment, unity and celebration of freedom are conducted. More importance is given to activities centering Gandhji. This would definitely help the participants to be aware about the National Hero Gandhiji and his contribution and relevance even after years of independence. Such celebrations would help the participants to get new directions to think and work. Activities would mould the participants into responsible citizens of the nation.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

### Best Practice - I

#### 1. Title of the Practice: Effective Governance through Student's Council

For the last 72 years, BJVM is administering and advocating democratic values to mold the students' personality. During the initial years, students' council was formed through election. To avoid clash and conflict, college started forming the Students' Council based on merit without gender bias. The principal of the college is the President of the Students' Council by virtue of post. The Vice President of it is one of the faculty members of the college Vice president on the basis of merit prepares list of meritorious students.

### Best Practice - II

#### 1. Title of the Practice: My Campus, Clean Campus, Green Campus

To create, promote and combine education with sustainable and eco-friendly consciousness.

To protect and conserve ecological systems within the campus.  
General cleanliness of the campus.

Regular maintenance of the campus.

BJVM, being CVM's oldest college, started this environment friendly practice- "My Campus, Clean Campus, Green Campus" to promote Environment Management in the organization, aware the students about concerns of environment and sustainability, secure

the environment and cut down the threats posed to health. BJVM Campus has the rarest of the rare trees.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The distinctiveness of college has been explicated through the empirical learning endeavours prevalent in the institution as students learn by doing and engaging themselves in hand-on activities, leading to their overall development. Students are exposed to a good number of Skill Development Programs. Finishing School provides a platform where students are trained to become high quality professionals. Students are boosted with self-confidence to face interviews, group discussions and debates. Students learn basic etiquettes to be followed by a

professional. Confidence Building Training has been provided to equip students to face interviews and future obstacles in their life. Students are finely polished by various sessions on Personality Development, Communication Skills and Enrichment lectures.

#### Practice

In the process of experiential education through community engagement, students link personal and social development with academic and cognitive development. It helps students in melding responsible citizens with empathy to work towards the society and provide community service.

Normal activities are done by all but for Nation building to mold the social cohesiveness and moral responsibilities, students are engaged in NCC & NSS. Our students had not only worked for the society during natural calamity, but during Pandemic and in adverse situation also tirelessly they work for community.



File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

The College IQAC has identified the broad objectives which the college should strive to achieve during the next academic year which are enumerated as under-

- To be able to enhance the Brand Equity of the college, which it has created for itself into not only Anand district but at State and National Level.
- To create an enabling environment for holistic development of students, faculty and support staff.
- To facilitate continuous upgradation and updating of knowledge and use of ICT, by faculty and students.
- To fulfil its social obligations, in the manner of providing formal and informal education, dissemination of knowledge, organising programmes and activities for the benefit of the community and other stakeholders.
- To create awareness and initiate measure for protecting and promoting environment.
- To encourage and facilitate Research Culture, to promote research by students and faculty and consultancy by Faculty.

#### INSTITUTION

To revise the Vision and Mission of the college, where necessary, to align with the aforesaid objectives.

- To continuously innovate, introduce new courses and remain relevant to the changing needs of the stakeholders.
- To organize and monitor Quality Assurance and Quality Enhancement activities of the institution.
- To implement suggestions made by the NAAC Re-Accreditation Committee.