

The Annual Quality Assurance Report (AQAR) of the IQAC
(For Affiliated/Constituent Colleges)

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year 2018-2019.*

Part – A

Data of the Institution

(data may be captured from IIQA)

1. Name of the Institution : Bhikhabhai Jivabhai Vanijya Mahavidyalaya

- Name of the Head of the institution : Dr. Ketaki Sheth
- Designation : Principal
- Does the institution function from own campus: : Yes
- Phone no./Alternate phone no. : (02692) 230145
- Mobile no. : 9824534277
- Registered e-mail : bjvm_vvnagar@yahoo.com
- Alternate e-mail : drketakisheth@yahoo.co.in
- Address : Opp. Shastri Ground, Nana Bazar, Vallabh Vidyanagar -388120, Dist: Anand, State: Gujarat, India
- City/Town : Vallabh Vidyanagar
- State/UT : Gujarat
- Pin Code : 388120

2. Institutional status:

- Affiliated / Constituent : Affiliated
- Type of Institution: Co-education/Men/Women : Co-education
- Location : Rural/Semi-urban/Urban : Semi-urban
- Grants-in aid/ UGC 2f and 12 (B) / Self financing (please specify) : Grants-in aid/ UGC 2f and 12 (B)
- Name of the Affiliating University : Sardar Patel University
- Name of the IQAC Co-ordinator : Shri I. N. Tandel
- Phone no. : (02692) 230145
- Mobile : 9824799038
- IQAC e-mail address : intandel1962@gmail.com
- Alternate Email address : bjvm51iqac@gmail.com

3. Website address: bjvm.ac.in

Web-link of the AQAR: (Previous Academic Year): <http://bjvm.ac.in/naac/AQAR2018-19.pdf>

4. Whether Academic Calendar prepared during the year?

Yes/No: YES, if yes, whether it is uploaded in the Institutional website: YES

Weblink: <http://bjvm.ac.in/academic%20plan/ace%2018-19.pdf>

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 st	B	2.79	2008	From: 2008 to: 2013
2 nd	B	2.62	2015	From: 2015 to: 2020

6. Date of Establishment of IQAC: DD/MM/YYYY: 27/07/2015

7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
IQAC Meeting	17/07/2018	19
IQAC Meeting	18/04/2018	18
NIRF	2018-19	-
GSIRF	2018-19	-
NAAC Sponsored National Seminar	22 nd And 23 rd February 2019	118

Note: Some Quality Assurance initiatives of the institution are: (Indicative list)

Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
To introduce new Certificate and Diploma courses	<ol style="list-style-type: none"> 1. Certificate Course in Direct Tax-I 2. Certificate Course in Direct Tax-II 3. Certificate Course in Leadership And Corporate Soft Skills 4. Certificate Course in Entrepreneurship Development 5. Certificate Course in Accounting (Tally ERP with GST) 6. Certificate Course in Computer Application 7. Diploma Course in Computer Application 8. Advanced Diploma Course in Computer Application
To update Classrooms with ICT Facilities	Three Classrooms updated with ICT facilities.
To prepare Teaching Plan	Teaching Plan prepared in all subjects in the beginning of the semester.
To prepared Course Completion Report	Course completion report has been prepared in all the subjects at the end of the semester.
To provide study materials	Soft copy of study materials has been provided to the students of M.COM
To organise National Seminar	Two day NAAC Sponsored National Seminar was organized on “Emerging Trends in Quality of Teaching, Learning and Evaluation: The Road Ahead”. Dated 22nd and 23rd February, 2019.
To sign MOU with other Institution/NGO/Agency	MOU signed with Madhuvan Foundation and MOU signed with Tally Solution Private Limited
To organise workshop	<ul style="list-style-type: none"> • One day Workshop was organized on Research Methodology and Plagiarism. • One day Workshop was organized on Intellectual Property Rights.
Inflibnet Registration	User ID and Passwords are given to students and faculties can assess more than 500 Journals and more than 70,000 books.
SWYAM & MOOC	72 students were registered.
Scholarships and Financial Support	Scholarships and Financial Support were provided to 458 students.

Finishing School Programme	93 students were registered and successfully completed 100 Hours Training Programme.
Anand District Mega Placement Camp-2019	More than 2000 students participated in Mega Placement Camp on 5 th & 6 th February 2019.
District Youth Parliament	BJVM nominated as Nodal Institute and conducted Anand District Youth Parliament.
International Seminar	International Seminar on Emerging global Economic Situation: Impact on Trade and Agri-Business in India on 28-29 September, 2018.
Study Tour	Study Tour organised to visit Amul Dairy, Amul Chocolate Plant, Sardar Patel Memorial, Sardar House.
Rain Water Harvesting	Rain Water Harvesting system installed in college campus.
Mobile Application	Students registered under Virtual SPU Mobile Application.

14. Whether the AQAR was placed before statutory body? Yes /No: YES

Name of the Statutory body: Charutar Vidya Mandal Date of meeting(s): 23/12/2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?

Yes/No: NO

16. Whether institutional data submitted to AISHE: Yes/No: YES

Year: 2018-19

Date of Submission: 16/01/2019

17. Does the Institution have Management Information System? /

Yes ✓

No

If yes, give a brief description and a list of modules currently operational. (Maximum 500 words)

➤ Management Information System is operative in the institution and it provides information in the following areas of institutional activities.

- Upgradation of the college website with special importance to MIS.
- Photographs of activities are uploaded on college websites on regular basis.
- Student Management Softwer is instoled to get detailed information about all the student.
- Attendenc records sent to students through SMS gateway.
- The college is nominated as help desk center for online central admission process of UG and PG students of the University.
- Virtual SPU Application is provided to students and faculties to get academic information and study materials.
- All communication with Management is carried out through email.
- Student Satisfaction Survey is made online through Application.

Part-B

CRITERION I – CURRICULAR ASPECTS				
1.1 Curriculum Planning and Implementation				
1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words				
<ul style="list-style-type: none"> • At the beginning of each academic session, college prepares its proposed academic calendar, which is uploaded in the college website. The proposed academic calendar is prepared in accordance with the Sardar Patel University. Students are informed about the academic calendar of the college notifying the probable teaching days, dates of internal examinations, curricular, extension related and co-curricular activities. • Orientation programme is organized every year for newly admitted students to make them aware of the mechanism for curriculum delivery and implementation. • Time table committee of the college prepares the time table . time table is prepared strictly in accordance to the number of credit points mentioned in the prescribed syllabus of each course offered by the students. Time table is prepared by the time table committee for all all courses. • Based on the subjects, Principal conduct meetings for allotment of subjects and syllabus distribution among the teachers. Students are given details of teaching assignment of each teacher at the beginning of a session by the department. • Based on the teaching assignments allotted in the syllabus distribution, teachers prepare their "teaching plans" according to the number of lectures allotted in the subject. • Along with the traditional chalk and talk method, teachers often use power-point projections during the lectures to demonstrate topics. • Class tests/surprise test and student seminars are held after completion of a section of the syllabus and periodic review of performance of students is undertaken by internal exam. • Field tours are organized for BBA students to ensure effective implementation of the prescribed curriculum . • The following courses are taught by regular faculty with the help of Adhoc faculty. we also invite experts of the subject and area to provide latest information regarding the subjects. • Student satisfaction survey is conducted by IQAC to improve the teaching learning process of each department. 				
1.1.2 Certificate/ Diploma Courses introduced during the Academic year				
Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
1. Certificate Course in Direct Tax-I	-	D/B-3/4826(1) 9/1/2019 (30 Hrs)	✓	-
2. Certificate Course in Direct Tax-II	-	9/1/2019 (30 Hrs)	✓	-
3. Certificate Course in Leadership And Corporate Soft Skills	-	9/1/2019 (30 Hrs)	-	✓
4. Certificate Course in Entrepreneurship Development	-	9/1/2019 (30 Hrs) 9/1/2019	-	✓

5. Certificate Course in Accounting (Tally ERP with GST)	-	(60 Hrs)	✓	✓
6. Certificate Course in Computer Application	-	(90 Hrs)	✓	✓
	1. Diploma Course in Computer Application	(90 Hrs)	✓	✓
	2. Advanced Diploma Course in Computer Application	(90 Hrs)	✓	✓

1.2 Academic Flexibility

1.2.1 New programmes/courses introduced during the Academic year

Programme with Code	Date of Introduction	Course with Code	Date of Introduction
B.Com SEM-I	June 2018	-	-
B.Com SEM-II	November 2018	-	-
BBA SEM-I	June 2018	-	-
BBA SEM-II	November 2018	-	-
MCOM-I	June 2018	-	-
MCOM-II	November 2018	-	-

1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year: 2018-19

Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
B.Com	✓	-	-	-	-
B.B.A	✓	-	15 th June 2018	✓	-
M.Com		✓	-	-	-
Already adopted (mention the year)					
B.Com	✓	-	15 th June 2011	✓	-
B.B.A	✓	-	15 th June 2011	✓	-
M.Com	-	✓	15 th June 2013		✓

1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year : 2018-19

Certificate Courses		Diploma Courses	
1. Certificate Course in Leadership And Corporate Soft Skills	Nil	1. Diploma in Computer Application	04
2. Certificate Course in Entrepreneurship Development	22	-	-
3. Certificate Course in Accounting (Tally ERP with GST)	40	-	-
4. Certificate in Computer Application	60	-	-
No of Students	122		04

1.3 Curriculum Enrichment				
1.3.1 Value-added courses imparting transferable and life skills offered during the year				
Value added courses	Date of introduction		Number of students enrolled	
Finishing School	3 rd October 2018		93	
Life Skills	3- 7 December, 2018		93	
Employability Skills	13-17 March, 2019		93	
Functional English Skills-I	3-10 October, 2018		93	
Functional English Skills-II	5-9 April, 2019		93	
1.3.2 Field Projects / Internships under taken during the year				
Project/Programme Title		No. of students enrolled for Field Projects / Internships		
Internship Training (Big Bazar)		17		
Comrehensive project (TY BBA)		40		
1.4 Feedback System				
1.4.1 Whether structured feedback received from all the stakeholders.				
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes	Yes	-	Yes	Yes
1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)				
<ul style="list-style-type: none"> This criterion focuses on the aspects of curricular aspects of planning and implementation, its enrichment and the feedback system in the College. While the academic curriculum and its calendar are governed by the University, the curriculum delivery involves introspection and sustained implementation of the academic planning and delivery over a period of time. Academic calendar is prepared by the College precedes the dedicated execution by the faculty. The proper implementation of the curriculum engages beyond the classroom to innovative teaching practices employing a wide range of instructive methods and edifications to endear to a culturally diverse and intellectually heterogeneous student base. A two-way feedback system ensures vibrancy in the pedagogy harmonized to be student and learning centric. The curriculum is suitably enriched to be representative of stakeholder's expectations in catering to needs of the individual student, the society, the nation. A 360 degree feedback – from students, faculty, alumni, and parents is collected and analyzed. The conclusions are drawn thereof and changes in curriculum and syllabus are incorporated. The feedback system has enabled; <ul style="list-style-type: none"> Adoption of Certificate courses from 2019. Most of the courses are revised in the last 5 years and some new courses are also introduced. Most of the courses are employability oriented. Students can opt for internship training. 				
CRITERION II -TEACHING-LEARNING AND EVALUATION				
2.1 Student Enrolment and Profile				
2.1. 1 Demand Ratio during the year: 2018-19				
Name of the Programme	Number of seats available	Number of applications received	Students Enrolled	
B.Com (GIA)	600	1114	534	
B.B.A (GIA)	60	101	60	
M.Com (SF)	70	71	70	

2.2 Catering to Student Diversity					
2.2.1. Student - Full time teacher ratio (current year data)					
Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018-19	1267	102	16 (Permanant) 04(Ad-hoc)	01 (Permanant) 01 (Ad-hoc)	22
2.3 Teaching - Learning Process					
2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)					
Number of teachers on roll	Number of teachers using ICT (LMS, e-Resources)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
22	16	YES	08	02	YES
2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)					
<ul style="list-style-type: none"> The college has system of mentoring students by forming a counselling cell to look after academic and psychological wellbeing. College also monitors class attendance and performance of students. Class wise class counsellor is appointed. In the beginning of the acedemic year the class-wise names of class counsellors are displayed on the college notice board and students are also informed in their classrooms. Class counsellors are taking care for academic progress and psychological well being of their students. They are also monitoring the attendance and academic progress reports. They also provide primary psychological counselling to the needy students. Class counsellor maintains the records of their students' attendance, class performance and academic progress. Class counsellor uses both formal and informal means of counselling. The class counsellor interacts with their parents, during parents meeting and discuss about students attendance, performance and other matters like behaviour, potentials, etc. Professional Psychologists are invited at regular intervals in the college for the purpose of counselling. 					
Number of students enrolled in the institution		Number of fulltime teachers		Mentor: Mentee Ratio	
1369		22		62:01	
2.4 Teacher Profile and Quality					
2.4.1 Number of full time teachers appointed during the year					
No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D	
UG (Grant-in-aid) : 20	20	00	04(Ad-hoc)	11	
M.COM (SF) : 02	01	00	01 (Ad-hoc)	01	

2.4.2 Honours and recognitions received by teachers

(received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018-19	Dr. Ketaki Sheth	Principal	<ul style="list-style-type: none"> - Peer Team Member NAAC, Bangalore - Chair person, National Seminar, SEMCOM - Conference Director, International Conference, BJVM - Seminar Director, NAAC Sponsored National Seminar, BJVM - Chair-Person, NAAC Sponsored National Seminar, ARIBAS - Resource Person, Refresher Course in Commerce and Management, UGC-HRDC - Resource Person, Faculty Development Programme, MHRD, P.G. Department of Business Studies
2018-19	I.N. Tandel	Associate Professor	<ul style="list-style-type: none"> - Organising Secretary, NAAC Sponsored National Seminar, BJVM
2018-19	Dr. S.R. Ajmeri	Associate Professor	<ul style="list-style-type: none"> - Organising Secretary, International Conference, BJVM
2018-19	Dr. J.P. Parmar	Associate Professor	<ul style="list-style-type: none"> - Joint Organising Secretary, Naac Sponsored National Seminar, B JVM - Resource Person, 6th Annual National Conference, Dr. B.R. Ambedkar University, Economic Welfare Association ,Agra - Resource Person, Faculty Development Programme, Kcg, Ahmedabad - Managing Editor, SPET, Research Journal Of Social Science - Resource Person, CVSRTA Registered

			Valuers Associate, Mumbai - Executive Member, Gujarat Economics Association
2018-19	Dr. R. N. Patel	Associate Professor	- Resource Person, CVSRTA Registered Valuers Associate, Mumbai
2018-19			-

2.5 Evaluation Process and Reforms

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

Program me Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
B.Com	-	SEM: I/III/V	03/12/2018	12/01/2019
B.Com	-	SEM: II/IV/VI	20/04/2019	24/05/2019
B.B.A	-	SEM: I/III/V	03/12/2018	11/01/2019
B.B.A	-	SEM: II/IV/VI	20/04/2019	22/05/2019
M.Com	-	SEM: I/III	26/10/2018	12/12/2018
M.Com	-	SEM: II/IV	02/04/2019	21/05/2019

2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

- According to University Internal Evaluation System, it includes written test, assignments, attendance, presentation, quiz etc are included. In all subject unit-wise assignments are given by the subject teachers decided by exam coordinator of the institution. Accordingly, teacher concern to assess the assignment of the students and give marks of it. All the records are submitted to the examination committee. Results are discussed in the meeting and if needed gracing are given to the students. Those who had not given Internal Exam we arrange Arrear Test for them. Most of the faculties are giving their manuscript of question paper in soft copy. All Faculty members also submit answer key and scheme of marking in calculative subjects along with question. CCTV Cameras are installed in all classes for smooth monitoring of examination.

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

- The institute follows a well planned academic calendar. The academic calendar provides adequate balance between academic and non academic activities, teaching and examination schedule.
- The teaching plan is prepared by every faculty at beginning of the semester and course completion report is prepared at the end of the semester. Effective monitoring of plan schedule is taken care by the head of the institute. The college calendar committee is headed by principal and co-ordinated by IQAC Co-ordinator, Joint Co-ordinator of NAAC, Examination Co-ordinator, Vice-President of the college. The process of calendar making for the academic year begins well in advance. The calendar contains necessary information such as dates of internal Examination,

cultural events, academic events, NSS, NCC and sports events. It also includes tentative schedule to organise seminars, lecture series, field trips and other activities. Academic calendar is also made available on the college website. The college follows a structured teaching plan. All the faculty members in the beginning of the semester prepare subjectwise teaching plan and at the end of the semester they are preparing course completion report and submitting it to IQAC of the college. All the teaching staff of the institute are maintaining work diary every year and every week it is signed by the principal.

- As per the Academic calendar, we are conducting our examination and all other activities are also conducted as per the planning.

2.6 Student Performance and Learning Outcomes

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

http://www.spuvvn.edu/students_corner/syllabi/

2.6.2 Pass percentage of students: 2018-19

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
UB06XCOM	B.Com	229	195	85
UM06XBBA	B.B.A	40	38	95
PB04XCOM	M.Com	30	27	90

2.7 Student Satisfaction Survey

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

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored Projects	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students Research Projects (other than compulsory by the College)	-	-	-	-
International Projects	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.2 Innovation Ecosystem				
3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year				
Title of Workshop/Seminar	Name of the Dept.		Date(s)	
Visit Bank of Baroda, V.V. Nagar	Banking		29/08/2018	
Visit To Amul Dairy, Anand	Commerce and Management		18/03/2019	
Workshop on Research Methodology and Plagiarism	Commerce and Management		19/03/2019	
Workshop on Intellectual Property Rights	Commerce and Management		20/06/2019	
3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year				
Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
-	-	-	-	-
3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year				
Incubation Centre	Name		Sponsored by	
-	-		-	
Name of the Start-up	Nature of Start-up		Date of commencement	
-	-		-	
3.3 Research Publications and Awards				
3.3.1 Incentive to the teachers who receive recognition/awards				
State	National		International	
-	-		-	
3.3.2 Ph. Ds awarded during the year (<i>applicable for PG College, Research Center</i>)				
Name of the Department	No. of Ph. Ds Awarded			
Commerce and Management	04			
3.3.3 Research Publications in the Journals notified on UGC website during the year				
	Department	No. of Publication	Average Impact Factor, if any	
National				
International	Commerce and Management	04	7.119 5.87	
3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year				
Department	No. of publication			
Commerce & Management	Dr. Paresh ordhara – 01 – 489-81-940/33-2-7			
Commerce & Management	Dr. Ashok D Gaur – 01- 978-81-940/33-2-7			
IQAC- BJVM	Book Publisherd: 978-93-87493-86-5 Book Publisherd: 978-93-87493-85-8			

3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index						
Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
-	-	-	-	-	-	-

3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)						
Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
-	-	-	-	-	-	-
-	-	-	-	-	-	-

3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :				
No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	16	32	07	35
Presented papers	22	22	03	-
Resource Persons	-	02	01	-

3.4 Extension Activities

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

Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers co-ordinated such activities	Number of students participated in such activities
Water Bowls Distribution for Birds	NSS Unit / Voluntary Nature Conservancy	03	20
Save Water and Cleanliness Awareness Programme “Sujalam Suflam Jal Abhiyan”	NSS Unit	03	30

Environment and Cleanliness Week: 1. Beat the Plastic Pollution. 2. Paper bag making and distribution drive. 3. Cleanliness drive.	NSS Unit	03	25
Pasti Ki Pathshala with Raddi ka Ruaab Programme: 1. Pasti/ Waste Paper collected.	NSS Unit / Madhuvan Foundation, VallabhVidyanagar	05	
5 KM Walk for Young Women's Dignity on International Youth Day	Youth Wing (RE & RF) and Brahma Kumaris Centre VallabhVidyanagar	02	100
Skill Development Programme for Students. (Raakhi Making)	NSS Unit	06	20
Thalassemia Awareness Programme	NSS Unit	05	200
Rakshabandhan Celebration at Handicap School and Police Station.	NSS Unit	03	30
One Day NSS Camp –at adopted Village Shahpur, Taluko: Petlad. Dist.Anand. Tree Plantation, Pasti Collection, Environment Awareness, Health Awareness, HIV AIDS Awareness, Beti Bachao- Beti Padhao, Cleanliness Programme, Blood Donation Awareness, Thalassemia Awareness, Cleanliness Programme, Voting Awareness, Women Empowerment Programme, Deaddiction Program & others programme Various Awareness Rally and Lecture on “Food & Nutrition” for Girls and Women of Village by Dr. Bhavnaben Chuhan, Principal, S. M. Patel College of Home Science, Vallabh Vidyanagar.	NSS Unit	04	60
One Day Camp, Sardar Patel Jayanti Celebration and National Unity Day (Rashtriya Ekta Diwas) Celebration	NSS Unit	15	10
Winter Clothes Collection & Donation Drive	NSS Unit	02	100
NSS Annual camp at adopted village.	NSS Unit	02	100
Blood Donation Camp	Indian Red Cross Society Anand	03	70

District Youth Parliament	Government of India Ministry of Youth Affairs & Sports National Service Scheme, Regional directorate, Ahemdabad, District Youth Parliament of Anand District	02	200
Greenathon -2019, (Environment Awareness)	Voluntary Nature Conservancy	03	20
Army Welfare Fund Collection Our college NSS Volunteers collected the fund for Army Welfare Fund. For purpose, Pulwama terror attack (14 February 2018)	NSS Unit and Charutar Vidya Mandal, Vallabh Vidyanagar	20	1000
Silent March- A silent march was organized by Charutar Vidya Mandal- Vallabh Vidyanagar in order to pay tribute to Jawans of Indian Army who became martyr in Pulwama terrorist attack	Charutar Vidya Mandal- Vallabh Vidyanagar	20	200
Pulse Polio Immunization Programme.	Primary Health Centre -Bakrol	15	05
1. Voting Awareness Programme. 2. First Time Voter (Adult Franchise) Voting Awareness Programme & Total 172 Students fill the Form No. 06 to get new voter id card.	Election Commissioner Office ,Anand District	05	200
on "Road Safety and Accident Prevention Measures and on the various vehicles of the village reflectors were stuck, distribution of hand bills on Road Safety and the village people who witnessed the activity acknowledged the NSS team efforts to bring awareness about importance of human life.	NSS Unit and Adopted Villager Shahpur, Talika Petlad	06	100

Bachcho Ki Pathshala Programme	NSS Unit and primary School of Adopted Villager Shahpur, Talika Petlad	01	25
Guest talk on 'Mental Health'		02	
'Snakes and its Species'	Voluntary Nature Conservancy	06	100
Slogans writing competition regarding Education, Girls Child, Cleanliness, Water and Power Conservation on the walls of buildings of Shahpur.	NSS Unit Adopted Villager Shahpur, Talika Petlad	02	100

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

Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited
Mr. Kishankumar Kantilal Kothiya, Best NSS Volunteer	GUJARAT STATE NATIONAL SERVICE SCHEME AWARD- 2017-18	NSS Cell of Gujarat University, Ahmadabad. Sponsored by the State NSS Cell & Department of Higher Education, Govt. of Gujarat	01
Mr. Kishankumar Kantilal Kothiya, NSS Volunteer has been awarded	"SARDAR PATEL UNIVERSITY - BEST NSS VOLUNTEER AWARD: 2017-18	Sardar Patel University, Vallbh Vidyanagar, Anand, Gujarat	01
Ms. Ritvika Mahendra Pandey secured 4 th Rank in District Youth Parliament	4 th Rank in District Youth Parliament	National Youth Parliament Festival (NYPF) 2019, Ministry of Youth Affairs and Sports, Govt. of India at Nodal Institute : B. J. Vanijya Mahavidyalaya(Commerce College), Vallabh Vidyanaga	01
Best NSS volunteer Mr. Kishankumar Kantilal Kothiya	"Gaurav Purskar"	Charutar Vidya Mandal- Vallabh Vidyanagar on 74 th Foundation Day of Vallabh Vidyanagar	01

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

Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers coordinated such activities	Number of students participated in such activities
NCC	13 GUJ BN	Swachhta hi Seva	01	50

NSS/ Sports	Women Cell	Swachh Bharat, Aids Awareness, Gender Issue		
“Sujalam Suflam Jal Abhiyan”	NSS Unit, B. J. Vanijya Mahavidyalaya	Save Water and Cleanliness Awareness Programme “Sujalam Suflam Jal Abhiyan”	04	30
	NSS Unit, B. J. Vanijya Mahavidyalaya	Environment and Cleanliness Week: 1. Beat the Plastic Pollution. 2. Paper bag making and distribution drive. 3. Cleanliness drive.	05	50
	NSS Unit, B. J. Vanijya Mahavidyalaya	Yoga Training Programme	20	200
	NSS Unit, B. J. Vanijya Mahavidyalaya	International Yoga Day Celebration	40	200
	NSS Unit, B. J. Vanijya Mahavidyalaya & Madhuvan Foundation, Vallabh Vidyan agar	Pasti Ki Pathshala with Raddi ka Ruaab Programme: Pasti/ Waste Paper collected.	05	150
	NSS Unit, B. J. Vanijya Mahavidyalaya & Indian Red Cross Society- Anand.	Blood Donation Camp (70 Blood Unit Collected)	02	100
	NSS Unit, B. J. Vanijya Mahavidyalaya	World Population Day Celebration	05	80
	NSS Unit, B. J. Vanijya Mahavidyalaya	Ayurvedic Tree Plantation Programme	05	15
	NSS Unit, B. J. Vanijya Mahavidyalaya	Skill Development Programme for Students. (Raakhi Making)	20	80
	NSS Unit, B. J. Vanijya Mahavidyalaya	Thalassemia Awareness Programme	10	400
	NSS Unit, B. J.	Rakshabandhan Celebration at	05	20

	Vanijya Mahavidyalaya	Handicap School and Police Station.		
	NSS Unit, B. J. Vanijya Mahavidyalaya and Madhuvan Foundation, vallabh Vidyanagar.	One Day NSS Camp –at adopted Village Shahpur, Taluko: Petlad. Dist.Anand. (Tree Plantation, Pasti Collection, Environment Awareness, Health Awareness, HIV AIDS Awareness, Beti Bachao- Beti Padhao, Cleanliness Programme, Blood Donation Awareness, Thalassemia Awareness, Cleanliness Programme, Voting Awareness, Women Empowerment Programme, Deaddiction Program & others programme Various Awareness Rally and Lecture on “Food & Nutrition” for Girls and Women of Village by Dr. Bhavnaben Chuhan, Principal, S. M. Patel College of Home Science, Vallabh Vidyanagar.)	06	60
	NSS Unit, B. J. Vanijya Mahavidyalaya and Charutar Vidya Mandal, vallabh Vidyanagar.	Gandhi Jayanti and Lal Bahadur Shastri Jayanti Celebration. (At College Campus Bhajans were resited and after Cleanliness Programme at College Campus and other near areas.)	40	200
	NSS Unit, B. J. Vanijya Mahavidyalaya	One Day Camp, Sardar Patel Jayanti Celebration and National Unity Day (Rashtriya Ekta Diwas) Celebration (Paid homage by offering flower to Statue of Sardar Patel and organized various programme as under. Run for Unity, Environmental Conservation Programme, Cleanliness Programme and Tree Plantation.)	01	20
	NSS Unit, B. J. Vanijya Mahavidyalaya	Winter Clothes Collection & Donation Drive	10	100
	NSS Unit, B. J. Vanijya	NSS Annual camp at adopted village (At. Shahpur Village, Ta.-	02	100

	Mahavidyalaya	Petlad Dist.Anand).		
	NSS Unit, B. J. Vanijya Mahavidyalaya & Government of India Ministry of Youth Affairs & Sports National Service Scheme	District Youth Parliament (As per guideline Government of India Ministry of Youth Affairs & Sports National Service Scheme, Regional directorate, Ahemdabad, District Youth Parliament of Anand District was managed by Nodal institute B. J. Vanijya Mahavidyalaya, Sardar Patel University. Total 181 person participated in the walk in screening process. Total 45 students were selected for the final round were students presented their views on the given topics on 24-01-2019. (Nodal Institute Principal Dr. Ketki Sheth and Nodal officer Dr. Pareshkumar U. Mordhara)	05	181
	NSS Unit, B. J. Vanijya Mahavidyalaya	National Voter's day Celebration	10	300
	NSS Unit, B. J. Vanijya Mahavidyalaya	Green Day Celebration (Tree Plantation)	08	22
	NSS Unit, B. J. Vanijya Mahavidyalaya & Voluntary Nature Conservancy, Vallabh Vidyanagar	Participation in Greenstone -2019, (Environment Awareness)	04	30
	B. J. Vanijya Mahavidyalaya	Army Welfare Fund Collection	45	1000
	NSS Unit, B. J. Vanijya Mahavidyalaya & Primary Health Center-Bakrol, Anand.	Pulse Polio Immunization Programme for Slum Kids at Bakrol Village and Anand.	01	05
	NSS Unit, B. J. Vanijya Mahavidyalaya	1. Voting Awareness Programme. 2. First Time Voter (Adult	10	172

		Franchise) (oting Awareness Programme & Total 172 Students fill the Form No. 06 to get new voter id card.)		
	NSS Cell, Sardar Patel University, Vallabh Vidyanagar and Sponsored by Ministry of Youth Affairs and Sports, NSS Regional Directorate, Ahmedabad.	Participated in workshop on Cleanliness Awareness. (NSS Volunteers and Programme Officer Dr. P. U. Mordhara participated in workshop on “Cleanliness Awareness”, hosted by NSS Cell, Sardar Patel University, Vallabh Vidyanagar and Sponsored by Ministry of Youth Affairs and Sports, NSS Regional Directorate, Ahmedabad.)	01	10
	Primary Health Center- Bakrol and District Health Society, Anand.	Participated in Seasonal Flu Awareness Programme. (at college level distribute the pamphlets to the students for awareness)	02	-

3.5 Collaborations

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

Nature of Activity	Participant	Source of financial support	Duration
International Conference with AERC,SPU	Academician, Professional and Students	Self Finance based	September 28-29,2018
GLS	-	-	-
Other Clgs of SPU	-	-	-

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	participant
	Internship Training	Big Bazar	11-15 August 2018	17

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

Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs
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ICECD			
JCI India Zone VIII	12/01/2018	<p>Purpose: To enhance employability of students and bridge the gap between Educational Institutes and Business & Industrial organization</p> <p>Activities : Industrial Visit and students projects, Training, skills based workshops, Job placement ,Community development project</p>	45+2
Vidyanagar Nature Conservancy (VNC)	24/06/2017	<p>Purpose :To create awareness in society and among student towards the environment and creating environmentally educated society for sustainable development</p> <p>Activates: Conduct various natures oriented programmes like training course ,seminars ,workshops, tree plantation and Vani Compost Projects Green Campus projects, Herbal gardens etc.</p>	100+15
Faculty of Commerce, GLS university, Ahmedabad	18/06/2018	<p>Purpose :To plan and implement a staff and student exchange programme between the two organization</p> <p>Activities :Inter college visits, joints research programmes ,students interaction and faculty interaction programmes</p>	45+4
Madhuvan foundation,Anand	30/08/2018	<p>Purpose : Organize programme and collection of waste papers for joint projects “ Pasti Ki Pathsala with Raddi ka Ruaab” and “Gyandhara-A way of promoting Education”</p> <p>Activities : Training for Eco-friendly old news paper bag making , organizing joint</p>	35+4

		Community development programme for social welfare	
Electroware Infotech Pvt Ltd, Gandhinagar	24/01/2019	Purpose : Empowering the students by imparting industry relevant skill sets and increasing their employability Activities : Organizing Accounting course - Tall ERP- 9 with GST training to B.Com, B.B.A and M.Com Students	40+2

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
-	-

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added
Campus area	2.224 acre	-
Class rooms	19	-
Laboratories	02	-
Seminar Halls	01	-
Classrooms with LCD facilities	11	-
Classrooms with Wi-Fi/ LAN	16	-
Seminar halls with ICT facilities	01	-
Video Centre	-	-
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	02
Value of the equipment purchased during the year (Rs. in Lakhs)	-	3,80,917
Others: Tally ERP with GST	Tally ERP 9 Software	-

4.2 Library as a Learning Resource

4.2.1 Library is automated {Integrated Library Management System -ILMS }

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL	partially	2.0	

4.2.1 Library Services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	38104	11,43,173	308	46,408	38,412	11,89,581
Reference Books	11,749	1,55,262	51	15,500	11,800	1,70,762
e-Books	-	-				

Journals	70	46,334	02	1700	72	48,034
e-Journals						
Digital Database						
CD & Video						
Library automation						
Weeding (Hard & Soft)						
Others (specify)						

4.3 IT Infrastructure

4.3.1 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available bandwidth (MGBPS)	Others
Existing	42	01 (Computer Center)	81	02	125	06	-	-	12
	52	01 (HRD Lab)	30	-	-	-	-	-	-
Added	03	laptops		-	-	-	-	-	-
Total	133	02	111	02	125	06	-	-	12

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

100 MBPS

4.3.3 Facility for e-content

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

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

Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e-content
-	-	-	-

4.4 Maintenance of Campus Infrastructure

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

Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
-	-	-	-

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (*maximum 500 words*)

(information to be available in institutional Website, provide link)

The College ensures regular maintenance and upkeep of all infrastructural facilities. The management has centralized operating system for the maintenance work and it is carried out by trained in-house experts as well as outsourced to appropriate outside agencies. The College has appointed a Technical Assistant and a Computer Network Assistant to provide regular support services relating to computer hardware and software. They also ensure the allotment of Wi-Fi passwords to individual students and faculty members.

A full time caretaker is appointed by the College to ensure the cleanliness, hygiene, sanitation, water supply, electricity, and security and stationery condition and to update the Principal of the institution about the current/ daily state of affairs. Furniture and equipment are purchased on regular basis as per the requirements. Recently college has purchased 21 new podiums of the classrooms. The Charutar Vidya Mandal looks after all the maintainance. The College awards Annual Maintenance Contracts (AMCs) to external agencies/private vendors for the maintenance of computers, LAN, servers, printers, projectors, scanners, laptops and biometric attendance system. “Coming together is a beginning, Keeping together is progress and working together is success”

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 Student Support

5.1.1 Scholarships and Financial Support

	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from institution	Sardar Patel University Alumni	16	65,100
	Mohanbhai Scholarship	01	1,050
	Garib Vidyarthi Scholarship	11	12,500
	Charutar Vidya Mandal Scholarship	04	3,600
	Matrushri Premba Smruti & Pitashre Kalyanrai Smruti Scholarship	07	14,000
Financial support from other sources			
State / National Level	Food Bill Assistance	54	6,48,000
	Post Matric Scholarship for ST Girls having Income more than 2.5 Lakhs	06	52,450
	ST Post Matric Scholarship	146	11,14,250
	Post Matric Arrear SC Schme	03	15,250
	Post Matric OBC Scholarship	144	6,11,264
	Post SEBC Girls	04	11,250

Post Matric SC Scholarship	57	3,23,410
Food Bill Assistance to SC	03	36,000

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Soft skill development	-	-	-
Language lab	-	-	-
Bridge courses	-	-	-
Yoga and Meditation	-	-	-
Karate Training	16/02/2019	60 Girls	Pratibha Academy
Personal Counselling and Mentoring	29/08/18	61	BJVM-College
	14/12/18	88	Tata Consultancy Services, Vadodara
	04/01/19	62	Dhyey Career Academic
	29/01/19	133	SPEC-Anand
	30/01/19	71	Endeavor-Anand
	01/02/19	32	Tata Consultancy Services-Gandhinagar

5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2018-19	Finishing School	93	93	-	81

5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	No. of grievances redressed	Average number of days for grievance redressal
00	00	00

5.2 Student Progression

5.2.1 Details of campus placement during the year

On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
09	117	81	00	00	00

5.2.2 Student progression to higher education in percentage during the year 2018-19

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2018-19	12	B.B.A.	MANAGEMENT	S. P . UNIVESITY	M.COM/ M.B.A
2018-19	112	B.COM	COMMERCE	S. P . UNIVESITY C.P. PATEL COMMERCE COLLEGE B. J. VANIJYA MAHAVIDYALAYA M. B PATEL COLLEGE OF EDUCATION A.I.B.S ANAND INSTITUTE OF SOCIAL WORK WAYMADE COLLEGE OF EDUCATION T. J. PATEL COMMERCE COLLEGE ILSASS P. M PATEL	M.COM/ M.B.A/M SW/B.ED /LLB

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

Items	No. of Students selected/qualifying	Registration number/roll number for the exam
NET	-	-
SET	-	-
SLET	-	-
GATE	-	-
GMAT	-	-
CAT	-	-
GRE	-	-

TOFEL	-	-
Civil Services	-	-
State Government Services	-	-
Any Other	-	-

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

Activity	Level	Participants
Annual Sports Day	Institution Level	120
Musical Evening	Institution Level	60
Cultural Programme	Institution Level – Cultural Activities	60
	University Level – Youth Festival	35
	AMUL 25 th Volcano Rotary Club Anand	30
	Taluka Level – Kala Khumbh	01
	Institution Level - Patriotic Song Competition	20

5.3 Student Participation and Activities

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

Sports Activities:

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
2018-19	Represented Sardar Patel University In All India Inter University Rifle Shooting Competition.	National	Rifle Shooting		T.Y.B.Com	Rajesh. G. Dabhi
	Represented Sardar Patel University In All India Inter University Rifle Shooting Competition.	National	Rifle Shooting		T.Y.B.Com	Kajal.M. Karavadara
	Represented Sardar Patel University In All India Inter University BasketBall Competition.	National	Basketball		T.Y.B.Com	Sahil R. Kapadiya
	Represented Sardar Patel University In All India Inter University BasketBall Competition.	National	Basketball		S.Y.B.Com	Sefil .R. Kapadiya

	Represented Sardar Patel University In All India Inter University Judo Competition.	National	Judo		S.Y.B.Com	Kureshi Sakibmiya .A.
	Represented Sardar Patel University In West Zone Inter University KHO-KHO Competition.	National	KHO-KHO		T.Y.B.Com	Paresh .M.Chaudhari
	Represented Sardar Patel University In West Zone Inter University KHO-KHO Competition.	National	KHO-KHO		T.Y.B.Com	Vishwanath .M.Rathwa
	Represented Sardar Patel University In West Zone Inter University KHO-KHO Competition.	National	KHO-KHO		T.Y.B.Com	Mini . J.Chaudhary
	Represented Sardar Patel University In West Zone Inter University KHO-KHO Competition.	National	KHO-KHO		T.Y.B.Com	Sumitra.M .Rathwa
	Represented Sardar Patel University In West Zone Inter University Kabaddi Competition.	National	Kabaddi		F.Y.B.Com	Vikram.M. Boliya
	Represented Sardar Patel University In West Zone Inter University Kabaddi Competition.	National	Kabaddi		F.Y.B.Com	Rushi. V.Patel
	Represented Sardar Patel University In West Zone Inter University Kabaddi Competition.	National	Kabaddi		T.Y.B.Com	Jana .J.Paswan
	Represented Sardar Patel University In West Zone Inter	National	Kabaddi		M.Com	Ashruti.P.Patel

	University Kabaddi Competition.					
	Represented Sardar Patel University In West Zone Inter University FootBall Competition.	National	FootBall		T.Y.B.Com	Prakash.J .Vasava
	Represented Sardar Patel University In West Zone Inter University FootBall Competition.	National	FootBall		S.Y.B.Com	Dhaval. .Vasava
	Represented Sardar Patel University In West Zone Inter University FootBall Competition.	National	FootBall		T.Y.B.Com	Libin.Joseph
	Represented Sardar Patel University In West Zone Inter University FootBall Competition.	National	FootBall		M.Com	Achhu .M.Nair
	Represented Sardar Patel University In West Zone Inter University BasketBall Competition.	National	Basketball		F.Y.B.Com	Meet.. Patel
	Represented Sardar Patel University In West Zone Inter University Badminton Competition.	National	Badminton		S.Y.B.Com	Dhara.P.Shah
	Represented Sardar Patel University In West Zone Inter University VolleyBall Competition.	National	VolleyBall		M.Com	Vishal.A.Patel
	Represented Sardar Patel University In West Zone Inter	National	Cricket		S.Y.B.Com	Tejas. .Thakkar

	University Cricket Competition.					
Achieved Gold medal in various competition						
	Achieved Gold Medal In Karate Competition	State	Karate	S.Y.B.Com		Dhara.P.S hah
	Achieved Gold Medal In Khel-Mahakumbh Karate Competition	State	Karate	S.Y.B.Com		Dhara.P.S hah
	Achieved Gold Medal In Khel-Mahakumbh Badminton Competition	District	Badminton	S.Y.B.Com		Dhara.P.S hah
	Achieved Gold Medal In Inter Collegiate Athletic Competition	S.P.University	Athletic (200mt Run)	S.Y.B.Com		Dhara.P.S hah
	Achieved Gold Medal In Khel-Mahakumbh Kabaddi Competition	State	Kabaddi	M.Com		Ashruti.P. Patel
	Achieved Gold Medal In State Level Association Kabaddi Competition	State	Kabaddi	M.Com		Ashruti.P. Patel
	Achieved Gold Medal In Inter Collegiate Athletic Competition	S.P.University	Athletic (Javelin Throw)	S.Y.B.Com		Dhara.P.S hah
Cultural Activities:						
Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
2018-19	- First Prize Award - First Prize Award - Third Prize Award	The Western Railway Scout Guide Vadodara Region Drawing Competition		Cultural	- F.Y. B.Com. (A) - F.Y.B.Com. (B) - S.Y. B.Com. (A)	- Bhakti Toparani - Zalak Patel - Komal Patel
	- Third Prize Award	SPU Youth Festival		Cultural	- T.Y.B.Com. (A) - T.Y.B.B.A.	- Rutvika Pandey - Nidhi Bhatiya

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

College creates a platform for the active participation of the students in the various academic & administrative bodies including other activities. This empowers the students ingaining leadership qualities, rules, regulations and execution skills. BJVM's Student Council representatives actively participate in various activities. They help in coordinating all the events related to academics and other co- curricular & Extra-curricular activities, as per the directives of teaching faculty. They do lot of academic and administrative work by taking the help of other students. They also motivate other students to take part in the activities conducted by the college. They work as a medium between faculty and students. The constitution of the student council comprises President, Vice President, Secretary, Joint Secretary, and student council members. The composition of student members is of one topper from each class are nominated as class representatives, for all classes.

We have formed student committees such as:

1. Discipline & Anti-Ragging Committee
2. Sports & Games Committee

The student council plays a dominant role in many activities related to fine arts, sports and other co-curricular activities of the college. Various co-curricular activities organized by the student council include Special Lectures by experts, Seminars, Workshops, Symposium. Eminent speakers and industrialist deliver speeches on topics relevant to current educational scenario. Student members of the councils also celebrate important days like National Festivals, Birth/Death Anniversaries of important leaders, International Women's Day, International Yoga Day, Sports Day, Non-violence Day, Teachers Day, Freshers Day, Farewell Party, World Literacy Day, World AIDS Day, etc. The Student Council helps students share ideas, interests, and concerns with faculties and principal. They often also help raise funds for -wide activities, including social events, community projects, helping people in need.

5.4 Alumni Engagement

5.4.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words) : NO

B. J. Vanijya Mahavidyalaya College, the very epitome of excellence, stands like an iron pillar in the heart of Vallabh Vidyanagar, a place enriched with historical, political and cultural heritage. This college has become an icon by nurturing not only good students but also good citizens. As with almost all success stories, this college's road to success has also been full of ups and downs, and the Alumni Association of this college, has always been with this college like the hanging stilts of a Banyan tree, giving all-around support and providing refreshing nourishments. Through rigorous hard work 'BJVM Alumni ' has become the central point of connection for all the people associated with B.J. Vanijya Mahavidyalaya College and looks forward to continue it. It bridges the gap between the new and the old, providing a mutually beneficial environment. It conducts an orchestra of unequal melodies and creates beautiful music out of them. It rejuvenates the very roots of the institution, ensuring a beautiful future, through interactions between the past and the present. 'BJVM Alumni' has been humble but it also has been important. It has been organizing various activities right from the beginning of

its establishment. It has been conducting benefit programs, executing awareness programs, planning seminars, ensuring annual reunions -the list is never ending, and exhaustive. So, the activities of 'BJVM Alumni', that were most successful, in the last few years. Besides these 'BJVM Alumni' also arranges aids and scholarships for underprivileged students, giving them a chance for a better future. Here it would be a good place to stop and acknowledge the fact that the efforts of 'BJVM Alumni' would not have been fruitful without the encouragement and complete support of the college authority. In retrospect, 'BJVM Alumni' could have made more significant contributions to the overall development of the college, by focusing on quality over quantity. Nevertheless, 'BJVM Alumni', couldn't have done all this without the trust and support extended by its members. It has been a tremendous time for 'BJVM Alumni' and it would develop to be the best alumni association in due course of time.

5.4.2 No. of ~~registered~~ enrolled Alumni:

-

5.4.3 Alumni contribution during the year (in Rupees) :

-

5.4.4 Meetings/activities organized by Alumni Association : **Yes**

-

CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words) 1. Academic, 2. Administrative

1) A case in point: Annual budget: Proposal, Approval and Allocation.

The accounts department is in-charge of maintaining the budget. They manage all the sections of the college to ensure clarity of income and expenditure. There are various budgetary requirements at the institutional level. These include transport, career development centre, examination branch, operation, research and development, teaching-learning process, management education practices, applied learning and administrative processes. All departments' heads are invited to submit their carefully processed budget proposal for every academic year with a monthly break up to the accounts department. This budget proposal is formulated after lengthy discussions at department meetings organized by the head of the department. They arrive on a conclusive summary after discussing the essential requirements to fulfill the needs of the department including the budget required for student development activities like guest lectures, seminars, workshops and conferences. All proposals from various persons in charge, faculty and students are discussed in department meetings, reviewed and forwarded to the reporting authority for further processing. Principal after consulting with concern persons, budget is forwarded for the Chairman's approval. The Chairman then calls the leadership team for a meeting and accounts for further refinement of the budget. A final proposed budget including all anticipated income and expenditure prepared by the accounts department is presented to the governing body for approval. As the document is an outcome of an integrated approach of participative process, it is approved by the governing body. Any objections or concerns by the members are discussed, recorded and decisions with majority of acceptance are made for making changes in the proposals. Approvals of

budgets are communicated to all individuals who proposed them, through proper channels. Accounts department releases funds on a monthly basis, as planned. Through effective decentralization, the institution practices successful delegation and enhances the productivity of the college. Through participative management, each person in-charge handles their allotted activity and ensures its complete and constructive delivery.

2) A case in point: Decentralized Administrative System

The Head of the of Institutions in consultation with course coordinator takes the lead in the governance and management of the institution. The faculty members along with the course coordinator and Principal and other governing members of the committee support day today functioning of the college administration. The management inspires the staff members by its personal interaction during get together meetings and motivates the staff to give the best in the teaching assignments. They encourage and sanction funds to utilize the funds for different developmental activities of the college. They also contribute generously in terms of awards and recognition to deserving candidates. The Principal coordinates with the teaching, non- teaching and student body members for the effective functioning of the college. Participative management is practiced in various initiatives. A decentralized administrative system with the intention of providing the best to the student body is in practice in this institution. Important developmental plans are discussed by the Principal along with all the committee members in which students are also a part. Plans are executed only after reviewing the suggestions. These meetings are consultative in nature and enable appropriate decision making. A meeting with the management every semester and monthly meetings or discussions with the Principal enable the staff and students to participate and contribute to the personal as well as institutional growth. The Principal assigns specific duties to various academic and administrative bodies of the college on the basis of the suggestions made by the management. Senior faculty members are given responsibilities to act as mentors and counselors to minimize the centralization of authority, to make decisions and implement them faster which helps to streamline the academic process and progress of the student. The head of the department has been given all the freedom and authority to decide on the various activities pertaining to academic and administrative work pertaining to their department and are given the responsibility of delegating work to the other faculty in their department. The department decides the equipment, projects, and activities to be done for the academic session under the guidance of the HOD or the senior faculty member. The departments put up the proposals regarding their requirements. They are in turn put up to the management for necessary financial sanction. After sanction, execution is the sole responsibility of the management. The students take an active part in the governance of the activities in the campus. The student body consists of the President (Final year), Vice President (Final Year) and the Secretary (Second year). These three will have a group of Class coordinators who will represent their respective classes. Feed backs are obtained from the students to improve the quality of the services rendered. This student body under the guidance of the faculty is given the chance to take lead in the organization of various festivals like Sports Day, Annual day and other activities. This results in effective and proper execution of the work and promotes cooperation between management, staff and students.

6.1.2 Does the institution have a Management Information System (MIS)? Yes/No/Partial: Yes
6.2 Strategy Development and Deployment
6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):
❖ Curriculum Development
Our college is affiliated to Sardar Patel University, Vallabh Vidyanagar and follows the curriculum and syllabus prescribed by the University for all its courses. After every 5 years, University revise syllabus and faculty members from our college have been a part of the curriculum development committee formulated by university and have contributed to curriculum development.
❖ Teaching and Learning
At our college we follow a holistic approach for growth and development of students, Our teaching and learning methodology includes brainstorming, presentations, inquiry learning, hands on activities, case studies, assignments, etc. We provide adequate infrastructural facilities for teaching learning. We have well qualified and experienced faculty members. We provide Computer facilities with latest configuration hardware and original licensed software. (Tally with GST) Remedial classes for special care for students who are considered as slow learners. We at MSI believes that Education is a never-ending process, hence we motivate our faculty members to join Orientation Programme, Refreshers Courses, Workshops and FDPs to upgrade their skills and constantly be in the process of learning so that they can percolate the benefits of their updated knowledge and skills to students. We motivate our faculty members to pursue higher studies. We encourage our faculty members to use innovative teaching methodologies. Our college is WI-Fi enabled campus and provides facility for students to use internet as a resource in their studies. We have centralized semi IT Library where student can utilize online resources for their knowledge building. Our college has huge library with books, journals, magazines, newspapers etc. all available for students.
❖ Examination and Evaluation
As per University rules, there is internal examination to be conducted in a semester by the Institution and at the end of semester End External Examination is conducted by University, which is a centralized process managed by University. We follow a disciplined strategy for evaluating our students, which includes class tests, assignments, viva and presentations. Marks are displayed on the notice board and students can consult if any problem arise .We also conduct Arrear test for those student who have valid reasons like sickness injury etc. We also provide opportunity to the students for the reassessment of internal test paper. We also provide facilites of improvement test to needy students.
❖ Research and Development
The Institute Central library facilitates, research-oriented books, journals & e- journals for research reference. Faculty members are provided with computer facilities which help them carry out their research work.The institute has Wi-Fi enabled internet facilities for the fast access to online resources. The faculty members are encouraged to publish their research contributions in various National & International Journals and conferences. The institute motivates the faculty members to

attend research-oriented seminars/workshops/conferences, etc., by providing special duty leave. The Institute encourages faculty members to pursue Ph.D programmes in reputed universities

❖ Library, ICT and Physical Infrastructure / Instrumentation

The library materials via Web- Information and Library Network (INFLIBNET) Centre, Gandhi agar. One can subscribed for online databases through login and password. All the computer are having internet facility For security of library materials, we are having five fire extinguishers within the library. Library is having computers facilities for staff and students. Detailed list of currently subscribed journals is also uploaded on library website (printed & online). Computers were purchased to replace older versions. The college have 38014 books, 11749 Refrence books and 70 Journals.

❖ Human Resource Management

We believe in team building and collective decision making The Institute organizes various orientation and enrichment programmes for both teaching and non-teaching staff members for upgrading their skills in accordance with the latest technology. Salary, pay-scale and increments are given to staff members as per Government norms which leads to employee satisfaction. Institute grants Medical, Casual, On Duty and Special Leave to its faculty members. And Non Teaching gets Medical, Causal and Earned Leave as per the norms of University. It also provides Maternity Leave according to norms to its female members. Duty leaves are provided for attending enrichment courses/seminars/conferences/ workshops and exam duties. The faculty and staff members are entitled to avail summer and winter vacations as per guidelines of the University. We have Biometric, CCTV facility which are used for human resource management

❖ Industry Interaction / Collaboration

Efforts are made to build and maintain excellent rapport with the Top Management of various Organizations and Industries and forge collaborative Industry, Academia alliances. This provides a unique and rare opportunity provided to students to learn the theoretical concepts practically. Institute is in process of initiating MOU with major companies, where the component of learning that focuses on the application of theory in an authentic industrial context. Some of the major companies which visited the campus in the last academic session are: TCS, ICICI Prudential Life Insurance Corporation, Royal Enfield, Vindhya InfoTech, Kirtiraj Foods, Tech Mahindra, Gocool International, Geniebag Solutions and Concentrix Corporation. Trade Fair Visit –Vibrant Gujarat at Gandhinagar. Visit organized for BBA Students to (list industrial visit). In BBA We arrenge industrial visit of different industries to enhance practical and theoretical knowledge of the students. We also give comprehensive projects to the students of TYBBA students. We invite industrialist and excucatives to deliver the guest talk on the different areas of the business.

❖ Admission of Students

Our college is an affiliated College of Sardar Patel University. Centralised online admission procedure is followed by university and based on their online admission procedure; students are admitted to Colleges based on their preferences and ranks. We also visit various schools to motivate students to pursue higher education and uniqueness of our college is informed to them.

6.2.2 : Implementation of e-governance in areas of operations:
❖ Planning and Development
<p>E governance has been adopted by our college to provide more accurate quality information. Students and stakeholders . Our college use E-governance system for planning and development at Government, Society and College level. Academic calendar is prepared for each academic year is according Sardar Patel University prepared as per university term schedule. The college use Smartphone with inbuilt social app like Gmail and WhatsApp to plan academic and non academic activities of the college. It helps to provide the brief notice of any event to be happened on college The college has Biometric attendance for teaching and non-teaching staff. The college campus is well equipped with CCTV Cameras at every place of need.</p> <p>The college website is interlinked with university websites for regular updating of curriculum.</p>
❖ Administration
<p>The Administration of the College is functions with E-governance system at Government, Society and College level. The college tries their best to keep in touch with latest tools of administration with available tools in hand. Such as use of Smartphone with inbuilt social app like Gmail and WhatsApp they share the notes to students. It helps to provide the brief notice of any event to be happened on college WhatsApp Group for awareness and of smooth functioning of the same. The college has Biometric attendance for teaching and non-teaching staff. The college campus id equipped with CCTV Cameras at very place of need</p>
❖ Finance and Accounts
<p>The college uses the Tally software for E-governance for transparent functioning of Finance and Accounts department of the college. This helps to increase the efficiency of staff towards the accuracy in financial transactions. The college conducts regular audit of annual books of accounts. The administrative office keeps the all financial records separately as per the events and transactions made for. The administrative office maintains the Books of Accounts properly which helps in auditing procedure quaterly as well as annually.</p>
❖ Student Admission and Support
<p>The most important key factor of the college toward the student's admission and support is that college has system which allows the student to take admission with fee of Rs. 20/-at the initial stage of admission process of every academic year. This is the one of the important thing which supports some students those are facing financial issues. The College _____ software for the admission purpose. College has extended helping counter for the students which provides them several services as such Admission form Filling, Examination form filling as well as Scholarship Form filling at one place. This service counter protects the students from outside service centre where they need pay fees for it. The Helping counter i.e. service centre provided at college is free of cost. The College has provided the facility to the students for linking the contact number with aadhar card which was mandatory for the students as per the government rule.</p>

❖ Examination					
<p>The college has the transparent examination system, internal as well as external examination conducted under the healthy environment. All classrooms are equipped with CCTV surveillance. The College has the separate Examination monitoring room as well as strong room, assessment work is carried out in college premises. After assessment, answer sheets are shown to the students. As per the requirement of Examination department all the necessary equipments are provided by the college such as Separate Desktop and Internet Facility for online procedure of Paper Downloading and further activities for exam purpose. The examination department has the separate Machine for printing the question papers downloaded from university portal. All the exam related work is done through Sardar Patel University portal (https://spuportal.in/SPLogin.aspx)</p>					
6.3 Faculty Empowerment Strategies					
6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year 2018-19					
Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support	
-	-	-	-	-	
6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year					
Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
	Computer Skill Development Program (RDP)	Tally ERP with GST For Schools and Colleges	11/6/2018 to 23/6/2018	-	70
6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year					
Title of the professional development programme			Number of teachers who attended		Date and Duration (from – to)
-			-		-
6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):					
Teaching			Non-teaching		
Permanent		Fulltime	Permanent		Fulltime/temporary
-		-	-		-
6.3.5 Welfare schemes for					
Teaching		<ul style="list-style-type: none"> • CVM's Health Center • University Health Center • Group Insurance Schemes, • EPF • Maternity leave. 			

	<ul style="list-style-type: none"> • Staff Quaters , • Hostel Facility for Boys and Girls. • Apollo Pharmacy (SPUATA) • SPUATA Provides 75000 Rs financial help for the cronic decease. • SPUATA also provides help of Rs. 2 lakhs in case of Death of any faculty. • Admission is provided to on concessional fees at Music and Dance college. 			
Non teaching	<ul style="list-style-type: none"> • Earned Leave, EPF, Maternity Leave 			
Students	<ul style="list-style-type: none"> • In campus hostel facility with quality housing and meal is provided to students. Regular interaction with parents is done to ensure a coordinated effort for the welfare of the students. • Scholarships and Free ships from Govt. And CVM and Alumni. • Book Bank facility is provided to the economically backword class. • Fee Payment for Students 			
6.4 Financial Management and Resource Mobilization				
6.4.1 Institution conducts internal and external financial audits regularly (with in 100 words each)				
<p>Yes, The annual budget is prepared by college and management every year for the requirements of various departmental activities. The account of the institution is subjected to an audit by a certified external chartered accountant appointed by the management. The income and expenditure are from different sources are audited regularly by the internal and external auditors.</p>				
6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)				
Name of the non government funding agencies/ individuals	Name of the non government funding agencies/ individuals	Name of the non government funding agencies/ individuals	Name of the non government funding agencies/ individuals	Name of the non government funding agencies/ individuals
Sponsors CVM Donation	Sponsors CVM Donation	Sponsors CVM Donation	Sponsors CVM Donation	Sponsors CVM Donation
6.4.2 Total corpus fund generated				
6.5 Internal Quality Assurance System				
6.5.1 Whether Academic and Administrative Audit (AAA) has been done?	6.5.1 Whether Academic and Administrative Audit (AAA) has been done?	6.5.1 Whether Academic and Administrative Audit (AAA) has been done?	6.5.1 Whether Academic and Administrative Audit (AAA) has been done?	6.5.1 Whether Academic and Administrative Audit (AAA) has been done?
Audit Type	Audit Type	Audit Type	Audit Type	Audit Type
-	-	-	-	-
Academic	Academic	Academic	Academic	Academic
-	-	-	-	-

Administrative				
i. Activities and support from the Parent – Teacher Association (at least three)				
<ul style="list-style-type: none"> In the Current Session Parent Teacher Meeting was held. Parents are cordially invited to attend Orientation Programme of their wards. We conduct regular meetings and telephonic contact with the parents on monthly basis after analysing attendance. Feedback from parents is given due consideration. Parents are always invited for Appreciation Ceremony of Meritorious Students on Annual day 				
6.5.3 Development programmes for support staff (at least three)				
Soft Skills Training Programme Work Motivation and Appreciation Financial Assistance as and when required				
6.5.4 Post Accreditation initiative(s) (mention at least three)				
<ol style="list-style-type: none"> Regular health check-up camps in college to ensure the well-being of the employees ‘Holistic’ approach towards all the stake holders More open interactive and progress oriented organizational culture 				
6.5.5				
a. Submission of Data for AISHE portal : (Yes /No) : Yes				
b. Participation in NIRF : (Yes /No) : Yes				
c. ISO Certification : (Yes /No) : No				
d. NBA or any other quality audit : (Yes /No) : No				
6.5.6 Number of Quality Initiatives undertaken during the year				
Year	Name of quality initiative by IQAC	Date of conducting activity	Duration	Number of participants
2018-19	NAAC Sponsored Two Days National Seminar on “Emerging Trends in Quality of Teaching, Learning and Evaluation: The Road Ahead”	22 nd & 23 rd February, 2019	22 nd & 23 rd February, 2019	118
2018-19	Workshop on “Research Methodology and Plagiarism”	19 th March 2019	19 th March 2019	50

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Title of the programme	Period (from-to)	Participants	
		Female	Male
Mental Health- Stress Management			
Physical Health – Installation of incineration machine in girls’ room and orientation programme for girls, how to use this machine and its benefits	08-03-2019 & 11-03-2019	200	-

Mahila Abhayam Helpline (181)	28/01/2019	80	-			
Self-defence Programme	16/02/2019	75	-			
Spiritual Upliftment						
Women Empowerment (Guest Talk) Gender Sensitization and Equality	13/02/2019	80	40			
7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Percentage of power requirement of the College met by the renewable energy sources						
Green Audit Certificate and Report (B Grade)						
7.1.3 Differently abled (Divyangjan) friendliness						
Items Facilities	Yes/No	No. of Beneficiaries				
Physical facilities	-	-				
Provision for lift	-	-				
Ramp/ Rails	Yes	-				
Braille Software/facilities	-	-				
Rest Rooms	Yes	-				
Scribes for examination	-	-				
Special skill development for differently abled students	-	-				
Any other similar facility: Wheel Chairs	Yes	-				
7.1.4 Inclusion and Situatedness						
Enlist most important initiatives taken to address locational advantages and disadvantages during the year						
Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
2018-19	many	many	18/03/2019	Visit to Amul Dairy	visit	80+03
2018-19	many	many	18/03/2019	Visit to Sardar Patel Memorial	visit	80+03
2018-19	many	many	18/03/2019	Visit to Bank	visit	35
2018-19	many	many	18/03/2019	Visit to Health Center	visit	30
2018-19	many	many	18/03/2019	Visit to Sardar Patel House	visit	60+03

7.1.5 Human Values and Professional Ethics		
Code of conduct (handbooks) for various stakeholders		
Title	Date of Publication	Follow up (maximum 100 words each)
Prospectus for Students (CVM and BJVM)	Every Year	<ul style="list-style-type: none"> - For getting admission in BBA clear guideline BCOM,BBA and MCOM - Payment of fees and submission of documents and relaxation in fees and scholarship - For outsider getting provisional eligibility certificate - Rules and regularation laid down by the college and university relating to class work, attendance, assignments , test performance , discipline, internal and university exam. - Rules regarding stay in the hostel, anti regging and use of mobile and vehicles - Participation in industrial/ educational tours, exposure programmes, regularity and punctuality
Code of Conduct issued by CVM (for Teaching , Non Teaching and Head of the Institutuon)	23/10/2018	<ul style="list-style-type: none"> - Playing secular prayers regularly before the college starts - Regularity and punctuality of time and attendance - Active involment in activities and programmes of CVM and college - Active participation in teaching, learning research and expansion programmes - Informing about achievements and awards and recognition - Developing values of co-operation and unity - Following rules and regularation and maintaining organisation al descipline - Grievances redressal for all employees - Rules for leave and leaving the campus during college hours (Maintaining movement register) - Maintaining work dairy - Taking action against absentism of the students in the class rooms - Preparing and submitting personal academic and extra activities report in every semester - Taking (obtaining) prior approval for organising any kind of programme - Maintaining aing secracy and dignity of work reltaed to internal and university exam - Maintaining dress code, behaviour, wearing Icard, judicious used of mobile, completion of syllabus and counselling of students - Not to provide college platform for marketing purpose to any other external agencies

		- Mainting decorum in any kind of celebration and taking permission in inviting guests for the various function
UGC Regulation		-
Handbook of S. P. University		-
7.1.6 Activities conducted for promotion of universal Values and Ethics		
Activity	Duration (from-----to-----)	Number of participants
Sarva Dharma Sambhav Programmes (Sarva Dharma Prathana)	02/10/2018 and 22/02/2019	Students and Staffs
Human Rights Awareness Programme		
Internation Yoda Day at College (Practice Session) and at CVM	18-06-2019 and 19-06-2019	All Teaching and Non-Teaching Staff and 250 students
7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)		
1. No Vehicle Day Celebration		-
2. No Plastic Use (Say No to 'Single use Plastic')		✓
3. Making And Distribution of Paper bags		✓
4. Tree Plantation		✓
5. Compose Pit		✓
6. Water Harvesting		✓
7. No Mobile Day		-
8. Reused of one side used papers		✓
7.2 Best Practices		
Describe at least two institutional best practices Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link		
1. Business Battle		
2. Students Senate		
3. Eco Club		
4. Finishing School Programme		
7.3 Institutional Distinctiveness		
Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust Provide the weblink of the institution in not more than 500 words		
<ul style="list-style-type: none"> For the last 10 years our college is having Placement Cell under Udisha. Every year various renowned companies, banks like HDFC, Kotak Mahindra, TATA Consoltancy, Concentrix Corporation come to our college for conducting interviews for final year students (B.COM/M.COM/B.B.A) in which they pass through various phases of the recuritment procedure selected students are given offer letters with handcome packages. In addition to that this Year (2018-19) our college got selected for organising Mega Job Fair-2019 		

by Government of Gujarat for Anand and Kheda district on 5th and 6th feb 2019. In this Mega Event form 45 higher education institutes more than 4250 Students from Arts, Science, Commerce, Education , Home Science and Engineering colleges affiliated to Sardar Patel University and Gujarat Technological University located in Anand and Kheda district. More than 30 companies representatives came for conducting inviews. Our college infrastructure and Management Skills were appropriate for this purpose. From planning stage to its consequitively for two days the campus becamed live. As a part of creaction for suitable envirnment for this Mega Job Fairs to serve the purpose the classes were the interviews conducted all the technical human resourse were provided. Form breakfast, lunch and snacks all the basic requirements were taken care of. Because of excellent planning and its execution the college was awarded with the most active college by Government of Gujarat.

- being a grant in aid institution this year our college has been sanctional grant of Rs 5 lacs for conducting classes under under Government scheme named Finishing School, the objective of this programme is to prepare the students to match with the industry to cope up with the industry catered needs. which is well servel in our institute.
- It proves complimentary to our healthy practice of Placement Cell. Under this programme knowledge Consortium of Gujarat recognized trainers prepare the students for personality Development, Communication Skills Grooming and Group Discussion. More emphasis was given to improve their english especially speaking ability which ultimate contribute in development their over all personality.
- Before Finishing School Programme introduced by Government of Gujarat in our college through globarena and Personality Development Programme by Career Development Center of Charutar Vidya Mandal every year classes were conducted at all levels of B.COM and B.B.A. through these progamme the students were given to given platform to develop Emploability Skills.

District Youth Parliament -2019

- It is indeed a proud moment for our college that District Youth Parliament Festival 2019, Anand district was hosted by our college in the capacity of Nodal Istitute, it was jointly organised by BJVM NSS Unit and Nehru Yuva Kendra Sangathan under affairs and Sports, Government of India. The theme was ‘Be The Voice’ of New India. Find solution and contribute to policy. BJVM NSS Programme officer Dr. Pareshkumar Mordhara, Nodal Officer district Youth Parliament, Anand district managed the varoius stages like waking screening and digital screening. Total 181 students participated in waking screening and 20 students participated in digital screening. Finally 70 students got seleted for the final round which was conducted on 24th January 2019 form in M.P Patel auditorium Sardar Patel University. The occasion was graced by the presence of Shri Kamal Kumar Kar- NSS Regional Director and Dr. Shirish Kulkarni Vice – Chancellor, Sardar Patel University.
- Involved the students and there by sensitized them towards crucial issues of society and nation at large. Various NSS activites and programme at college campus were conduted throught the year during Annual Camp at adapted village Shahpur, TA: Petlad activites mainly focussed on rural life and issues were also succesfully ogranized. By staying there for one week the Voulanteers and Programme Officers got explored with rural life.
- as a part of recognition, Sardar Patel University NSS and Govenmrnt of Gujarat has awarded BJVM NSS Volunteer Kishan Kothiya with the best NSS Volunteer Award for his remakable and sincere participantier throught the year.

- College is located in semi-urban area to fulfill need of higher education of students urban as well as rural area specially from interior and remote areas.

8. Future Plans of action for next academic year (500 words)

- Organization of workshop, seminar and job oriented services by the Career Counselling and Placement Unit. The college plans to organize job interviews by local companies and also organize interactive sessions of final year students with skilled professionals and alumni.
- Organization of seminar and workshop by the IQAC to promote the quality improvement strategies in teaching-learning, research, extension related and co-and extracurricular activities. IQAC is also planning to publish a handbook on quality assurance in this context for wide circulation.
- Organization of workshop for E-content development at a larger scale and duration to promote the use of E-resources among all faculty members. The use of Learning Management System (LMS) for regular teaching, learning and evaluation related activities by maximum number of teachers will be encouraged.
- Encouraging faculty members to complete their doctoral degrees and to continue research activities through quality publications and research projects
- Construction of rain water harvesting system in the college campus.
- Increasing the number of environment friendly initiatives by NSS and ensuring participation of maximum students in such initiatives.
- Promoting activities such as Yoga, physical exercise, meditation etc related to development of mental and physical fitness of students, faculty and staff.
- Placement Activities: We plan to conduct a large number of pre-placement activities like Finishing school Programme for the final year students of Bcom, BBA and MCom courses, so as to help them optimally utilise the benefits of placement opportunities. This is being initiated by the Government of Gujarat.
- Promoting the harmony and cooperation among faculty members and ensuring overall college development by a well organized and transparent "staff club" framework. A committee has been proposed by the Teachers' Council in this context at the beginning of academic session 2019-2020.

Name : Shri I. N. Tandel

Name: Dr. Ketaki Sheth



Signature of the Coordinator, IQAC



Signature of the Chairperson, IQAC
