

C. B. Patel Arts College
Nadiad, Gujarat – 387 001

(Affiliated to Gujarat University, Ahmedabad)

(NAAC Accreditation: B+)

THE ANNUAL QUALITY
ASSURANCE REPORT
OF THE
INTERNAL QUALITY ASSURANCE CELL
(For the year 2007-08)

Prof. Rajanikant Jain
Coordinator IQAC

Dr. Manoj Patel
Principal
Chairperson IQAC

PART – A

“Education for Empowerment and Education for Enlightenment”; to achieve this mission, our college by incorporating the ‘Learner Centric Approach’ is trying to cater the needs of the diverse sections of the rural and semi-urban students of this area. After getting B+ in its first meeting in the month of June 2007 it was planned that to achieve ‘excellence’ in the Academic year 2007-08, it would be right to keep in mind, the ‘commendations’ of the Peer Team Report and try to achieve the immediate possible ‘Recommendations / Suggestions’ given in the ‘Peer Team Report’. The IQAC deliberated and decided to carry out the following activities towards Excellence:

1. To initiate a centralized computer centre with Internet facilities.
2. Strengthening of the Alumni Association and Parents-Teachers Association.
3. Teachers will be encouraged to use Audio-visual aids in classroom teaching.
4. To involve various stake-holders for fund raising and resource mobilization.
5. To complete computerization and automation of the Library Services.
6. To motivate the Teaching and Non-Teaching staff to undergo Computer Training.
7. To start separate PG courses for Economics and Psychology and expand the PG courses in sociology.
8. To arrange regular career orientation and placement programs.
9. To motivate students and Teachers for seminars, conferences and research work.
10. To prepare ‘Vision Document’ and action plan for further development of the college.

At the end of the academic majority of the above planned activities are positively achieved and some of them are getting positively achieved and some of them are getting positively carried on, the following Part-B of the IQAR is indicative of the ‘plan’ at the beginning of the year 2007-08, ‘execution’ of it during the year, and the documentation and reportage of it.

C.B. PATEL ARTS COLLEGE, Nadiad

AQAR of the IQAC – 2007-08

PART – B

1. The academic activities planned by the college and endorsed by the Management are:
 - i. Meeting of the Management in July 2007
 - ii. Management and College staff meeting in August 2007 disclosed the plan the Confidential Report of the Peer Team and all agreed that, gradually the college will try to follow the suggestions and recommendations suggested by the Team.
 - iii. Reformulated the various committees for the effective functioning of the curricular as well as extra-curricular activities. The following committees formed during the year:
 - a. Students representative committee
 - b. Exam committee
 - c. Sports committee
 - d. Co-curricular committee
 - e. Library committee
 - f. Discipline committee
 - g. Time Table committee
 - h. Internal Exam committee
 - i. UGC and NAAC committee
 - j. Medical committee
 - k. Scholarship and Free-ship committee
 - l. P.G. committee
2. To add to the present 7 UG and 4 PG programs the following two, new PG Programs are initiated and the proposals is sent to the affiliating Gujarat University:
 - i. PG in Economics (Entire Subject)
 - ii. PG in Sociology and Psychology (Special)
3. To initiate the inter-disciplinary programs, a New Book Exhibitions by the Hindi Department was organized. All the books, especially, the Hindi Classics and Reference books were exhibited. All other seven departments visited the Exhibition which created the subject awareness, resulted into interaction and with other departments and enriched the Hindi department itself. It is decided that every year a department will organize such Book Exhibition and interact with the other departments.

4. The college helped and facilitated the following development programs:
 - i. 3 National Level Seminars and Conferences attended with Research Papers.
 - ii. 3 State Level Seminars attended with Research Papers.
 - iii. 4 Workshops attended
5. Our College organized a state level Inter University Seminar on Economics. Where 141 Student delegates and participants actively deliberated and total 20 Research Papers were presented.
6. Internal Resource Generation is made by
 - i. UGC approved Functional Hindi (UC) Self Finance Course is now completely un-aided from any grant giving body. This course is self finance and follows the Gujarat University's fee structure.
 - ii. The Education Society Consumer store is running on the No Profit and No Loss basis at the end of the financial year generates same resources.
 - iii. College Building was provided for the Competitive Exams like LIC, for the Assembly and Local Government Municipal Elections the building was given.
 - iv. Alumni Association and 'Parents and Teachers' Association jointly collected donation of Rs. 50000/- (Rs. 18000/- Alumni Association and 22000/- Retiring Teacher P. K. Makhija) which will seed money. This move of donation collection will be regular feature and the amount will be used for the general development of the college as well as of the students.
7. Community Services:

The NCC unit and the 'Collegiate Women Development Cell (CWDC) carried out the following services:

 - i. Blood Donation Camp
 - ii. Legal Literacy Awareness Program with the help of Local Police Services and Legal Experts.
 - iii. Consumers Rights Awareness with the support of the Zonal Office
 - iv. AIDS Awareness Program
 - v. Traffic Rules Awareness Rally organized
 - vi. World Peace Day observed with the BrahmaKumaris
8. Teachers and officers newly recruited:

Apart from the 20 permanent teachers, 8 Ad-hoc teachers appointed by the management during 2008-09 year: They are:

 - i. Ms. Surajben B. Vasava – Political Science
 - ii. Shri. Bipinbhai M. Vaghela – Sociology

- 10 Ad-Hoc teachers appointed during 2007-08 Year
 - i. Shri. Hemabhai Padhiyar – Economics
 - ii. Shri. Uttam Purohit – Economics
 - iii. Ms. Smitaben Makwana – Hindi
 - iv. Ms. Urvashiben Patel – Hindi
 - v. Ms. Pritiben D. Bhoi – Hindi
 - vi. Dr. Kiritbhai R. Patel – Gujarat
 - vii. Ms. Bhartiben V. Trivedi – Sanskrit
 - viii. Shri. Ketanbhai A. Patel – Political Science
 - ix. Shri Hemat Jadav - Psychology
 - x. Ms. Zankhana N. Bhavsar – Librarian
 - xi. Shri. Vijaybhai Chauhan – Sports Incharge

9. Teaching – Non teaching staff ratio: 30 : 15
2:1

10. Improvement in the library services:

- i. Computerization of the Library is an ongoing process, in the absence of a permanent Librarian the Ad-hoc librarian is carrying out the job. Out of the 45,000 entries more than 8000 are entered in the computers.
- ii. Internet access facility is improved from one computer to three computers.
- iii. Inter Institutes and Inter-College Library collaboration is started.

11. New books/journals subscribed and their cost:

During this academic year, 926 new Text Books worth of Rs. 71263/- and 242 Reference Books worth of Rs. 36374/- are purchased. (Total 36) Journals and Magazines were subscribed with the subscription amount of Rs.8720/-.

12. The unit cost of education for the academic year 2007-08:

- i. Including the Salary Component

Rs. = Rs. 8820033

Students 1550

= Rs. 5690/-

- ii. Excluding the salary component

= 505950

1550

= Rs. 326/-

13. Computerization of administration and the process of admissions and examination results, issue of certificates:

From admission to final result all details of the students are computerized. Cash, Accounts, and fee receipt is computerized. Students Transfer Certificates, Students Transcripts, Recommendation Letters, all are computerized. Students Presence Sheet, Records of Marks for Internal Examination as well as University Examination is computerized. Employees' details of, services, development, salary, leave and CAS is computerized.

14. Increase in the Infrastructural facility:

- i.** A new UGC – Grant Hall is built.
- ii.** Internal Compound wall with Entry and Exit is built.
- iii.** Fencing with barbed wire of the garden area

15. Technology Up-gradation:

To the present computer facilities at the Administrative office, Principal office, Library and Common staff room, the following up gradation is done:

- i.** All the computers are LAN
- ii.** 10 New Computers, a server and 10 new computer Tables and 10 chairs purchased
- iii.** Internet facilities extended as well as expanded

16. Financial aids to the students:

The following financial aids to our students are provided:

A. From the Central Government:

- i.** National Merit Scholarship
- ii.** National Merit Loan Scholarship
- iii.** National Sports Scholarship

B. From the State Government:

- i.** Free Education for the Girl Students
- ii.** E.B.C. and Baxi Free-ship
- iii.** S.C. and S.T. Scholarship
- iv.** Gujarat State loan Scholarship (Interest Free)
- v.** Handicap Scholarship
- vi.** Gujarat Higher Education Scholarship
- vii.** Poor Students Relief Fund free-ship

C. From the college:

- i.** College Students Union Fund
- ii.** Poor Students Free-ship
- iii.** Donor Shree Zaverbhai Baberbhai Memorial Fund
- iv.** Sportsperson Scholarship from Students Union
- v.** P.G. Free-ship and Scholarship

17. Support from Alumni and Parents-Teachers Association and its activities: At beginning of the year, in the month of July, a formal meeting is held so, that the previous year's results of the students are deliberated and a plan for the upcoming year is prepared. At the end of the year, probably in the month of April a meeting is organized. This association together:

- i.** Initiated a fund to support the students
- ii.** Initiated to share the career and vocational guidance
- iii.** Planned to organize expert's lectures

18. Health Services:

- i.** First Aid is available
- ii.** Medical check-up is mandatory for all students
- iii.** Blood Donation Camps organized by the NCC and CWDC
- iv.** Female Health Awareness programs arranged by CWDC
- v.** Thelesemia Awareness program is a regular activity

19. Performance in Sports Activities:

- i.** Two boys of our college represented our University in Inter University cricket at Udaipur, Rajasthan
- ii.** Two girls represented our University in Inter-University Handball Tournament. Tamilnadu
- iii.** A Bronze Medal was won by one boy at National Open Wrestling Competition
- iv.** A runner-up at State Level Power Lifting Tournament
- v.** Gujarat University Inter-zonal participation in the following games:
 - a. Kabbadi
 - b. Judo
 - c. Athletics
 - d. Chess

The Sports Incharge of the College officiated for "The Special Olympics for the Disabled" at IPCL, Baroda, 21-24 December, 2007.

20. Incentives to outstanding Sports Persons:

- i.** Best Sportsman of the year Award (Silver Medal)
- ii.** Best Sportswoman of the year Award (Silver Medal)
- iii.** Sports kits, costumes and equipments provided
- iv.** 7 students provided Fee waivers for their Inter University Sports participations
- v.** Special study classes were arranged for them
- vi.** Sports scholarships in cash awarded for the Inter College competitions

21. Students Achievements and Awards:

A.

	Class	No. of Students	First Class	Total Result
i	First Year	615	19	82 %
ii	Second Year	414	25	76 %
iii	Third Year	478	26	91 %

B. Extra Curricular Activities:

College students won awards and positions at the University Youth Festivals in the following activities:

- i.** One Act Play
- ii.** Quiz
- iii.** Classical Music
- iv.** Essay Competition
- v.** Debate
- vi.** Elocution

C. NCC Achievements:

a. NCC Cadets Boys Completed:

- i.** Army attachment Camp – No.1 at Kutch-Bhuj
- ii.** C.A.T.C. – Camp No - 1 at Balasinor
- iii.** C.A.T.C. – Camp No - 3 at Nadiad
- iv.** All India Trekking Camp, Girnar, Junagadh
- v.** TAC – Camp, New Delhi
- vi.** RDC – Camp, Karamsad
- vii.** Army Attachment Camp – No - 2 at Kutch-Bhuj
- viii.** Special NCC Camp, Ahmedabad
- ix.** NIC – Camp, New Delhi

- b. NCC Cadets Girls Completed:
- i.** C.A.T.C. – Camp, Nadiad
 - ii.** All India Trekking Camp, Sikkim
 - iii.** RDC Training Camp, Karamsad
 - iv.** Clean Campus Camp, Nadiad
 - v.** Marine Camp, Okha
 - vi.** Blood Donation Camp, Nadiad
 - vii.** Traffic Awareness Camp, Nadiad

22. Guidance and Counselling Activities:

- i.** International Centre for Entrepreneurship and Career Development one day seminar for college students arranged.
- ii.** Indian Institute of Medical Representatives Private Ltd. (IIMR)
- iii.** Indian Institute of Hardware Technology (IIHT) provided mock Written Test, Group Discussion, Interview, and Project Preparation guidance.
- iv.** HDFC provided placement information

23. Best Practices of the Institute:

- i.** This college being the pioneer to go for NAAC in this Central part of the Gujarat State and achieved B+ grade, started extending NAAC Awareness and NAAC Orientation Programs so, that the remote area colleges are helped. Representing the college, the NAAC Coordinator, Prof. Rajanikant Jain, extended guidance and motivation to Managements, Principals, and College Staff by PowerPoint presentations and printed materials, to the various 10 colleges of this area, out of which, 8 colleges got NAAC Accreditation.
- ii.** Inter College Student Seminar was organized.

PART – C

Detail plans of the Institution for the year 2008-09

1. To carry on the present '10 Points' Plan' and strengthen the Institutional development by consolidation the pace of the progress.
2. To develop the existing building and infrastructure so, that the increasing strength of the students is accommodated.
3. To have the INFLIB – Network Connection so, the College Library is Nationally connected
4. To recruit Teachers against the vacant posts by convincing the State Government.
5. To organize National Seminar/s one each in Language section and Social Sciences
6. Increase Community services through NCC and CWDC and College Students Union.
7. Motivate Teachers for research work, Ph.D., and Publications.

Prof. Rajanikant Jain

Name and Signature
Coordinator, IQAC

Dr. Manoj R. Patel

Name and Signature
Chairperson, IQAC

To,
The Director,
NAAC – Nagarbhavi
Banglore – 560072

Matter: AQAR for the academic year 2008-09 by the IQAC

Respected Sir,

Please accept the IQAC report for the academic year 2008-09 and acknowledge the same.

Thanking you,

Yours faithfully,

Dr. Manoj R. Patel
Principal
C. B. Patel Arts College
Nadiad, Gujarat