

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

(Affiliated to Gujarat University, Ahemdabad)

(NAAC Accreditation: B+)

THE ANNUAL QUALITY
ASSURANCE REPORT
OF THE
INTERNAL QUALITY ASSURANCE CELL
(For the year 2011-12)

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. In the month of June 2011 the IQAC deliberated and decided to carry out the following activities towards Excellence:

Part C (copy)

A) Academic Activities

1. To execute the Semester System with CBCS.
2. To initiate a centralized computer centre with Internet facilities.
3. Strengthening of the Alumni Association and Parents-Teachers Association.
4. Teachers will be encouraged to use Audio-visual aids in classroom teaching.
5. To involve various stake-holders for fund raising and resource mobilization.
6. To complete computerization and automation of the Library Services.
7. To start Value added UGC sanctioned 3 certificate courses
 - Certificate Course in Translation
 - Certificate Course in Tourism
 - Certificate Course in Journalism
8. To arrange regular career orientation and placement programs.
9. To motivate students and Teachers for seminars, conferences and research work. To publish Books regularly.
10. To prepare ‘Vision’ and ‘Action’ for further development of the college Academic Excellence.

B) Infrastructure Development: from UGC grant

1. Building Extension and Renovation
2. Construction of a Multipurpose Hall
3. Building of more classrooms
4. Internal Road and Garden development
5. Language Laboratory with ICT Equipments

At the end of the academic year majority of the above planned activities are positively achieved and some of them are getting positively achieved, the following Part-B of the IQAR is indicative of the ‘plan’ at the beginning of the year 2011-12, ‘execution’ of it during the year, and the documentation and reportage of it.

C.B. PATEL ARTS COLLEGE, Nadiad
AQAR of the IQAC – 2011-12

PART – B

1. The academic activities planned by the college and endorsed by the Management are:
 - i. Meeting of the Management in July 2011
 - ii. Management and College staff meeting in August 2011 disclosed the plan for the Academic year 2011-12
 - 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. Admission Committee
 - b. Students representative committee
 - c. Exam committee
 - d. Sports committee
 - e. Co-curricular committee
 - f. Library committee
 - g. Discipline committee
 - h. Time Table committee
 - i. Internal Exam committee
 - j. UGC and NAAC committee
 - k. Medical committee
 - l. Scholarship and Free-ship committee
 - m. P.G. committee
 - iv. To commemorate the Golden Jubilee, of the State, the Gujarat Government planned Quality Development in Higher Education Program. As per the guidance from the State Government the college formed the following Committees and carried out various quality development activities. Swarnim Gujarat Committees as Government of Gujarat instructed (Sapta Dhara Committee)
 - a. Swarnim Gujarat Knowledge committee
 - b. Swarnim Gujarat Drama committee
 - c. Swarnim Gujarat Sports and fitness committee
 - d. Swarnim Gujarat Social Service committee
 - e. Swarnim Gujarat Music committee
 - f. Swarnim Gujarat Arts committee
 - g. Swarnim Gujarat Creative Writing and Elocution committee

For the Swarnim Gujarat Celebration the college is selected as a Cluster Resource Group of the area.

2. To add to the present 7 UG and 4 PG programs the following three, new Vocational Courses are planned, these courses are sanctioned by UGC and approved by Gujarat University:
 - i. Certificate Course in Translation
 - ii. Certificate Course in Tourism
 - iii. Certificate Course in Journalism

3. The college helped and facilitated the following development programs:
 - i. Organized a National Seminar Sponsored by Sahitya Academy on “Pannalal Birth Centenary year”. (Gujarati Department)
 - ii. Organized a National Seminar Sponsored by Hindi Sahitya Academy on “Kedarnath Agrawal: Personality and his contribution”.
 - iii. Organized a National Seminar Sponsored by Sanskrit Sahitya Academy on “Role of Sanskrit Literature in the Development of Indian Society”
 - iv. 1- Total 34 Research Papers are produced by College Faculties at various State and National Level seminars.
2 - Books published of previous National Seminars
 - v. Books published by our college faculties (3 Translation Books and 2 Research Article (Edi) Books).
 - vi. Swarnim Gujarat Celebration incorporated extension as well as social services.

4. During three National Seminars our college facilitated 300 delegates to interact with each other. 161 Research Papers were considered for the presentation. These seminar proceedings are under publication process as part of college’s Best Practices.

5. 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.

6. Community Services:

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

 - i. NSS Camp of 10 days at a village called Kanjoda.
 - ii. College adopted a village named KAJODA.

- iii. 'Save Environment' and 'Save Girl Child' programs were organized.
- iv. Blind Men's Association Award won for Highest Donation collection.
- v. Visit to Hindu Anath Ashram
- vi. Green Campus, Clean Campus program
- vii. Blood Donation Camp
- viii. Legal Literacy Awareness Program with the help of Local Police Services and Legal Experts.
- ix. Consumers Rights Awareness with the support of the Zonal Office
- x. AIDS Awareness Program and Thelesamia Awareness Program
- xi. Traffic Rules Awareness Rally organized
- xii. Patriotic Songs Competition.
- xiii. Personality Development Lectures

7. Teachers and officers newly recruited:

Apart from the 19 permanent teachers, 3 Ad-hoc teachers appointed by the management during 2011-12 year: They are:

Ad-hoc teachers appointed:

- i. Ms. Devika Gohil – Librarian
- ii. Shri. Govind Nandaniya – Hindi
- iii. Shri. Rajnikant Solanki – Economics

8. Teaching – Non teaching staff ratio: 2:1

9. 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 58,000 entries more than 21,239 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.

10. New books/journals subscribed and their cost:

During this academic year, 1034 new Text Books worth of Rs. 4,37,388/- and 45 Reference Books worth of Rs. 21,000/- are purchased. Total 31 Journals and Magazines were subscribed with the subscription amount of Rs.8720/- are subscribed.

11. The unit cost of education for the academic year 2011-12:

- i. Including the Salary Component**
Rs. 18,942/- (for 1430 students) 27088434 salary / 1430 students
- ii. Excluding the salary component**
Rs. 580/- (for 1430 students) 830074 salary / 1430 students

12. 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.

13. 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 for students and teachers.**

14. 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
- vi. Teachers Donations Scholarship

15. 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, 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

16. Health Services:

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

17. Performance in Sports Activities:

- i. Inter University Volleyball Girls Team member at Amravati, Maharashtra
- ii. Inter University Girls Cricket at Nanasthali, Rajasthan
- iii. One boy of our college represented our University in Inter University cricket
- iv. Gujarat University Inter-zonal participation in the following games:
 - a. Kabbadi b. Judo c. Wrestling
- v. Swarnim Gujarat Khel Mahakumbha Participation in:
 - a. Football b. Basketball c. Judo d. Wrestling

18. 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

19. Students Achievements and Awards:

A.

	Class	No. of Students	First Class	Total Result
i	First Year	467	23	76 %
ii	Second Year	397	25	91 %
iii	Third Year	419	12	87 %

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.** Skit
- iv.** Mime
- v.** Debate
- vi.** Elocution

C. NCC Achievements:

- i.** 18 Boys and 20 Girls Cadets cleared 'C' Certificate Exam
- ii.** NCC Cadets Boys Completed:
 - a.** CATC Camp at Kathlal
 - b.** CATC Camp at Khambhat
 - c.** CATC Camp at Vaso
 - d.** NIC Camp at Kerala

- b.** NCC Cadets Girls Completed:
 - i.** CATC Camp at Vaso
 - ii.** CATC Camp at Khambhat
 - iii.** NIC Camp at Kerala

20. Guidance and Counselling Activities:

The UDISHA Club supported by KCG and the Counselling Cell supported by UGC carried out the following activities:

- i.** Competitive Exams Preparation: An Expert lecture was delivered by Dr Suresh Gadhavi on 15/07/2011.
- ii.** 'How TO Over Come Exam Fear': Counselling session with Prof Bipinchandra Nayak of Brahmkumaris, Ahemdabad was arranged on 28/07/2011.
- iii.** The Co-ordinator and two students attended a UDISHA workshop at J & J College of Science, Nadiad on 10/08/2011.
- iv.** Dr. Ghanshyam Gadhavi-Anand delivered an expert lecture on 'Job Opportunities After Graduation' on 30/08/2011.
- v.** Dr. Mohan Patel-Anand provided guidance to students on 'How to Face Interview' on 09/09/2011
- vi.** One day workshop on 'Personality Development' was organized on 23/09/2011. Dr. Sushil Dharmani-Adipur was expert.
- vii.** Mr. Ajit Bhonsle of Magus Co. Ltd. Guided student on 'Job Skills Development' on 15/12/2011
- viii.** 'Communication Skills Development' Guidance was provided by Dr. Star Payal Aiyar on 24/12/2011
- ix.** 'Use of ICT and Job Opportunities' a Power Point presentation was arranged by Prof J. K. Singh on 28/12/2011.
- x.** Dr. Shirish Kashikar, Director of National Institute of Mass Communication and Journalism-Ahemdabad did a power point presentation on 'Opportunities in the fields of Journalism and Mass Media' on 17/01/2012

21. Best Practices of the Institute:

- i.** Regular organization of National Seminars and Publication of the Book of Selected Research Papers of the previous years' National Seminars.
- ii.** Cluster Resource Centre for the colleges of the area to provide help in almost every academic need of the institute.
- iii.** As part of Swarnim Gujarat celebration our college adopted twelve orphan and destitute children from the public places our town. These children are regularly brought to the college campus provided with basic needs and given literacy lessons so that they acquire a kind of self confidence and self respect for themselves.

PART – C

Detail plans of the Institution for the year 2012-13

1. To go for Re-accreditation, by following the 10 points, so that maximum compliance of the suggestions of the Peer Team is achieved
2. To carry on the present '10 Points' Plan' and strengthen the Institutional development by consolidation the pace of the progress.
3. To develop the existing building and infrastructure so, that the increasing strength of the students is accommodated.
4. To develop counselling and consulting section and collaboration for employability of the students.
5. To recruit Teachers against the vacant posts by convincing the State Government.
6. To organize one International Conference as well as Seminar/s one each in Language section and Social Sciences
7. Increase Community services through NCC, NSS and CWDC and College Students Union.
8. Motivate Teachers for research work, Ph.D., and Publications.
9. To Improve Language Laboratory and start some training courses in ICT.
10. To adopt promptly the choice based credit UG level (CBCS)
11. Enhance the effectiveness of Counselling of Placement Cell.

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 2011-12 by the IQAC

Respected Sir,

Please accept the IQAC report for the academic year 2011-12 and acknowledge the same.

Thanking you,

Yours faithfully,

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