



## Yearly Status Report - 2016-2017

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		ANAND COMMERCE COLLEGE
Name of the head of the Institution		Mr. A. R. Patel
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		02692250769
Mobile no.		9879216684
Registered Email		principal_acc@yahoo.com
Alternate Email		acc.iqac@gmail.com
Address		Opp.: Town Hall, SRKSM Campus
City/Town		Anand
State/UT		Gujarat
Pincode		388001
<b>2. Institutional Status</b>		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Shri D. B. Trivedi
Phone no/Alternate Phone no.	02692250769
Mobile no.	9428488015
Registered Email	devtrivedi2000@yahoo.com
Alternate Email	acc.iqac@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://acc.ac.in/iqac_aqar_reports/iqac_report_2013_14.pdf">http://acc.ac.in/iqac_aqar_reports/iqac_report_2013_14.pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="https://acc.ac.in/academic-calender/">https://acc.ac.in/academic-calender/</a>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.21	2009	29-Jan-2009	28-Jan-2014
2	B++	2.76	2016	16-Sep-2016	15-Sep-2021

<b>6. Date of Establishment of IQAC</b>	15-Jun-2009
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### 7. Internal Quality Assurance System

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
<b>IQAC MEETING</b>	21-Jul-2016 1	25

IQAC MEETING	14-Feb-2018 1	25
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**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

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

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

**10. Number of IQAC meetings held during the year :** 2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website No

Upload the minutes of meeting and action taken report No Files Uploaded !!!

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

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

Regular meetings of Internal Quality Assurance Cell (IQAC) Increased representation of faculty for attending Seminars, Conference, Workshop, Refresher Courses and Orientation Programme. Prepared and submitted AQAR for the year 201516 Collection, analysis of Feedback from all stakeholders. To organise Student Seminars

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

Plan of Action	Achivements/Outcomes
NAAC Peer Team Visit	NAAC Peer team visited the college and

	college got B.
Equipping the college for receiving Assistance from UGC for 12th Plan.	Work is in progress to prepare 12th plan assistance from UGC.
To increase representation of faculty for attending Seminars, Conference, Workshop, Refresher Courses and Orientation Programme.	Faculty participated in 20 National & 02 International Seminars also presented 12 papers and two of the faculties played role of resource persons. Books were publication by faculty.
To arrange students oriented academic as well as extra-curricular activities.	- Arranged library visit to acquaint with latest books of various subjects. - Organised expert's lecturer on "Yoga". - Organised patriotic songs competition, Mehndi competition, Hair Style competition, Elocution competition, Best out of Waste, Rangoli competition.
To provide ICT training to all faculty member.	Done MoU with several Organisations for the betterment of students
To celebrate sports day to develop skills of students.	Celebrated sports day with various events.
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<b>14. Whether AQAR was placed before statutory body ?</b>	Yes				
<table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 50%;">Name of Statutory Body</th> <th style="width: 50%;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td>Shri Ramkrishna Seva Manadal</td> <td>22-Jul-2016</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	Shri Ramkrishna Seva Manadal	22-Jul-2016
Name of Statutory Body	Meeting Date				
Shri Ramkrishna Seva Manadal	22-Jul-2016				
<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	Yes				
Date of Visit	22-Jun-2016				
<b>16. Whether institutional data submitted to AISHE:</b>	Yes				
Year of Submission	2017				
Date of Submission	17-Feb-2017				
<b>17. Does the Institution have Management Information System ?</b>	No				

**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

Our college is affiliated to Sardar Patel University, V. V. Nagar , so we follow the curriculum designed by it. Every year at the beginning of academic session the college prepares the academic calendar which consists of curricular, co-curricular and extracurricular activities for effective implementation and delivery of curriculum. We undertake following measures for effective delivery of the university curriculum at college level. • Time Table Committee is formed which prepares time table as per workload for the academic session. • All the teachers are instructed to prepare plan for the teaching of classrooms. Teachers are also instructed to prepare assignments for students. • In the very first month of teaching, Principal of the college addresses the students in 'Orientation Programme'. During this programme, students are oriented with facilities and welfare schemes available, code of conduct and discipline, add-on courses and extra-curricular activities. • College organizes study tours, excursions, field project and industrial visits for students' exposure to practical knowledge. • Students-Teacher -Guardian Scheme (Mentor-Mentee) is implemented for identifying problems of the students regarding academic, social and financial issues.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
	Nil	Nil	365	Nil	Nil
Certificate Courses in English					
Nil	Diploma in General Insurance	Nil	365	Nil	Nil

## 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	00	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCom	Commerce Accountancy	Nil
BBA	Commerce Management	Nil
BCA	Computer Science	Nil
BBA	INTERNATIONAL TRADE	Nil

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

	Certificate	Diploma Course
Number of Students	44	20

## 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
00	Nil	0
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	MANAGEMENT	97
<a href="#">View Uploaded File</a>		

**1.4 – Feedback System**

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
Google Feedback form is prepared and is circulated to the students through whatsapp or e mail. Received feedback is analysed by the Principal and the committee of the college. A self-appraisal is prepared by each teacher. The Principal intervenes and addresses possible areas of improvement. They also evaluates these with each teacher, motivating her/him to look at specific areas where growth is needed.

**CRITERION II – TEACHING- LEARNING AND EVALUATION**

**2.1 – Student Enrolment and Profile**

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	Accountancy	600	482	482
BBA	Management	80	51	51
BBA	International Business	160	13	13
BCA	Computer Science	80	48	48
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**2.2 – Catering to Student Diversity**

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution	Number of fulltime teachers available in the institution	Number of teachers teaching both UG and PG courses

			teaching only UG courses	teaching only PG courses	
2016	1625	0	18	0	18

### 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
18	5	1	1	0	0
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

We have adopted mentoring system to bridge the gap between the teachers and students. The aim is to create better environment in college where students can freely approach teacher for both personal and educational guidance. The aim is enhancement of knowledge for both teachers and students alike for due to effective two way-regular communication. Constant support and guidance is provided to students for various competitive examinations being held including government and PSU's examination. Motivation for higher studies and entrepreneurship is also provided. Advice and support for improvement in academic performance of students is the aim of mentoring programming.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1625	24	1:68

### 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
24	10	14	0	4

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2016	Shri A. R. Patel	Associate Professor	Member, Board of Studies in Commerce Accountancy
2016	Shri N. M. Bhatia	Associate Professor	Member, Board of Studies in Commerce Management
2016	Shri D. B. Trivedi	Associate Professor	Member, Board of Studies in Commerce Management
2016	Dr. K. V. Solanki	Associate Professor	Member, Board of Studies in Commerce Accountancy

2016	Shri T. N. Chaudhari	Associate Professor	Member, Board of Studies in Economics
2016	Dr. A. K. Yagnik	Associate Professor	Member, Board of Studies in English
<a href="#">View Uploaded File</a>			

## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	Nill	Nill	Nill	Nill
<a href="#">View Uploaded File</a>				

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

for theory subject would be done based on the following guidelines: Sr. No Evaluation Parameter Marks Frequency in Semester Weightage in marks 1 Internal Examination 30 1 30 2 Assignment 05 1 05 3 Attendance 05 30 05 Applied assignment related to subject, small practical assignment, mini projects, case analysis, presentation etc. Assignment would be evaluated based on written report and presentation.

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

The courses under semesters were organised each of about 16 working weeks, each with a semester end examination at college level (internal), followed by university examination and semester break. The college observes working hours as notified from time to time. Sports, Games, Social Service, Rural Development, Women Development, NCC and Co curricular activities. Participation in which is compulsory have been arranged suitably. A student at every level is given opportunity to participate in any one at their interest during the year. Cultural events like musical morning, navratri festival and university youth festival were organised and students participated in large number. AIDS awareness programmes, Blood Donation Camp, Thelesemia prevention drive, Eye check up camps were also conducted during the year. AD Shroff elocution competition was organized. Late Dr. G. S. Patel Lecture series was conducted where experts delivered lectures on various management areas.

## 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)

<https://acc.ac.in/igac/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nill	BCom	Accountancy	494	246	49.79



Nil	BBA	Management	56	33	58.92
Nil	BBA	International Business	24	20	83.33
Nil	BCA	Computer Science	89	51	57.30
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## 2.7 – Student Satisfaction Survey

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

[https://docs.google.com/forms/d/e/1FAIpQLScFwAKLWYz66TYGdyzdkctjHiH-4yb7zMB3aKV6sQorXC\\_MoA/viewform](https://docs.google.com/forms/d/e/1FAIpQLScFwAKLWYz66TYGdyzdkctjHiH-4yb7zMB3aKV6sQorXC_MoA/viewform)

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	000	00	0	0
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### 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
00	00	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
00	00	00	Nil	00
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
00	00	00	00	00	Nil
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### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
Nil	12

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	COMMERCE MANAGEMENT	3	00
No file uploaded.			

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

Department	Number of Publication
COMMERCE MANAGEMENT	1
No file uploaded.	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
00	00	Nill	Nill	0	00	0
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
00	00	00	Nill	0	0	00
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	3	1	Nill
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### 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Blood Donation Camp	Red Cross Society	2	45
Thalassemia Detection Camp	Red Cross Society	2	265
Eye Checkup Camp	Darshan Chashama Gahr	2	80
<a href="#">View File</a>			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
00	00	00	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
00	00	00	0	0
No file uploaded.				

### 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
00	00	00	00
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
00	00	00	Null	Null	00
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Red Cross Society	05/01/2017	Community Services	200
No file uploaded.			

## 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
100000	65000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Existing

[View File](#)

## 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	Fully	2.0	2018

### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	15213	1618597	352	85045	15565	1703642
Reference Books	9839	1713227	114	33974	9953	1747201
Journals	26	23120	0	0	26	23120
CD & Video	28	0	0	0	28	0

[View File](#)

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
00	00	00	Nil

No file uploaded.

## 4.3 – IT Infrastructure

### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	127	85	10	0	30	12	0	30	0
Added	0	0	0	0	0	0	0	0	0
Total	127	85	10	0	30	12	0	30	0

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

30 MBPS/ GBPS

### 4.3.3 – Facility for e-content

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

## 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
100000	99629	100000	65000

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 physical and academic facilities including classrooms, computer laboratories and computers are made available for the students who are admitted in the college. The maintenance and cleaning of the class rooms are done with the efforts of the non-teaching staff. Though no government appointed sweeper available in the institution, the institute allocates proper budget for the cleanliness of the college building. The college has lush green garden maintained by the gardener appointed by the institution. The college has adequate number of computers and internet connections and the utility software are installed and updated as and when required. All the stakeholders have equal opportunity to use those facilities as per the rules and the policies of the institution. Two computer labs are made available for all the students and particularly computer students during their active teaching hours. The facility of using computers in the evening time is also permitted to the needy students on request. The library is also well equipped with SOUL 2.0 software with all necessarily required computers. Two computers are installed with internet in the library for the students. Two computers are installed in the staff room for the faculty for preparing teaching slides for their ICT enabled teaching in the class rooms. All these computers are well maintained and being repaired as and when required by the AMC party of the institute. The ICT smart class room is maintained by the supplier as it is in warranty period of the instruments. The water tanks is being cleaned regularly at the intervals of three months as per the management. The physical education department is facilitated by the physical directors to educate the students. Health Centre: The Health Centre is run by the Management for the students where they can get free treatment and medicines Security: The Security of the college is headed by the senior Teaching staff. He is supported by the Security officer and the sergeant. Security officer assigns the duty to the security guards to control and monitor the college premises. The sergeant takes care of the cleanliness inside the college with the support of Housekeepers and sanitary workers.

<https://acc.ac.in/iqac/>

## 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	Government	249	613390
Financial Support from Other Sources			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil
No file uploaded.			

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
00	Nil	0	00
No file uploaded.			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2017	Career Guidance Seminar	150	100	Nil	Nil
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
5	5	2

## 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
00	0	0	00	0	0
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2017	265	B Com BBA BCA	Commerce Management	Higher Education	PG
No file uploaded.					

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

Items	Number of students selected/ qualifying
Nil	0
No file uploaded.	

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

Activity	Level	Number of Participants
----------	-------	------------------------

Sports	State/ University level	102
Sports	National level	1
cultural activities	State/ University level	5
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### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2016	SELECTION	National	1	Nil	Nil	MIHIRKUMAR ASHVINBHAI PATEL
2016	SELECTION	National	1	Nil	Nil	KISHANKU MAR BHARATBHAI PARMAR

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

Internal Quality Assurance Cell (IQAC): Student representatives are nominated for this cell, who participate in the decisions regarding the quality initiatives of the institute. CWDC Committee: The girl students are part of the committee to address issues on women welfare. The National Cadet Corps (NCC) is encouraged in the institute aiming at the development of leadership, character, comradeship, spirit of sportsmanship and the ideal of service, among the youth. NSS is also encouraged in the institute enabling the student to participate in service activities like organizing blood donation, rural health sanitation, adult education, and environmental awareness camps in the neighbouring areas as a social responsibility.

### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

350

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

100000

5.4.4 – Meetings/activities organized by Alumni Association :

2

## 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)

In 1970, the Institution was founded. Since that time, the Institutions structure has remained decentralized and participative. The institution has a permanent principal. The institution does not have a vice principal position.

In the absence of the principal, the administrative and academic responsibilities of the institution are delegated to two to three senior faculty members in a specified hierarchy. Any choice for the institutions and the students welfare may be made by the principal. The Shri Ramkrishna Seva Mandal members lead the governance and management of the institution and do not interfere with the principals decisions for the institutions efficient operation. They are informed of significant decisions made and, when needed, their official and informal permissions are obtained. The plan and policy are implemented jointly by the principal, the IQAC Coordinator, the IQAC Co-coordinator, the program coordinator for B.COM, BBA, BCA, and B VOC, and the faculty in charge. Participative Management: The institution consistently upholds and supports a participative management culture. We can make this claim because the Principal, the B.COM, BBA, BCA, and B VOC program coordinators, as well as the IQAC coordinator and co-coordinator, frequently collaborate to make the most crucial decisions. There are now only two permanent non-teaching employees left at the institution. The others are ad hoc employees chosen by management. Working in coordination with the principal is the non-teaching personnel. All financial decisions are made with the principals permission. When a significant sum is at stake, the principal requests management approval. The academic and administrative staff are both consulted when making policy decisions. In the history of the institution, there has never been a single severe incident of staff or student unrest against the principal or the management.

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

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):

Strategy Type	Details
Curriculum Development	As the members of various boards of study, the faculty of the college, offer necessary suggestions for revising the syllabi as per CBCS pattern.
Teaching and Learning	The teaching learning process in the college is done with the help of ICT enabled lectures, assignments project discussion with two-way communications.
Examination and Evaluation	Internal examinations are conducted along with written examination - Assignments are given for the evaluation of their Academic status.
Research and Development	1.Faculty actively participate in various Seminars, Workshops and Conferences. 2.Faculty also present Papers and publish it. 3.Some faculty serve as resource person in various seminars, workshops and conferences
Library, ICT and Physical Infrastructure / Instrumentation	1.During the academic year 466 books have been added to the college library



	including reference books. 2.Our library is partially computerized.
Human Resource Management	The faculty staff recruitments is done as per the rules norms of State Government, UGC Shri Ramkrishna Seva Mandal policy.
Industry Interaction / Collaboration	Various faculties of the college have established a reasonably good linkage with the neighboring industries for arranging industrial visits, guest-talks and preparation of project report.
Admission of Students	The students are admitted to the various courses, according to the government and Sardar Patel University norms.

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

E-governance area	Details
Planning and Development	Important Announcement on E Gyan Portal Documents and Data also uploaded on College Website Communication with higher Authority through E mail and Social Media Digitalised Data available for Planning
Administration	Administration department is fully operating their routine transaction through the ICT. Various software and programmes are used for the smooth administration.
Finance and Accounts	Finance and Accounts are also maintained through the latest accounting software. Technology development programmes are conducted by the college when it is required.
Student Admission and Support	Student admission process is offline bases but student enrolment process is online bases as per the university norms.
Examination	There is no implementation of e-governance in the examination pattern. But results are available on the university website.

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nil	00	00	00	0
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nill	00	00	Nill	Nill	0	0
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
00	0	Nill	Nill	00
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
9	14	3	10

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Teachers Welfare Fund of SPU, Group Insurance, LTC and SPUATA Welfare Fund, GPF, CPF Gratuity as per government norms.	Group Insurance, Group LTC, GPF, CPF Gratuity as per government norms.	Govt. Merit base Scholarship, Students participate in NSS, NCC Sports Programme.

**6.4 – Financial Management and Resource Mobilization**

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

YES, Recently Management has appointed Retired. (Prin.) Shri B. C. Gandhi for conducting Internal Audit of College.
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Sardar Patel Alumni Association	Nill	Scholarship for General Category Students
No file uploaded.		

6.4.3 – Total corpus fund generated

00
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**6.5 – Internal Quality Assurance System**

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	KCG	Yes	Finance Coordinator of SRKSM
Administrative	Yes	RKSM	Yes	Finance Coordinator of SRKSM

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

The parents-teachers association looks after the needs of the students, helps to maintain discipline of the college and supports cultural activities.

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

The training programme is arranged by Shri Ramkrishna Seva Mandal for administrative staff particulars in the area of computer, accountancy, income that etc. Uniform is provided to support staff.

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

Applied for RUSA 9.0 (infrastructure grants to college) for strengthening ICT for teaching-learning Process Implemented On-line Admission process as per Sardar Patel University Guidelines Conducted Sessions/Workshops on Career Counselling

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	Feedback from students	Nil	Nil	Nil	Nil
2017	Internal Audit by Trust	Nil	Nil	Nil	Nil
2017	ICT training to Faculties	Nil	Nil	Nil	Nil
No file uploaded.					

**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	Period from	Period To	Number of Participants
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programme				
			Female	Male
Womens Day Celebration	08/03/2017	08/03/2017	50	10

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

Percentage of power requirement of the University met by the renewable energy sources
<p>1) In spite of Shortage of Space, the proactive management has been making sincere efforts in maintaining the clean environment clean and green. 2) The use of plastic bag and plastic material is banned in the college premises. 3) Pavers' block are laid to make the premises dust free. 4) In monsoon, sapling planted and well maintained. 5) Campus cleanliness drive programme is organised by the NSS unit of the college. 6) The subject environment studies is taught to the students as per the UGC guidelines 7) Poster making competition is organised on the theme of Environmental Protection and Global Warming. 8) Solid Waste and E Waste are properly disposed under the direction of the management of the college. The electricity power requirement of the college is moderate as it is a morning college. The college will opt for renewable energy sources in the future plan.</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Ramp/Rails	Yes	2
Rest Rooms	Yes	1
Scribes for examination	Yes	2
Special skill development for differently abled students	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
<b>No Data Entered/Not Applicable !!!</b>							
<a href="#">View File</a>							

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

Title	Date of publication	Follow up(max 100 words)
Code of Conduct	Nil	<ul style="list-style-type: none"> <li>Most of the college faculties perform their duties as examiners, paper setter, moderator, and as member of flying squad for university examinations. The university provides model</li> </ul>

code of conducts with the appointment letters. Anand Commerce College faculty members follow the code of conduct to maintain sanctity of examination. • The institute as a whole follows code of conduct of Government of Gujarat, Commissioner of Higher Education and the management. • The students follow the codes of conduct which are displayed on the notice boards. • Orientation Programme covers all the issues related to Code of conduct. • Anand Commerce College stake holding also follows the code of conduct as circulated by the management

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Lecture by Braamakumaris	16/08/2016	16/08/2016	100
No file uploaded.			

#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

The faculty members, administrative staff and students are sensitized to use electric power judiciously. Rain water Harvesting Plastic free campus Garbage are regularly collected from office, canteen and different parts of the campus and disposed off in specified locations. Use of LED

### 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

- Thelesemia Check-up and awareness among the students of first year. - Women cell is active for arranging women empowerment programme.

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

<https://acc.ac.in/igac/>

### 7.3 – Institutional Distinctiveness

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

College has given its Program of Diversity, Inclusion, and Integration, a focus area unique to the Colleges Vision, enormous emphasis and priority. In order to ensure justice and equity in society, college places a strong emphasis on the necessity to mainstream the weaker and more marginalized groups of students. The mission of the institution is to direct the education it provides not only toward the practical objective of employability but also to foster a life of

the mind, sensitize and orient students to community service, in an effort to improve society and the environment in which we live. The institution encourages students to participate in extracurricular activities (NSS, cultural, literary, and athletics) with the goal of fostering their overall growth so they can keep up with students in the mainstream. Additionally, the college hosts a number of speeches, seminars, workshops, and other events to introduce students to hot-button domestic and international topics.

Provide the weblink of the institution

<https://acc.ac.in/igac/>

### **8.Future Plans of Actions for Next Academic Year**

- To take steps to submit AQAR of 2017-18. - Submission of plan of action for receiving UGC Assistance for 12th Plan. - To emphasis make on extra-curricular activities for overall development of students. - Planning for adding and encouraging more and more community services. - To put more efforts for placement of students.