



Yearly Status Report - 2017-2018

Part A

Data of the Institution

1. Name of the Institution		ANAND COMMERCE COLLEGE
Name of the head of the Institution		DR. VIJAYSINH M. VANAR
Designation		Principal
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		vmvanar@gmail.com
Address		Opp. Town Hall, Nr. Grid
City/Town		Anand
State/UT		Gujarat
Pincode		388001
2. Institutional Status		

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

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://acc.ac.in/aqar/#
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://acc.ac.in/academic-calender/

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	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

6. Date of Establishment of IQAC	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
IQAC Meeting	30-Jun-2017 1	25
IQAC Meeting	14-Feb-2018	25

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L::asset('/', 'public') .'/public/index.php/admin/get_file?file_path='.encrypt('Postacc/Special_Status/'. $instdata->upload_special_status))}
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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!!!				
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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)

- Increased representation of faculty for attending Seminars, Conference, Workshop, Refresher Courses and Orientation Programme.
- Use of OHP for Teaching
- Workshop for Students
- Applied for the Grant of RUSA
- Motivated the faculties for Major and Minor Research Projects

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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	Achievements/Outcomes
Admission: All Seats in B Com BBA Gen , BBA IB, BCA to be filled	Target Achieved in B Com and BBA Gen Partially in BCA and BBA IB

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.
NCC	Two Students went to RDC
NSS	Regular Camp Annual Camp Tree Plantation Cleanliness Camp Blood Donation Camp Eye Check Up Camp
Guest Lectures	15 Guest Lectures were delivered by experts.
Publications	05
RUSA Grant	Successfully submitted the proposal for the RUSA Grant
Celebration of Important Days	• Independence Day • Musical Morning • Republic Day • Sports Day
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14. Whether AQAR was placed before statutory body ?	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>15-Jul-2017</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	Shri Ramkrishna Seva Manadal	15-Jul-2017
Name of Statutory Body	Meeting Date				
Shri Ramkrishna Seva Manadal	15-Jul-2017				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2018				
Date of Submission	25-Jan-2018				
17. Does the Institution have Management Information System ?	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

Being the affiliated institute, the institute implements the curriculum

prescribed by Sardar Patel University, V V Nagar. For effective implementation of the curriculum, the following process is developed and deployed. Plan for effective implementation of curriculum: At the outset, the Principal of the college conducts meetings with the various department heads to develop strategies for effective implementation of the curriculum. Teachers are encouraged to impart the curriculum through innovative teaching methods such as presentations, assignments, discussions, workshops, seminars and industrial visits besides the regular/traditional chalk and talk methods. We follow the academic calendar provided by the University and academic calendar of college which are circulated to all departments. At the beginning of the semester we prepare Objective Driven Teaching Plan. The College encourages its faculty members to participate in Orientation/ Refresher Courses/ Workshops/ Seminars organized by the University so as to update their knowledge and to improve the teaching practices. The college provides ample books and other teaching and reference materials like journals, magazines, teaching models and software to enable its teachers to ensure effective delivery of curriculum. Library committee conducts meeting and takes appropriate decision regarding the requirement and procurement of books, journals, e-journals. Ensuring staff have opportunities for keeping their skills and industry/business expertise up to date Encouraging faculty members to evaluate their own learning and teaching practice Encouraging innovation in learning and teaching - planning how practice can be shared amongst lecturers Establishing MOUs with various industries and institution. The teaching plans are prepared by the faculty before the start of semester and communicated to students by respective course teacher. The course files are evaluated by Internal Quality Assurance Committee (IQAC) with help of concerned senior subject teacher and HOD. IQAC monitors the academic activities on regular basis to ensure the execution of timetable. It also monitors execution of academic calendar and teaching learning process and finds the gap, if any. For a group of around 20 students a teacher is allocated as Mentor. Mentor conducts a weekly meeting and does the counseling of poor performing students. The academic performance of students is continuously monitored by conducting unit tests, mock practical examinations during the semester. Employing learner centric techniques such as assignments, peer learning, group discussion, brain storming, case studies, projects, quiz etc., in the delivery of the academic courses. Views of experts from industry, academia and alumni on curriculum are taken regularly. Feedback from Students is taken regularly and the same is discussed with the respective faculty.

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	Nil	00	00	00

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	Nil

BBA	Managment	Null
BCA	Computer Science	Null
BBA	INTERNATIONAL BUSINESS	Null

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

	Certificate	Diploma Course
Number of Students	137	34

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	Null	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	82
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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	COMMERCE	600	535	535
BBA	MANAGEMENT	80	80	80
BCA	COMPUTER SCIENCE	160	54	54

BBA	INTERNATIONAL BUSINESS	80	15	15
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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 teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	630	0	10	0	0

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
24	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
630	24	1:26

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	3

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
2018	Dr. V. M. Vanar	Principal	NAAC PEER Team Member, UGC Syndicate Member, S

			P University Ph D Guide
2018	Shri A. R. Patel	Associate Professor	Member, Board of Studies in Commerce Accountancy
2018	Shri N. M. Bhatia	Associate Professor	Member, Board of Studies in Commerce Management
2018	Shri D. B. Trivedi	Associate Professor	Member, Board of Studies in Commerce Management
2018	Dr. K. V. Solanki	Associate Professor	Ph D Guide Member, Board of Studies in Commerce Accountancy
2018	Shri T. N. Chaudhari	Associate Professor	Member, Board of Studies in Economics
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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
No Data Entered/Not Applicable !!!				
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

In BBA CIE 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	COMMERCE	357	279	77.5
Nill	BBA	MANAGEMENT	42	34	79.07
Nill	BCA	COMPUTER SCIENCE	43	43	100
Nill	BBA	INTERNATIONAL BUSINESS	13	9	69.23

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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>

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
Nill	00	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	Nill	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	Nill

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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
00	0

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	4	Nil
International	COMMERCE MANAGEMENT	1	Nil

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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	2

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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	00	Nil	0	00	0

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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	Nil	0	0	00

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	10	2	0
Presented papers	1	1	0	0
Resource	0	1	1	0

persons			
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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	60
Thalassemia Detection Camp	Red Cross Society	2	250
Eye Checkup Camp	Darshan Chashama Ghar	2	115
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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
Blood Donation	Honour	Red Cross Society	60
JCI Geeta Championship	Honour	JCI	50
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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/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
NIL	NIL	NIL	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
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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

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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
LIONS CLUB	22/08/2017	Social Services	200
PRAJAPITA BRAHAMMAKUMARI ISHWARIYA VISHVAIDYALAYA	27/09/2017	Value Education	200
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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	84500

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
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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	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	15565	1703642	436	81560	16001	1785202
Reference Books	9953	1747201	33	40730	9986	1787931
Journals	26	23120	0	0	26	23120
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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	Null
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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	130	85	5	0	30	12	3	50	0
Added	0	0	0	0	0	0	0	0	0
Total	130	85	5	0	30	12	3	50	0

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

50 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
00	00

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
200000	183746	50000	7232

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	Nil	Nil	Nil
Financial Support from Other Sources			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil

[View File](#)

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
2018	CAREER GUIDANCE SEMINAR	100	100	0	0

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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
10	10	1

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations	Number of students	Number of students placed	Name of organizations	Number of students	Number of students placed

visited	participated		visited	participated	
TCS	220	3	Nil	Nil	Nil
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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	250	B COM BBA BBA IB BCA	COMMERCE MANAGEMENT	HIGHER EDUCATION	PG
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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
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Chess	INSTITUTIONAL LEVEL	30
Kho Kho	INSTITUTIONAL LEVEL	48
Carrom	INSTITUTIONAL LEVEL	20
Sports Day	INSTITUTIONAL LEVEL	250
Musical Morning	INSTITUTIONAL LEVEL	50
Celebration of Navartari	INSTITUTIONAL LEVEL	300
No file uploaded.		

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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	SELECTION	National	1	Nil	Nil	Kinjal R Thakkar
2017	SELECTION	National	1	Nil	Nil	Mihir A Patel
2017	SELECTION	National	1	Nil	Nil	Kishan B Parmar
2017	SELECTION	National	1	Nil	Nil	Shreyansh R Chopra
View File						

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

College has formed several Committees to organize several curricular and co-curricular activities. The faculty are given the responsibilities of the committee and they have been assigned the duties accordingly. Students are encouraged by the committee to participate in all the activities at college, university level.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

400

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

200000

5.4.4 – Meetings/activities organized by Alumni Association :

02

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)

More involvement of students staff in various Academic Committees IQAC Reshuffle

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	<p>1. Several Faculty members are involved in the University Board of Studies in course restructuring in S.P.University, V.V.Nagar 2. Work load distribution a per specialisation of faculty members. 3. Examination committee ensures smooth conduct of Examination. 4. Several Faculty members are active members of university appointed examination committee as a Moderator, Convenor, Paper Setter and Examiner. 5. Excellent books and journal are available in the library. 6. Regular Feedback from Students to improve the teaching methodology. 7. College Principal and Subject Dean look after the overall academic development of the college.</p>
Teaching and Learning	<p>1. Highly qualified and dedicated</p>

	<p>faculty. 2. Good interaction between student and faculty 3. Learning beyond curriculum. 4. Innovative methods are adopted for teaching learning like ICT enabled lectures, assignments, project discussion with two-way communications, case studies on management subjects and group discussion on the various topics.</p> <p>5. Excellent books and journal are available in the library. 6. Regular Feedback from Students to improve the teaching methodology. 7. College Principal and Subject Dean look after the overall academic development of the college.</p>
Examination and Evaluation	<p>1. Internal examinations are conducted along with written examination which carries 30 marks and Assignments cum projects are given which carry the 10 marks for the evaluation of their Academic status. 2. External examination is conducted with written by the Sardar Patel University, Vallabh Vidyanagar.</p>
Research and Development	<p>1. Faculty actively participate in various Seminars, Workshops and Conferences. 2. Faculty also present Research Papers and published in refereed journals. 3. Some faculty serve as resource person in various seminars, workshops and conferences 4. 2 Faculty Members are recognized PH D guide of Sardar Patel University and under their guidance 09 students are pursuing PH D</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>1. During the academic year 2017-18 469 books have been added to the college library including reference books. 2. Our library is partially computerized. 3. SOUL software installed in Library 4. INFLIBNET/WIFI</p>
Human Resource Management	<p>Faculty and Staff are encourage to participate self -development programme. The faculty staff recruitments is done as per the rules norms of State Government, UGC Shri Ramkrishna Seva Mandal policy.</p>
Industry Interaction / Collaboration	<p>As the college is offering commerce and management courses so practical exposure is necessary. So several 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.</p>

Admission of Students	The students are admitted to the various courses, according to the government and Sardar Patel University norms.
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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
Nill	00	00	00	0
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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	Nill	Nill
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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
FACULTY DEVELOPMENT PROGRAMME	1	08/01/2018	13/01/2018	6
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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.

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	70000	Scholarship for General Category Students under Sardar Patel Alumni Association
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6.4.3 – Total corpus fund generated

00

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	SRKSM	Yes	Finance Coordinator of

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

College does not have formal parent-teacher association but informally we invite the parents to look after the needs of the students, help to maintain discipline of the college and support cultural activities.

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

1. The training programme is arranged by Shri Ramkrishna Seva Mandal for administrative staff particularly in the area of computer, accountancy, income tax etc. 2. 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 and Stakeholders	Nil	Nil	Nil	Nil
2017	Internal Audit by Trust	Nil	Nil	Nil	Nil
2017	Provided ICT training to Faculties	Nil	Nil	Nil	Nil

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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	Period To	Number of Participants	
			Female	Male
Women's Day Celebration	08/03/2018	08/03/2018	50	0

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

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.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Provision for lift	No	0
Ramp/Rails	Yes	2
Braille Software/facilities	No	0
Rest Rooms	Yes	2
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
No Data Entered/Not Applicable !!!							
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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"> 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 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	10/08/2018	10/08/2018	100
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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

1). Title of the Practice: Certificate Course in English Goal: Gujarat is a progressive state and a good command over written and spoken. English can enhance job opportunities for the students. A good knowledge English has become inevitable for higher education. Keeping in view this, the college started Certificate Course in English. The Context: More than 80 of the students who seek admission in first semester B Com English Medium have passed their last qualifying examination in the Gujarati Medium. Our experience shows that the English language becomes a barrier when the medium of instruction is English for Gujarati students. The students and their guardians requested the college to start classes for the English language. As a result the college decided to introduce Certificate Course in English for the newly enrolled students. The faculty of the college Dr. A. K. Yagnik played a very important role in framing the syllabus and adopting result oriented approaches in teaching written and spoken English. The course is recognized by Sardar Patel University. The Practice: The students were given ample opportunities to speak English for all practical purposes instead of the structural approach, new, communicative English language teaching method was applied which was highly appreciated by the students. For listening comprehension ICT based components were used. Classroom presentation by the students, interactive and technology based methods contributed significantly in the learning process. Regular classes were held in the early morning before regular college hours after receiving

suggestions from the students. Evidence of Success: The college received an overwhelming response from the students. The evidence is reflected in the result, in the year 2018 the result of the course was 100. The external examination was conducted by the University. Every year the number of students opting for Certificate Course in English is rapidly increasing. Problems encountered: • The number of students is restricted by the University. • The Language lab needs updation with latest technology. • Some students found timing inconvenient. 2). Title of the Practice: NCC Objective of the Practice: • To enalcalate the spirit of discipline and patriotism in the young generation. • TO motivate the students to contribute significantly in the welfare activities. • To train the students for piloting for specific events. • To train the students to pass 'C' certificate examination. Context: A large number of students from surrounding areas join the college and after passing graduation they want to make their career in the state police department and paramilitary forces. For all these opportunities NCC 'C' certificate is given a considerable weightage. So the college provides platform in this area. TSC is also an important component NCC activities. It provides military training to the students. There is an acute need for organizations of programmes related to prohibition, dedication and cleanliness for the welfare of the community. The Practice: A special Orientation Programme was organised to promote NCC in the college. Every Sunday parade is conducted in the college campus. The students also participate in the extension activities of NSS and have achieved remarkable success. Practice sessions were held for TSC camp. The students actively participated in NIC Ahmedabad, NIC West Bengal and NIC Bharatpur Programme. Evidence of Success: • There are 165 registered cadets in the unit. • 20 students took training in firing. • The students won three trophies and five medals in NIC West Bengal. • Anasari Razia was declared the best cadet of Gujarat. • 3 cadets cleared 'C' certificate exam with 'A' grade. • 4 students were selected for TSC camp, New Delhi. Problems encountered: There is no regular under officer for NCC. The caretaker performs the duty. The caretaker does not get any financial incentive. There is need for a bigger NCC room.

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/iqac/>

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/iqac/>

8.Future Plans of Actions for Next Academic Year

• To start B Voc Programme • To create an enabling environment for holistic development of Students, Faculty and Support Staff • To facilitate continuous upgradation and updation of Knowledge Use of Technology, by Faculty and Students • To Implement Structural Repairs to Building and Electrical Repairs, on the basis of Structural Audit, carried out by the Management • To Implement the recommendations made by Audit Team which conducted Green Audit Energy Audit, carried out by the Institution • To automate various Office Administration Processes • To make available all Information online on the College web-site relating to Admission, Examinations, Courses, Rules, Committees, Attendance, Activities, Programmes, Seminars, Workshops, Extension Activities, Others • To upgrade Library Resources to include digital content, which can be accessed by Students and Faculty online • To enter into MOU's with Corporate and Industry Associations to promote Academia - Industry Linkages, to enable placements, internship, training, etc. for the students • To facilitate a Research Environment in the College, which encourages Faculty and Students to undertake Research • To Identify Talent among students for various sports cultural activities