The Annual Quality Assurance Report of the IQAC

of

VIJAYNAGAR ARTS COLLEGE, VIJAYNAGAR

Idar Road, At. & Po. & Ta. Vijaynagar –383460 - Dist. Sabarkantha

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2016 - 2017

Submitted to

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL (NAAC)

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

1. Details of the Institution

1.1 Name of the Institution	Vijaynagar Arts College
1.2 Address Line 1	Nr. TintaranPatiya, Idar Road,
Address Line 2	At. & Po. & Ta. Vijaynagar
City/Town	Vijaynagar, Dist. Sabarkantha
State	Gujarat
Pin Code	383460
Institution e-mail address	vijaynagararts@gmail.com
Contact Nos.	02775 - 254093
Name of the Head of the Institution:	Dr. L. S. Mewada (I/C)
Tel. No. with STD Code:	02775 - 254093
Mobile:	9427079452

Name of the IQAC Co-ordinator: Dr. Jogeshkumar M. Purohit

Mobile: 94273 66531

IQAC e-mail address: vijaynagararts@gmail.com

1.3 NAAC Track ID GJCOGN13041

OR

1.4 NAAC Executive Committee No. & Date: N. A.

(For Example EC/32/A&A/143 dated 3-5-2004. This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

1.5 Website address: www.vijaynagararts.in

Web-link of the AQAR: http://files.hostgator.co.in/hostgator245470/file/AQAR-2016-17.pdf

1.6 Accreditation Details

Sr. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	C++	66.80*	2007	5 year
2	2nd Cycle	B	2.47	2016	5 year
3	3rd Cycle	-	-	-	-
4	4th Cycle	-	-	-	-

* In the college Quality Profile of NAAC the accreditation has been awarded by Institutional Score 66.80 CGPA is not mentioned in College Quality Profile of NAAC.

1.7 Date of Establishment of IQAC : DD/MM/YYYY 20/02/2008

1.8 Details of the previous year's AQAR submitted to NAACafterthe latest Assessment and Accreditation by NAAC (*(for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

i. AQAR 2008 – 09 submitted NAAC on 31-12-2010
ii. AQAR 2009 – 10 submitted NAAC on 31-12-2010
iii. AQAR 2010 – 11 submitted NAAC on 30-09-2015
iv. AQAR 2011- 12submitted NAAC on 18-04-2015
v. AQAR 2012- 13 submitted NAAC on 10 -06-2015
vi. AQAR 2013- 14 submitted NAAC on 30-06-2015
vii. AQAR 2014- 15 submitted NAAC on 01-07-2015
viii. AQAR 2015- 16 submitted NAAC on 17-09-2016

1.9 Institutional Status

University State [✓] Central [ ] Deemed [ ] Private [ ]

Affiliated College Yes [✓] No [ ]

Constituent College Yes [ ] No [ ]

Autonomous college of UGC Yes [ ] No [✓]

Regulatory Agency approved Institution Yes [ ] No [✓]

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education [✓] Men [ ] Women [ ]

Urban [ ] Rural [✓] Tribal [✓]

Financial Status Grant-in-aid [ ] UGC 2(f) [✓] UGC 12B [✓]

Grant-in-aid + Self Financing [✓] Totally Self-financing [ ]

1.10 Type of Faculty/Programme

Arts [✓] Science [ ] Commerce [ ] Law [ ] PEI (Phys Edu) [ ]

TEI (Edu) [ ] Engineering [ ] Health Science [ ] Management [ ]

Others (Specify) N. A.

1.11 Name of the Affiliating University (for the Colleges) Hemchandracharya North Gujarat University, Patan

1.12 Special status conferred by Central/ State Government--

UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University N. A.

University with Potential for Excellence N. A. UGC-CPE N. A.

DST Star Scheme N. A. UGC-CE N. A.

UGC-Special Assistance Programme N. A. DST-FIST N. A.

UGC-Innovative PG programmes Any other (*Specify*) N. A.

UGC-COP Programmes N. A.

2. IQAC Composition and Activities

2.1 No. of Teachers	06
2.2 No. of Administrative/Technical staff	01
2.3 No. of students	02
2.4 No. of Management representatives	01
2.5 No. of Alumni	-
2. 6 No. of any other stakeholder and Community representatives	-
2.7 No. of Employers/ Industrialists	-
2.8 No. of other External Experts	01
2.9 Total No. of members	11

2.10 No. of IQAC meetings held : - 14

2.11 No. of meetings with various stakeholders: No. 00 Faculty 05

Non-Teaching Staff Students 05 Alumni 02 Others 02

2.12 Has IQAC received any funding from UGC during the year? Yes ✓ No

If yes, mention the amount Rs. 3.00 Lakh

2.13Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. 10 International - National 3 State - Institution Level 07

(ii) Themes

National

- HINDI – "Contemporary Women Poetess : Emotions and Struggle"
- GUJARATI – "The Art of Characterization in the Akhyans of Premanand"
- WORKSHOP – "Research : Why and How"

Institution Level

- ENGLISH – World Classics (Drama) in Translation
- GUJARATI – Meera Na Pado – A Critical Analysis
- SOCIOLOGOY – Women Empowerment
- HINDI – Adhunik Hindi UpanyashSamaySargam
- SANSKRIT – Shrimad Bhagavat Gita Ma NirupitKarmyog
- PSYCHOLOGY – Importance of Health Psychology
- HISTORY - Life Sketch of Siddharaj Jaysinh

2.14 Significant Activities and contributions made by IQAC

* The IQAC monitors the activities of the college through the various committees.
* Periodical meetings were held to collect data pertaining to the various activities like organizing of Lectures, Workshops, Seminars, Sensitization Programmes etc. Further, the IQAC prepared reports regarding the events organized in the college.
* The IQAC played a pivotal role in the accomplishment of AAA Peer Team visit for reaccreditation process (CYCLE - II).
* The IQAC played a pivotal role in the accomplishment of NAAC Peer Team visit for reaccreditation process (CYCLE - III).
* The IQAC held meetings with Alumni.
* The IQAC held meetings with Parents.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
(1) IQAC has motivated the staff to present papers in National andInternational Conferences.	(1) 08 faculty have presented papers and 05 no. of papers have been published in International Journals (2) 13 faculty have presented papers and 07 no. of papers have been published In National Journals (3) 02 faculty have published 09 books with ISBN. (4) 09 Faculty have published 20 Papers in ISSN Journal.

(2) IQAC has organized Experts Lectures.	(1) IQAC has organized 07 Lectures of Experts of different subjects.
(3) IQAC has motivated the staff and students to observe National festivals and participate in celebration.	(1) Accordingly Independence Day, Republic Day, Teachers Day (RadhakrishnanJaynti), Gandhi Jayanti, Vivekanand Jayanti, Traffic & Voters Awareness Rally etc have been a part of the academic activities of the college.
(4) IQAC has arranged Curriculum and Examination Orientation Programme for the students.	(1) In the beginning of the year IQAC has organized Teachers Lectures on Subject wise Syllabus for the students. (2) In the beginning of the year IQAC has organized Examination Orientation Programme for newcomers to guide them for the college Internal and University examination system.
(5) IQAC suggested Department of Gujarati & Hindi to organize National Seminar on creative writing.	(1) Department of Gujarati organized a National level OneDay Seminar on "The Art of Characterization in the Akhyans of Premanand" (2) Department of Hindi organized a National level One Day Seminar on "Contemporary Women Poetess : Emotions and Struggle"
(6) IQAC suggested to organize National Workshop on creative writing.	(1) The college organized a National level Two Days Workshop on "Research : Why and How"
(7) IQAC chalked out plan for Environment Awareness.	(1) IQAC has organized Experts Lectures, Rally, Various awareness programmes and Tree Plantation.

*** Annexure of Academic Calendar is enclosed Annexure no. – I**

2.16 Whether the AQAR was placed in statutory body Yes [✓] No [ ]

Management [✓] Syndicate [ ] Any other body [ ]

Provide the details of the action taken

1. The college has organized a Book-Exhibition on the theme of Indian Politics.
2. The college has proposed the CPE grant to UGC.
3. The college has recruited non-teaching staff on self-finance base.
4. Two employees of the college has taken NCC Officer Training at Kamptee (Nagpur) and at Gwalior for SD & SW and they got the rank of Lieutenant.
5. One employee of the college has taken NSS Programme Officer Training at Sadra (Gandhinagar).

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	01	-	01	-
UG	01	-	01	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	02	-	02	-

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	Choice Based Credit System - 02
Trimester	-
Annual	-

1.3 Feedback from stakeholders *Alumni [ ] Parents [ ] Employers [ ] Students [✓]
(On all aspects)

Mode of feedback : Online [ ] Manual [✓] Co-operating schools (for PEI) [ ]

*** Annexure of Feedback Analysis is enclosed Annexure no. - II**

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

The college has to follow the Syllabi of the Parent Uni. There is no revision/update made by the parent University.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

The Parent University has given to the college History, Geography and Political Science as core compulsory Subject at UG Level.

The Parent University has given to the college Sanskrit and English as core compulsory Subject at PG Level.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty 14

Total	Asst. Professors	Associate Professors	Professors	Others
14	04	10	-	-

2.2 No. of permanent faculty with Ph.D. 11

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
04	03	10	00	-	-	-	-	14	03

2.4 No. of Guest and Visiting faculty and Temporary faculty - 1 -

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	7	47	07
Presented papers	05	40	02
Resource Persons	--	03	--

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Power point presentation on specified syllabus.
- Class seminars related to subject.
- Group discussions
- Class Tests

2.7 Total No. of actual teaching days during this academic year | 180 |

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) | - |

2.9 No. of faculty members involved in curriculum Restructuring / revision / syllabus development as member of Board of Study/ Faculty/ Curriculum Development workshop | 02 |

2.10 Average percentage of attendance of students | 80% |

2.11 Course/Programme wisedistribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B. A. Sem. I	377	-	-	-	-	41. 26 %
B. A. Sem. II	292	-	-	-	-	68. 49%
B. A. Sem. III	268	-	-	-	-	31. 52 %
B. A.Sem. IV	235	-	-	-	-	46. 80%
B. A. Sem. V	305	-	-	-	-	61. 31 %
B. A. Sem. VI	269	-	-	-	-	54. 64 %
M. A. Sem. I	45	-	-	-	-	88. 89 %
M. A. Sem. II	43	-	-	-	-	97. 67 %
M. A. Sem. III	49	-	-	-	-	100 %
M. A. Sem. IV	51	-	-	-	-	96. 07 %

* Note : - The Parent University does not clarify class in the results of B. A. Sem. I to V and M. A. Sem. I to III only in the final semester i. e. in B. A. Sem. VI and M. A. Sem. IV University clarifies the class.

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes

- ❖ The IQAC periodically conducts meetings to explore avenues to enhance teacher effectiveness.
- ❖ It encourages research publications, paper presentations and participation in International / National /Regional / Seminars, Workshops and Conferences.
- ❖ Feedback from the students on teachers' performance.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	03
Summer / Winter schools, Workshops, etc.	-
Others	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	12	05	00	00
Technical Staff	-	-	-	-

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Dr. B. A. Patel & Dr. B. L. Pawar have applied for the Minor Project.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	01	01	01
-	-	-	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	13	07	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	08
Conference proceedings	-	-	-

3.5 Details on Impact factor of publications:

Range [ ] Average [-] h-index [-] Nos. in SCOPUS [-]

3.6 Research funds sanctioned and received from various funding agencies, industry And other organizations.

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects*(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published i) With ISBN No. 09 Chapters in Edited Books -

ii) Without ISBN No. -

3.8 No. of University Departments receiving funds from

UGC-SAP - CAS - DST-FIST -

DPEDBT - Scheme/funds -

3.9 For colleges Autonomy - CPE - DBT Star Scheme -

INSPIRE - CE - Any Other (specify) -

3.10 Revenue generated through consultancy -

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	-
Sponsoring agencies	-	-	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons 03

3.13 No. of collaborations International - National - Any other -

3.14 No. of linkages created during this year -

3.15 Total budget for research for current year in lakhs :

From Funding agency - From Management of University/College -

Total -

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows of The Institute in the year

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides 05

and students registered under them 17 Awarded 06

3.19 No. of Ph.D. awarded by faculty from the Institution 00

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF - SRF - Project Fellows - Any other -

3.21 No. of students Participated in NSS events:

University level 30 State level 11

National level - International level -

3.22 No. of students participated in NCC events:

University level - State level -

National level 48 International level -

3.23 No. of Awards won in NSS:

University level -- State level --

National level -- International level -

3.24 No. of Awards won in NCC:

University level - State level -

National level 07 International level -

3.25 No. of Extension activities organized

University forum - College forum 4

NCC 05 NSS 14 Any other -

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

NCC and NSS (Boys & Girls)

- Gram Safai
- Aids Awareness and "VYASAN-MUKTI" Seminar
- Tree Plantation
- Blind Person Flag Day
- Awareness programme for anti-ragging and sexual harassment.
- "Environment and Health Awareness" as Annual Camp at village-Rajpur , Taluka-Vijaynagar, District – Sabarkantha.
- Celebration of "Raxabandhan"
- "Clean India" Essay competition
- Voters - Awareness Programme
- Independence calibration.
- Red Rabin Activity
- World Yoga- day Training to the staff
- RTI Awareness
- Naturopathy Camp
- Skin Checkup Camp

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	05 acre	--	College Management	05 acre
Class rooms	16	--	--	16
Laboratories	02	--	--	01
Seminar Halls	01	--	--	01
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	--	--	--	--
Value of the equipment purchased during the year (Rs. in Lakhs)	--	--	--	--
Others	--	-	-	--

4.2 Computerization of administration and library

Pay and Accounts Office

- Annual Accounts, Annual Budget Financial statement, Salaries received from the Government, Provident Fund, Arrear Bills(excel format), Income Tax have been computerized through Administration office.
- Staff Salary payment is online.

Examination Office

- List of Students appearing for examination is transferred to Parent University through internet by the college.
- Hall Tickets of students appearing in Parent University Exam are received online.
- Exam forms are submitted online.
- Internal Marks are sent to the Parent University through Internet.
- Declaration of results is executed online.
- Internal results of the college are computerized and displayed on college website.
- Queries from students can reach the Controller of Examination Office through E-mail Students' Enrollments are done online.

Library

- Library has been automated using the library management software New Gen Lib. It is user friendly software designed to take care of all administrative and management functions of the library. It organizes and manages the information of books, articles, journals and circulation in a most economical and effective manner.
- The Library has 06 Desktops with net for browsing and to download study material.
- A printer cum photocopier is used in the library for the printouts.
- The library users can access a range of software application including MS-Word Excel, Power point on all the library computer system.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value Rs.	No.	Value Rs.	No.	Value Rs.
Text Books	853	110000	31	64520	9165	949531
Reference Books	7170	1251516	80	58079	7140	1309595
e-Books	--	--	--	--	--	--
Journals	41	21140	--	--	41	21140
e-Journals	1	2000	--	--	1	2000
Digital Database	--	--	--	--	--	--
CD & Video	144	14425	--	--	144	14425
Others (inflibnet N-list)	01	5000	--	--	01	5000

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centers	Computer Centers	Office	Depart -ments	Others
Existing	55	02	20	05	02	02	01	--
Added	23	--	--	--	--	--	--	--
Total	78	02	20	05	02	02	01	--

4.5 Computer, Internet access, training to teachers and students and any other Programme for technology up gradation (Networking, e-Governance etc.)

- ❖ Students of the college have been provided access to the internet facility.
- ❖ The general circulars of VACare sent through emails displayed on website.
- ❖ All administrative work is computerized.

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.14
ii) Campus Infrastructure and facilities	1.26743
iii) Equipments	-
iv) Others	-
Total :	1.40743

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- ❖ In the beginning of academic semester, the institute organizes orientation program. It is organized to make students aware about different types of Academic Activities.
- ❖ The IQAC monitored the formation of various Committees at the beginning of academic year for the smooth functioning of the college activities. Accordingly each Committee nominates student representative of the student community.
- ❖ The Students' Counseling Cell of the college provides necessary information to students for their career development.
- ❖ The student representatives of Sports and Cultural Departments inform the students regarding Sports and Cultural activities to be organized in the college.
- ❖ The students have active participation in the college activities.
- ❖ The IQAC of the college has sent Two Students from NSS SutharHardik K. and DamorTushar D. for VTS Shaksarata Abhiyan, New Delhiand they were selected for award by Home Minister Department of India, New Delhi.

5.2 Efforts made by the institution for tracking the progression

- The institute takes care of the progress of the students by conducting Internal test, Assignments, Group Discussion, Class Room Seminars and Paper Presentation.
- The student progression is also tracked through their presentation in Debate, Quiz, Essay Competition and other curricular and co-curricular activities.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
910	115	00	-

(b) No. of students outside the state [-]

(c) No. of international students [-]

Men	No	%	Women	No	%
	-	-		-	-

This Year 2015 - 2016						This Year 2016 - 2017					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
16	104	834	154	--	1108	8	97	780	140	-	1025

Demand ratio Dropout UG --- % PG --- %

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- The college held coaching classes for competitive exams under UDISHA of Government of Gujarat, For Example TAT,TET, GPSC and Revenue services etc.

No. of students beneficiaries [137]

- The college has organized a Shibir on Anti-corruption for People.

No. of students beneficiaries [187]

5.5 No. of students qualified in these examinations

NET [-] SSLET [-] GATE [-] CAT [-]

IAS/IPS etc [-] State PSC [-] UPSC [-] Others [-]

5.6 Details of student counselling and career guidance

- The college NSS unit organized a Beauty Care Workshop by Shaktimanch Institute – Shri Kaushikbhai Tanna.

No. of students benefitted 67

- The college has organized a Women Defence Bridge and PSI training activity for girl student of the college for 10 days with Sabarkantha District Police.

No. of students benefitted 450

5.7 Details of campus placement

On campus			**Off Campus**
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
--	--	--	----

5.8 Details of gender sensitization programmes

The College has established the Women Empowerment Cell and Anti-Ragging Cell.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level 205 National level 17 International level -

No. of students participated in cultural events

State/ University level 317 National level - International level -

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level 33 National level - International level -

Cultural: State/ University level - National level - International level -

5.10 Scholarships and Financial Support

	Number of students	Amount Rs.
Financial support from institution	-	-
Financial support from government	1017	5,15,493/-
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level [-] National level [-] International level [-]

Exhibition: State/ University level [-] National level [-] International level [-]

5.12 No. of social initiatives undertaken by the students [2]

5.13 Major grievances of students (if any) redressed : Nil

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

- The institute has the vision to cultivate higher goal and feelings in the youth of this area, by higher education and to direct towards creating path for welfare of the Nation.

Mission:

- To do all possible provision and work for higher education.
- To motivate various abilities in the students by arranging various educational and co-educational activities.
- To help the students for educational purpose keeping in view the abilities and limitations of the college.
- To take necessary steps for wide spread of education.
- To encourage women education in tribal area.
- To educate the educationally and economically backward students in such a way that they can earn their living.
- To achieve above stated mission, the college will try its best.

6.2 Does the Institution has a management Information System | Yes

- RajpurKelvani Mandal plays a vital role as an academic leader and forms action plan for academic development.
- The suggestions given by RKM are implemented under the leadership and guidance of the Principal.
- The Principal and the IQAC Co-ordinator constructs different committees for the smooth and effective functioning of various activities of the college.
- The Heads of the departments try with support of other members of the department for effective arrangement of the activities of the department.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- The college follows the syllabi framed by the Parent University.
- The Syllabus of Arts is revised every five years by the Parent University.
- The teachers who are appointed on the Board of Study of Parent University effort to revise the syllabus as per the needs of the society.
- The IQAC of the college encourages teachers to participate in Workshop on syllabus which was held by the Parent University and other organization.

6.3.2 Teaching and Learning

- The teachers of the college review the syllabus prepared by the concern BOS of the Parent University and impart their suggestions to BOS through the members of BOS of the college.
- The teachers organize class room seminars and group discussions related to subject at regular interval.

6.3.3 Examination and Evaluation

- At the end of every semester, the college conducts the internal examination.
- At the end of each semester, the college conducts the Parent University examination.
- Weekly test is taken in all the Subjects

6.3.4 Research and Development

- The college motivates teachers for research activities.
- This year UGC has sanctioned Minor Research Project of one faculty.
- Research in the college has been given more importance since the accreditation process has been done.
- 02 Faculties have been applied for the Minor Research Project.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- ❖ Library is computerized, Library have more than 9165 books, 7140 reference books, subscribe 37 magazine, 04 journals and 05 daily News Paper.
- ❖ Networking has been installed in the library which facilitates access to information

6.3.6 Human Resource Management

- ❖ At the end of each academic year the Management Committee reviews the existing positions and identifies personnel for various teaching and non-teaching positions.
- ❖ The Management makes appointments through prescribed procedures.

6.3.7 Faculty and Staff recruitment

NIL

6.3.8 Industry Interaction / Collaboration

NIL

6.3.9 Admission of Students

- ❖ The admission process is based on first come serve first base.
- ❖ The college is committed to serving the economically and socially backward sections of society.
- ❖ More than 80% students of the college belong to SC, ST and OBC.
- ❖ The College prospectus contains information about the institution and the programmes offered.
- ❖ The prospectus that highlights the details of various programmes of the college is prepared every year prior to the commencement of admissions.
- ❖ The prospectus also gives details of eligibility norms for admission. It is given to the applicants along with the application form.

6.4 Welfare schemes for

Teaching	❖ Loan facilities through The Vijaynagar Arts College Employee Co-Operative Credit Society Ltd, Vijaynagar. ❖ The college provides flexibility in timings for medical reasons. ❖ The college provides Maternity and Paternity Leave as per rules of Govt. of Gujarat.
Non teaching	❖ Loan facilities through The Vijaynagar Arts College Employee Co-Operative Credit Society Ltd, Vijaynagar. ❖ The college provides flexibility in timings for medical reasons. ❖ The college provides Maternity and Paternity Leave as per rules of Govt. of Gujarat.
Students	❖ The Career Counseling Cell of the college provides information to students for their career development. ❖ The college avails scholarships for SC, ST and OBC students from Govt. of Gujarat. ❖ The college has organized Thalassemia Prevention Program for the students of First Year. ❖ Through NSS Unit of the college, the college has organized HIV - Aids and Sexual Transmitted Diseases awareness Programme.

6.5 Total corpus fund generated ---

6.6 Whether annual financial audit has been done Yes ✓ No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Knowledge Consortium of Gujarat (KCG) Ahmadabad	Yes	College CA
Administrative	Yes	Knowledge Consortium of Gujarat (KCG) Ahmadabad	Yes	College CA

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes	Yes		No	✓
For PG Programmes	Yes		No	✓

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- ❖ The following reforms for examination have been made by the Parent University:
- ❖ On- line submission of examination forms.
- ❖ Hall-ticket for examination is provided on- line.
- ❖ On-line submission of internal marks.
- ❖ On-line declaration of Semester end examination result.

6.10 What efforts are made by the University to promote autonomy in the Affiliated / constituent colleges?

Online Enrolment of the students

6.11 Activities and support from the Alumni Association

- ❖ The Alumni Association of the college held a meeting with IQAC of the college and discusses different issues regarding the college development.

6.12 Activities and support from the Parent – Teacher Association

- ❖ The college does not have an established Parent – Teacher Association.
- ❖ However the parents are encouraged to attend activities organised by the college.
- ❖ The college arranges meeting with parents of the students at regular intervals.

6.13 Development programmes for support staff

The college organized training programme at the college level with the help of local experts for their development in their administrative work.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- ❖ The college is surrounded by forest and the hills of Arvalli Mountain.
- ❖ The college arranges tree plantation programmes for pollution free campus.
- ❖ The college run the drive for ‘Clean India’
- ❖ Plastic free campus
- ❖ Prohibition of use of Mobile during college hours.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive Impact on the functioning of the institution. Give details.

- ❖ The college organizes training in computer programming for smooth communication and administration for development.
- ❖ The college motivated academic &administrative staff to face the computer examination for CCC & CCC+ certificate.
- ❖ NSS unit of the college adopted the village Rajpur and started various awareness activities.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- ❖ UGC has sanctioned Minor research project of one faculty and the said project is in progress.
- ❖ 12 faculties have participated and presented research papers in 5International and 40 National Seminars, and 03 State Seminars.
- ❖ The above mentioned papers are published in peer reviewed National/International Journals.
- ❖ Experts' lecturers are organized by the college.
- ❖ The college has started Yoga and Pranayam as weekly training programme for wellness of students and staff.

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

- ❖ The college invites renowned speakers in the field of Literature and Social-Sciences to enrich the knowledge of student
- ❖ The college organized programme to develop cultural and traditional awareness in the student.

*** The details of above mentioned is given as Annexure – III & IV**

7.4 Contribution to environmental awareness / protection

- ❖ Yes, NSS unit of the college conducts Global warming awareness Programme.
- ❖ NSS and NCC organized Tree Plantation programme.
- ❖ NSS and NCC organized 'No Plastic Zone' movement.
- ❖ NSS and NCC unit organized Campus cleaning programme under Prime minister's "Clean India" Abhiyan.
- ❖ DPE of the college trained NSS, NCC, staff and students for International Yoga Day celebration.

7.5 Whether environmental audit was conducted? Yes [ ] No [✓]

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

8.**Plans of institution for next year**

- The college encourages the faculty and the students to participate in research activities
- The college motivates faculty members to apply for more and more minor / major research projects
- IQAC plans to arrange educational tour and visit to various historical places, arrange expert lectures and training programs for students and staff.
- IQAC has decided to propose for a multi disciplinary National Seminar.
- College has decided to continue Yoga & Pranayam as Best Practice
- College has planned to organize Blood Donation and Thallesemia prevention Programme.
- The college has decided to keep the cleanliness move and no plastic zone movement regularly in the entire college campus
- To provide ample guidance to the sports students for Higher level participation.
- The scholarship of the students will be given online and their forms will also complete online.
- The college will need to recruit new teaching and non-teaching staff as per Govt. work load.

Name : Dr. J. M. Purohit Name Dr. L. S. Mewada (I/C)

_____ _____

Signature of the Coordinator, IQAC Signature of the Chairperson, IQAC

_____***_____

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Annexure-I

VIJAYNAGAR ARTS COLLEGE, VIJAYNAGAR

Academic year 2016-17

Academic Calendar

પરિશિષ્ટ–૧

University Department & All Affiliated Colleges (U.G. & P.G. Course)

Academic Calendar 2016-2017		
Sr. No	Particulars	Dates
1.	**Beginning of the Academic Year**	**15-06-2016**
2.	Date of Completion of the Admission Under Graduate/ -Post Graduate Departments /Centers	 28-06-2016
3.	Commencement of Teaching Work for all Semester except Sem.-I Commencement of Teaching Work for Sem.- I	22-06-2016 01-07-2016
4.	Last Date for Enrolment UG/PG	24-08-2016
5.	Internal test commencement	28-09-2016
6	Practical Exam session starting (Wherever applicable)	7-10-2016
7	University Examination Session - I (Sem. III & V)	13-10-2016 to 27-10-2016
8	**End of the First Term**	**26-10-2016**
9.	**Diwali Vacation**	**27-10-2016 to 09-11-2016**
10	University Examination Session- II (Sem.- I & PG I,III	11-11-2016 to 26-11-2016
11	**Midterm vacation**	**28-11-2016 to 04-12-2016**
12	Beginning of the Second Term	05-12-2016
13	Internal test commencement	12-03-2017
14	Practical exam session starting	21-03-2017
15	University Theory Examination Session- I (Sem.,IV, VI)	28-03-2017 to 12-04-2017
16	University Theory Examination Session- II (Sem.-II & PG II,IV)	13-04-2017 to 30-04-2017
17.	**End of the Second Term**	**30-04-2017**
18.	**Summer Vacation**	**01-05-2017 to 14-06-2017**

Principal
Vijaynagar Arts College
Vijaynagar ,S.K. 383460

Annexure-II

VIJAYNAGAR ARTS COLLEGE , VIJAYNAGAR STUDENTS FEEDBACK ANALYSIS YEAR- 2016-17					
Sr. No.	**Opinion**	**Admission Process**	**Opportunity of Choice of Subject**	**Working System of Admin. Office.**	**College building & Infrastructural facility.**
1	Very Good	110	100	102	97
	%	50.22%	45.66%	46.57%	44.29%
2	Good	100	104	109	103
	%	45.66%	47.48%	49.77%	47.03%
3	Moderate	9	15	8	19
	%	4.10%	6.84%	3.65%	8.67%
4	Lower Level	0	0	0	0
	%	0.00%	0.00%	0.00%	0.00%
5	Total	219	219	219	219
Sr. No.	**Opinion**	**Class Room Lecture**	**Internal Examination**	**Annual Examination**	**Cultural Activities**
1	Very Good	98	105	128	138
	%	44.74%	47.94%	58.44%	63.01%
2	Good	105	114	91	81
	%	47.94%	52.05%	41.55%	36.98%
3	Moderate	16	0	0	0
	%	7.30%	0.00%	0.00%	0.00%
4	Lower Level	0	0	0	0
	%	0.00%	0.00%	0.00%	0.00%
5	Total	219	219	219	219
Sr. No.	**Opinion**	**Sports and Games Activities**	**Activities of Career Counseling**	**Lectures/ Seminars/ Conferences**	**Activities of NSS Unit**
1	Very Good	128	103	130	127
	%	58.44%	47.03%	59.36%	57.99%
2	Good	80	100	80	85
	%	36.52%	45.66%	36.52%	38.81%
3	Moderate	11	16	9	7
	%	5.02%	7.30%	4.10%	3.19%
4	Lower Level	0	0	0	0
	%	0.00%	0.00%	0.00%	0.00%
5	Total	219	219	219	219

VIJAYNAGAR ARTS COLLEGE , VIJAYNAGAR
STUDENTS FEEDBACK ANALYSIS YEAR- 2016-17

Sr. No.	Opinion	Activities of NCC Unit	Libarary Book issuance System	Book Bank Scheme	Library sitting Arrangement in Reading Room
1	Very Good	129	115	76	132
	%	58.90%	52.51%	34.70%	60.27%
2	Good	81	99	116	82
	%	36.98%	45.20%	52.96%	37.44%
3	Moderate	9	5	27	5
	%	4.10%	2.28%	12.32%	2.28%
4	Lower Level	0	0	0	0
	%	0.00%	0.00%	0.00%	0.00%
5	Total	219	219	219	219

Sr. No.	Opinion	Arrange ment of books and magazines	Libarary Other Services	Internet Service in Library	Remarks
1	Very Good	103	81	96	Nil
	%	47.03%	36.98%	43.83%	Nil
2	Good	111	99	105	Nil
	%	50.68%	45.20%	47.94%	Nil
3	Moderate	5	39	18	Nil
	%	2.28%	17.80%	8.21%	Nil
4	Lower Level	0	0	0	Nil
	%	0.00%	0.00%	0.00%	Nil
5	Total	219	219	219	Nil

Annexure - III

Innovation and best Practices

The college has invited the following renowned speakers who have contributed to the fields of Rural Development. They are director, coordinator, PHC Supervisor, PSI, Mamlatdar, Professor, Bank and employment Officers.

The college has invited them on different occasions and benefitted the students and academic staff with scholarly guidance especially in the field of Rural Development. Their details is given below,

Sr. No.	The name of Expert Speaker	Designation	Subject of their Lecture
1	Mr. Katara Saheb & Mr. Vinodbhai Oza	Branch Manager & Branch Officer, State Bank of India, Vijaynagar	Mobile & Net Banking. Cashless India.
2	Dr. Sanjay Patel & Mr. Hardikbhai Sagar	Director & Officer , District Employment Office, Himatnagar	Information about Employment Opportunity
3	Mr. V. I. Prajapati	Mamlatdar, Vijaynagar	Information about Competitive Exams
4	Dr. Tapas Chakravarti	Head & Professor, Department of English, H. N. G. U., Patan	Importance of English Language Today
5	Ms. Ranjanben S. Damor	PHC Supervisor, Sarsav, Vijaynagar	Physical Changes during Teen-age
6	Mr. Mukeshkumar S. Patel	Asso. Professor, M. N. College, Visnagar	Ecology
7	Dr. Dharmeshbhai Patel	Doctor, Gujarat Vidhyapith, Randheja	Health maintenance through Naturopathy
8	Dr. Karuna S. Trivedi	I/C Principal, Shri. T. M. Shah Mahila Arts College, Idar	Modern Equation of Work and Knowledge through Bhagvat Gita

9	Smt. Minnat Mansuri	Officer, Dena Rural Branch, Himatnagar	Self-employment likes Beauty Care, Computer Data Entry, Motor Repairing etc.
10	Mr. Atul bhai Patel & Mr. Anilbhai Bhagora	Taluka Lively Hood Manager, Vijaynagar MIS, Co-ordinator, Vijaynagar	To Join Economic Development Programmes for Women

Note : - The photographs of the programme is enclosed.















Annexure - IV

Innovation and best practices

The college has organized various cultural and traditional programmes to develop the talent of the students and to make them aware of social and cultural heritage of the region. The college cultural committee and Saptdhara(an initiative of Govt. Of Gujarat) of the college has arranged celebration of activities like Folk Dance, Ras Garaba, Street Play, Painting Competition, Quiz, Essay writing etc.

The college has adopted a village named Rajpur and organized Rural Development and animal treatment programmes through NSS unit of the college.

The college has organized 68th District Level Republic Day, Mr. Jethabhai Solanki, State Level Parliament Secretory, Mr. P. Svarup, District Collector and Mr. S. P. Mal, Police Commissioner remained present in this programme. The students of the college have shown many cultural activities in this programme.

Note:- The photographs of above mentioned activities are enclosed,










રાજપુર કેળવણી મંડળ
સંચાલિત
શૈક્ષણિક સંસ્થાઓ
આપનું હાર્દિક સ્વાગત કરે છે.



