

The Annual Quality Assurance Report (AQAR) of the IQAC *(For Affiliated/Constituent Colleges)*

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year. (For example, July 1, 2017 to June 30, 2018)*

Part – A

Data of the Institution

(data may be captured from IIQA)

1. Name of the Institution SHRI H. S. SHAH COLLEGE OF COMMERCE, MODASA

- Name of the Head of the institution : DR. SUDHIR GIRISHCHANDRA JOSHI
- Designation: PRINCIPAL
- Does the institution function from own campus: YES
- Phone no./Alternate phone no.: 02774-242624
- Mobile no.: 9825303240
- Registered e-mail: hscmod@yahoo.co.in
- Alternate e-mail : joshisudhirg@yahoo.co.in
- Address :COLLEGE CAMPUS, DHANSURA ROAD,
- City/Town : MODASA
- State/UT : GUJARAT
- Pin Code : 383315

2. Institutional status:

- Affiliated / Constituent: AFFILIATED
- Type of Institution: Co-education/Men/Women: CO-EDUCATION
- Location : Rural/Semi-urban/Urban: SEMI-URBAN
- Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing
(please specify) Grants-in aid

- Name of the Affiliating University: HEMCHANDRACHARYA NORTH GUJARAT UNIVERSITY, PATAN
- Name of the IQAC Co-ordinator : DR. MOHANLAL K. PATEL
- Phone no. : 02774-249149

Alternate phone no.

- Mobile: 9428642324
- IQAC e-mail address: hscmod@yahoo.co.in
- Alternate Email address: mkpatel_2007@yahoo.co.in

3. Website address: www.hscmod.ac.in

Web-link of the AQAR: (Previous Academic Year):

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

4. Whether Academic Calendar prepared during the year?

Yes/No **YES**, if yes, whether it is uploaded in the Institutional website: NO

Weblink:

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 st	B	2.73	2007	from: 2007 to: 2012
2 nd	A	3.01	2014	from: 2014 to: 2019

6. Date of Establishment of IQAC: DD/MM/YYYY: 17/08/2007

7. Internal Quality Assurance System

7.1 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
4 Meetings were held during the academic year	29/06/17, 05/10/17, 23/11/17,22/03/18	11, 13,10,12
University & College level lectures were organised.	23/01/18 to 25/01/18	375
District level Seminar on Consumer Awareness	27/12/17	423
AQAR was submitted in time.		
Collaboration with Nagarpalika, Modasa	15/06/2017	

Note: Some Quality Assurance initiatives of the institution are:

(Indicative list)

- Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements
- Academic Administrative Audit (AAA) conducted and its follow up action
- Participation in NIRF
- ISO Certification
- NBA etc.
- Any other Quality Audit

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
Shri H S Shah College of Commerce	Saptdhara	KCG, Ahmedabad	2017-18	40000
--Do--	UDISHA	--Do--	2017-18	5000

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: Yes

*upload latest notification of formation of IQAC

10. No. of IQAC meetings held during the year: 04

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website.....

Yes/No No

(Please upload, minutes of meetings and action taken report)

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

If yes, mention the amount: 3,00,000 Year: 2013-14

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

- * One University level & one College level lecture were organised
- * Construction of P.G. Center is completed
- * Each & every achiever of the college is appreciated with memento.
- * Research assistance is given to Ph.D scholar
- District level Consumer awareness Seminar

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

Plan of Action	Achievements/Outcomes
To prepare a Seminar Hall with latest technological facilities	Seminar Hall has been constructed, but some fixtures are to be installed.
To promote Student Start Up Program	It is under process, but there is a little response from the students.
To Build Separate NSS & NCC rooms	Both NSS & NCC rooms have been constructed in a new building.
To Build separate new office block	New office block is built.
To update language Laboratory with new hardware & software	Proposal has been sent to the higher authority, commissioner of Higher Education, Gujarat State.

14. Whether the AQAR was placed before statutory body? Yes /No: Yes

Name of the Statutory body: IQAC & Management Society

Date of meeting(s):

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?

Yes/No: No

Date:

16. Whether institutional data submitted to AISHE: Yes/No: Yes

Year: 2017- 18

Date of Submission: 13/12/2018

17. Does the Institution have Management Information System?

Yes ✓ No

If yes, give a brief description and a list of modules currently operational.

(Maximum 500 words)

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					
In our institute, there is a well planned mechanism for an effective implementation of curriculum. Principal being the head of the institute conveys the relevant Curriculum to the Head of Departments who ensure the effective and timely execution of it. Dedicated faculty members try their level best to achieve the desired outcomes of the curriculum.					
1.1.2 Certificate/ Diploma Courses introduced during the Academic year					
Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development	
Front Desk Staff Training		04/01/2018 to 18/01/2018	Employability in tourism sector.	Tourism Management	
1.2 Academic Flexibility					
1.2.1 New programmes/courses introduced during the Academic year					
Programme with Code	Date of Introduction		Course with Code	Date of Introduction	
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	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
Already adopted (mention the year)				2011	2011
1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year					
	Certificate		Diploma Courses		
No of Students					
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	
Front Desk Staff Training		4 th January 2018		30	
1.3.2 Field Projects / Internships under taken during the year					
Project/Programme Title			No. of students enrolled for Field Projects / Internships		
1.4 Feedback System					
1.4.1 Whether structured feedback received from all the stakeholders.					
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents	
Yes	No	Yes	Yes	Yes	
1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)					
Feedback is received from the final year students & their parents. It is all about their response about the facilities and student support activities in the college. Senior teacher analyse the responses given by students. The responses especially about the weaknesses are conveyed to principal sir. These weaknesses are put before the IQAC for discussion. IQAC suggests the way to overcome these weaknesses & the suggestions are implemented as early as possible.					

CRITERION II -TEACHING-LEARNING AND EVALUATION**2.1 Student Enrolment and Profile****2.1.1 Demand Ratio during the year**

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
B.Com	520	495	495
M.Com	80	77	77

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 full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017-18	1086	157	07	05	05

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 (<i>LMS, e-Resources</i>)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
07	07	15	5	3	

2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)

There are total 10 class divisions in the college. Permanent teachers along with ad-hoc teachers are assigned the duty to mentor one class. It is like a class teacher system. Each teacher looks after one class divisions. They interact about the problems of the students whether academic, social or economic. They bring these problems to the notice of the principal or head of the department. It is very difficult as there is a shortage of faculty but we try our level best to justify the needs of the students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
1243	07	1:177

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
11	07	04	00	06

2.4.2 Honours and recognitions received by teachers

(received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

<i>Year of award</i>	<i>Name of full time teachers receiving awards from state level, national level, international level</i>	<i>Designation</i>	<i>Name of the award, fellowship, received from Government or recognized bodies</i>

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
U.G.	B.Com	Sem-VI	27/03/18	27/04/18
P.G.	M.Com	Sem-IV	21/04/18	14/05/18

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

Unit Test & Surprise tests are organised in order to have Continuous Internal Evaluation. In the beginning of the term all the heads of Departments are instructed to take responsibility of such evaluation.

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

Academic calendar is prepared in the beginning of the academic year. Academic calendar provided by the university is kept as the base of institutional academic calendar. We try to adhere to this calendar as strictly as possible. Only in the inevitable circumstances, there is a chance of change.

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)
No. It is displayed on the college noticeboard.

2.6.2 Pass percentage of students

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
U.G.	B.Com	247	201	83.40
P.G.	M.Com	75	68	90.66

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)

We are planning to introduce Student Satisfaction Survey as per the NAAC guideline from next academic year.

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	Total grant	Amount received during the
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		funding Agency	sanctioned	Academic year
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored Projects				
Projects sponsored by the University/ College				
Students Research Projects (other than compulsory by the College)				
International Projects				
Any other(Specify)				
Total				

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(s)

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

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category

3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Centre	Name	Sponsored by

Name of the Start-up	Nature of Start-up	Date of commencement

3.3 Research Publications and Awards

3.3.1 Incentive to the teachers who receive recognition/awards

State	National	International

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

Name of the Department	No. of Ph. Ds Awarded

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

	Department	No. of Publication	Average Impact Factor, if any
National		09	Avg.
International			

3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year						
Department				No. of publication		
Statistics				01		
Economics				02		
Commerce-Accountancy				04		
3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index						
Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)						
Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :						
No. of Faculty	International level		National level		State level	Local level
Attended Seminars/ Workshops			04		02	
Presented papers			04		02	
Resource Persons					01	
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 co-ordinated such activities		Number of students participated in such activities	
World Environment Day			01		10	
Plantation	Red Cross		02		65	
Cleanliness Drive	Nagarpalika		02		142	
Ayurvedik Kwath Distribution	Nagarpalika		02		140	
Social Day Celebration	Management Society		02		32	
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	No. of Students	

				benefited
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 coordinated such activities	Number of students participated in such activities
Swachh Bharat Pulse Polio Immunization	Nagarpalika	Cleanliness at Public Place	02	49
		Polio Vaccination	02	42
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	
Student Interaction Program	180	College	4 Days	
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-To)	participant
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 and Activities	Number of students/teachers participated under MoUs	
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		
4.1.2 Details of augmentation in infrastructure facilities during the year				
Facilities		Existing	Newly added	
Campus area		18.29		
Class rooms		13	03	
Laboratories		02	--	
Seminar Halls		01	01	
Classrooms with LCD facilities		00	03	
Classrooms with Wi-Fi/ LAN		00	03	
Seminar halls with ICT facilities		01	01	

Video Centre		01				
No. of important equipments purchased (\geq 1-0 lakh) during the current year.						
Value of the equipment purchased during the year (Rs. in Lakhs)						
Others						
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	Partially	2.0				
4.2.1 Library Services:						
	Existing		Newly added	Total		
	No.	Value	No.	Value	No.	Value
Text Books	11912	1135961	95	23026	12007	1158987
Reference Books	13191	1132662	20	2800	13211	1135462
e-Books	--	--	--	--	--	--
Journals	113	127575	34	70016	113	197591
e-Journals	--	--	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	220	5075	--	--	--	--
Library automation						
Weeding (Hard & Soft)						
Others (specify)	25	donated				

4.3 IT Infrastructure									
4.3.1 Technology Upgradation (overall)									
	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available bandwidth (MGBPS)	Others
Existing	85	40	31	--	35	05	--	5 MBPS (02) 1 MBPS (01)	05
Added	--	--	--	--	--	--	--	--	--
Total	85	40	31	--	35	05	--		05
4.3.2 Bandwidth available of internet connection in the Institution (Leased line)									
10 MBPS									
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				
Free Wi-Fi enabled premises									
4.3.4 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		

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
	Rs.15000/-		Rs. 59058
4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (<i>maximum 500 words</i>) (information to be available in institutional Website, provide link)			
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			
Financial support from other sources			
a) National	SC/ST/OBC	490	11,32,700
b) International			

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
Language Lab	September-2009	290	KCG, Ahmedabad
Tourism Management	January-17	30	Tourism Corp. of Gujarat Ltd.

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 by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2017-18	Career Counselling Cell	320	320	No Exact Data available	No Exact Data available

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	No. of grievances redressed	Average number of days for grievance redressal
--NIL--	--NIL--	--NIL--

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	00	00	00	00	00

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
2017-18	77	B.Com	Commerce-Accountancy	P.G. Center, Commerce College, Modasa	M.Com
	12			N.S. Patel Law College, Modasa	L.L.B
	5			Ganpat University, Kherva	M.B.A.
	2			SVIT, Kadi	M.B.A

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	No. of Students selected/	Registration number/roll
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	qualifying	number for the exam
NET		
SET		
SLET		
GATE		
GMAT		
CAT		
GRE		
TOFEL		
Civil Services		
State Government Services		
Any Other		

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

Activity	Level	Participants
Sports	College	50
	University	27
Cultural	College	72
	University	32

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	Sports	Cultural	Student ID number	Name of the student

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

Student Representation Committee is formed on the basis of merit & extra ordinary performance in Sports, NSS, NCC & Extension Activities. Annual Day & the Prize distribution ceremony is organized and handled by this SRC. Celebration of Social Day is done by SRC. On this day, they visit hospital & distribute fruits and biscuits among the patients. They also undertake an activity of distributing clothes to the needy people of the slum area of Modasa. They meet regularly to discuss & plan for the academic as well as extra curricular activities.

5.3 Alumni Engagement

5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):

No. There is an Alumni association in the institute, but it is not registered.

5.3.2 No. of ~~registered~~ enrolled Alumni:

800

5.3.3 Alumni contribution during the year (in Rupees) :

Rs.52,000/-

5.3.4 Meetings/activities organized by Alumni Association :

03 Meetings were held during the year. Two Gold Medals are sponsored by Alumni Association for the Best performer in External Exams at UG & PG level.

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)
There is a decentralisation and participative management system available in the institute at each level. Collective decisions are taken during the staff meeting and the decisions are conveyed to principal or College Management. They respect the decision taken collectively.
6.1.2 Does the institution have a Management Information System (MIS)? Yes/No/Partial:
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):
❖ Curriculum Development 03 Senior teachers including Principal are there in the Board of Studies of their respective subjects. They render their services whenever there is a need for it at university level.
❖ Teaching and Learning Teaching learning is at the main focus of the faculty members. Though there is a shortage of staff, the staff members put their 100% efforts for the sake of students to provide effective teaching with the help of ICT & other advanced technological assistance.
❖ Examination and Evaluation Continuous and comprehensive evaluation system is in place at college level. Weekly tests & assignments are taken regularly. Transparent examination is conducted under CCTV observation & monitoring.
❖ Research and Development Research is much emphasized in the college. Our institute publishes its own “Research Genius E-Journal”. Out of 7 staff members 06 are Ph.D. scholar and out them 03 are Ph.D. supervisor too. Every year average 10-12 research papers are published by the faculty members. Faculty members regularly participate in the seminar/workshop/conference/symposia of their respective subject and present research papers. To promote research, financial assistance is provided by the management to the faculty members who are pursuing Ph.D.
❖ Library, ICT and Physical Infrastructure / Instrumentation Our Institutional Library is healthy having more than 11912 textbooks, 13191 reference books and 113 national & international journals. 03 Classrooms are newly built to completely assist ICT. One seminar hall with latest technological support is built.
❖ Human Resource Management There is always a shortage of staff in the college. Due to the positive approach of Management society, we can manage shortage of staff. Visiting as well as ad-hoc faculties are provided by management to cope up with the need of institute.
❖ Industry Interaction / Collaboration A tour to Mundra port was organised by our institute in order to provide industrial interaction to the students of final year. We are determined to carry on this tour for the upcoming years too.
❖ Admission of Students Admission process is completed by adhering to the rules & regulations of UGC, Govt. of Gujarat & affiliating University. Against the intake of 520, we almost receive applications more than it. With increasing demand, we have also started 4 th division.

6.2.2 : Implementation of e-governance in areas of operations:					
❖ Planning and Development					
❖ Administration					
❖ Finance and Accounts PFMS is implemented to follow e-governance in finance & accounts.					
❖ Student Admission and Support Online enrolment of the students at university level is done.					
❖ Examination Examination forms are filled online to support e-governance. Examination hall tickets are also generated online.					
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-----					
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	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non- teaching staff)
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		Date and Duration (from – to)	
Faculty Development Program		01		1 week	
Active Citizen Workshop		02		1 week	
6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):					
Teaching		Non-teaching			
Permanent	Fulltime 04 (Ad-hoc)	Permanent	Fulltime/temporary 02		
6.3.5 Welfare schemes for					
Teaching			No		
Non teaching			Yes		
Students			Yes		
6.4 Financial Management and Resource Mobilization					
6.4.1 Institution conducts internal and external financial audits regularly Yes, As per rules internal as well as external audit is conducted by management regularly. (with in 100 words each)					

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/ Grants received in Rs.		Purpose
Management		3,90,000/-		To provide administrative staff Research Assistance
Management		7,000/-		
6.4.2 Total corpus fund generated				
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	No	No	No	No
Administrative	Yes	Management	No	No
6.5.2 Activities and support from the Parent – Teacher Association (at least three)				
No formal Parent-teacher association is in place in the institute.				
6.5.3 Development programmes for support staff (at least three)				
No				
6.5.4 Post Accreditation initiative(s) (mention at least three)				
6.5.5				
a. Submission of Data for AISHE portal : (Yes /No) Yes				
b. Participation in NIRF : (Yes /No) Yes				
c. ISO Certification : (Yes /No) --N.A--				
d. NBA or any other quality audit : (Yes /No) --N.A--				
6.5.6 Number of Quality Initiatives undertaken during the year				
Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to-----)	Number of participants
2017-18	Encouraging extra ordinary achievers by felicitating them with memento and certificates	16/03/2018	15/06/2017 to 16/03/2018	65
2017-18	Felicitating each participant at college level activity by giving certificates	the day after conducting the activity	15/06/2017 to 16/03/2018	82

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-to)	Participants	
		Female	Male
Women Empowerment Fortnight	01/08/2017 to 15/08/2017	289	316

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

Percentage of power requirement of the College met by the renewable energy sources Roof Top solar Energy System has been installed in the college with a production capacity of 20 KWatt.						
7.1.3 Differently abled (Divyangjan) friendliness						
Items Facilities			Yes/No		No. of Beneficiaries	
Physical facilities						
Provision for lift						
Ramp/ Rails						
Braille Software/facilities						
Rest Rooms			Yes			
Scribes for examination						
Special skill development for differently abled students						
Any other similar facility						
7.1.4 Inclusion and Situatedness						
Enlist most important initiatives taken to address locational advantages and disadvantages during the year						
Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
7.1.5 Human Values and Professional Ethics						
Code of conduct (handbooks) for various stakeholders						
Title		Date of Publication		Follow up (maximum 100 words each)		
7.1.6 Activities conducted for promotion of universal Values and Ethics						
Activity			Duration (from-----to-----)		Number of participants	
7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)						
1) Greenery is promoted and maintained in the campus. 2) Use of plastic is prohibited in the campus. 3) Use of solar energy to produce electricity. 4) Use & encouragement to digital communication.						
7.2 Best Practices						
Describe at least two institutional best practices						
1) Production of Renewable energy in the form of Solar Energy. 2) Out Reach programs covering Health, Cleanliness, Social issues.						
Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link						

7.3 Institutional Distinctiveness

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

Our institute is the only institute in the district having NAAC “A” grade. Students from nearby 4 districts take admission in our college, though there are 04 other colleges in nearby areas. Student centred policies, 65 years old campus, facilities for students, well qualified staff, ICT enabled classrooms are some of the facilities which make our campus & institute distinct from other institutes.

8. Future Plans of action for next academic year (500 words)

- 1) To apply for RUSA grants, so we can add to the facilities available for the students. First of all, we would like to apply for the infrastructure component.
- 2) To start a certificate course for the final year students to provide training about life skills, Communication skills & life skills.
- 3) To update language laboratory hardware & software.
- 4) To prepare the seminar hall with latest advanced technological supportive audio-visual system.
- 5) To apply for organizing state level & national level seminars.

Name _____

Name _____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Shri H. S. Shah College of Commerce, Modasa**COLLEGE CALENDER****Year : 2017-18****Extra Mural & Cultural Activities Conducted at College during the Year**

No.	Date	Name of the Event
1	05/06/2017	Rally on Environment Day
2	12/06/2017	Commencement of New Academic Year
3	21/06/2017	International Yoga Day
4	30/06/2017	Welcoming Prime Minister by Students
5	01/08/2017	Swachchhata Shapath & Essay Competition
6	02/08/2017	Tree Plantation in Collaboration with Municipality
7	02/08/2017	Lecture by Vanitaben Patel on an importance of Cleanliness
8	03/08/2017	45 Girls Participated in women Empowerment Programme organized by Nagarpalika
9	03/08/2017	Elocution Competition on “Vaishnav Jan To Tene Re kahiye”
10	04/08/2017	Cleanliness drive on Public Place (Public Park, Modasa)
11	14/08/2017	Shapath on New India
12	15/08/2017	Independence Day Celebration
13	18/08/2017	On The spot Painting Competition
14	19/08/2017	Poster making Competition
15	19/08/2017	Ayurvedic Anti-swine flu Kwath Distribution
16	21/08/2017	Rangoli Competition
17	22/08/2017	Cartooning Competition

18	22/08/2017	Gujarat Quiz-2017
19	23/08/2017	Mehendi Competition
20	24/08/2017	Clay Modeling Competition
21	29/08/2017	Thalassemia Awareness Program & Test
22	31/08/2017	Cooking Competition
23	11/09/2017	Internal Evaluation Test
24	16/09/2017	Thalassemia Test -II
25	22/09/2017	Navratri Celebration
26	25/09/2017	Celebration of NSS Day
27	03/10/2017	University Exams started
28	05/11/2017 to 18/11/2017	Diwali Vacation
29	From 21/11/2017	B.Com Sem-I Uni. Exams started
30	24,25/11/2017	Student Interaction Program at Kherva
31	01/12/2017	AIDS awareness program
32	06/12/2017	Voter Awareness Program at Adopted village Khadoda
33	27/12/2017	District level Consumer Awareness program
34	27/12/2017 to 02/01/2018	Days Celebration
35	29/30/12/2017	Social Day Celebration (Visit to Hospital) Clothes distribution to Needy people
36	04/01/2018 to 18/01/2018	Life Skill Development Training Program by Coral Education Pvt. Ltd.
37	05/01/2018 to 11/01/2018	NSS Special Camp at Adopted village Khadoda

38	11/01/2018	Girls Represented the college in Kite Festival
39	12/01/2018	Elocution Competition about thoughts of Vivekanand
40	23/01/2018 to 25/01/2018	University level “Abhivyakti talim Shibir”
41	26/01/2018	Republic Day Celebration
42	28/01/2018 to 30/01/2018	NSS volunteers served to support Pulse Polio vaccination
43	29/01/2018	Student Interaction Program at SVIM, Kadi
44	31/01/2018	University Level Lecture by Dr. Sandip Bhatt
45	01/02/2018	Power Point Presentation Competition (College Campus)
46	08/02/2018	District Level Job Fair
47	09,10,11/02/2018	University Youth Festival
48	23/02/2018	Campus Establishment Day Celebration
49	26/02/2018	Internal Evaluation Test
50	08/03/2018	International women day (10 girl students participated in a district level seminar)
51	16/03/2018	Annual Day Celebration
52	20/03/2018	University Exams started
53	26/04/2018	Second Term end
54	24/05/2018	Visit to Mundra Port Kutch