

**Smt. A. S. Chaudhary Mahila Arts
&
Home Science College, Mehsana**

Managed by

**Shri Sarvajanik Kelavani Mandal
Near Arvind Baug, Mehsana
Gujarat-384001**

The Annual Quality Assurance Report

Academic Year: 2014-15

**Submitted to
National Assessment and Accreditation Council.
Bangalore**

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

I. Details of the Institution

1.1 Name of the Institution	Smt.A.S.Chaudhary Mahila Arts and Home Science College
1.2 Address Line 1	Shri Sarvajanic Vidya Sankul
Address Line 2	Near Arvind Baug
City/Town	Mehsana
State	Gujarat
Pin Code	384001
Institution e-mail address	sascmahc@gmail.com
Contact Nos.	02762-241274
Name of the Head of the Institution:	Dr.Rohini.H. Bhatt (In charge Prin.)
Tel. No. with STD Code:	02762-241274
Mobile:	9426598997

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879) GJCOGN13023

1.4 NAAC Executive Committee No. &Date:

(For Example EC/32/A&A/143dated3-5-2004.

This EC no.is available in the right corner-bottom

Of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	76.00	2007	5 Years
2	2 nd Cycle	B	2.10	2014	5 Years
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

1.8 AQAR for the year (for example 2010-11)

2014-15

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

- i. AQAR _____ (DD/MM/YYYY)4
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

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)

Home Science

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	No		
University with Potential for Excellence	-	UGC-CPE	-
DST Star Scheme	-	UGC-CE	-
UGC-Special Assistance Programme	-	DST-FIST	-
UGC-Innovative PG programmes	-	Any other (<i>Specify</i>)	-
UGC-COP Programmes	-		

2. IQAC Composition and Activities

2.1 No. of Teachers	08			
2.2 No. of Administrative/Technical staff	01			
2.3 No. of students	01			
2.4 No. of Management representatives	01			
2.5 No. of Alumni	01			
2.6 No. of any other stakeholder and Community representatives	-			
2.7 No. of Employers/ Industrialists	-			
2.8 No. of other External Experts	02			
2.9 Total No. of members	14			
2.10 No. of IQAC meetings held	2			
2.11 No. of meetings with various stakeholders:	No.	1	Faculty	2

Non-Teaching Staff Students

-

Alumni

1

Others

-

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

If yes, mention the amount

3, 00,000

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

-

2.14 Significant Activities and contributions made by IQAC

Orientation Programme was held for the students of B.A. SEM-I and B.Sc. SEM-I
Motivation to faculty members to present research papers in seminars/ conferences and publications.
Faculty members were encouraged to apply for UGC funded Minor Research Projects.
Scheduled Sanskrit Sambhasan Varg, Anuvad Kala, Star Batch for Advanced Learners.
Obtained Feedback from students, Alumnae and Parents.
Departments were encouraged to organize Guest Lectures.

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
To make teaching learning process more participatory and student centric. To organize Sanskrit Sambhasan Varg, Anuvad Kala, Star Batch for Advanced Learners. Extension activities and camp in neighbouring village to bring necessary awareness on current issues.	Students participated in Group Discussions, Classroom level Seminars actively. All these programmes enriched the students with language proficiency and raised their confidence level. A sense of community orientation is inculcated among the students where as villagers gained necessary information and awareness regarding current issues.

* *Academic Calendar of the year Annexure-I.*

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Management suggested to encourage students' participation in research oriented activities.

Part – B

Criterion – I

I. 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			02	
UG	01		01	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total				

Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	04
Trimester	
Annual	

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

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

* *An analysis of the feedback: Annexure -2*

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

Syllabus is prescribed by our University, Hemchndracharya North Gujarat University, Patan, and as an affiliated college, we have to follow the same syllabus.

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

-

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
23	04	17	-	02

2.2 No. of permanent faculty with Ph.D.

15

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
01	01	-	-	-	-	-	-	01	01

2.4 No. of Guest and Visiting faculty and Temporary faculty

	10	
--	----	--

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	10	05
Presented papers	03	32	05
Resource Persons	-	03	02

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

<p>Learning made student centric through group discussions, assignments and presentation by students.</p> <p>Encourage students to use library and internet resources.</p> <p>Expert Lectures.</p> <p>Dissertation at Post Graduate level in Gujarati, Psychology and Home Science Department</p> <p>Screening of some lectures, episodes and films for teaching</p> <p>Syllabus has been integrated with computer studies at Under Graduate level (Computer Application Skill-I- as Elective Generic- B.A-SEM-I) and at Post Graduate level (Information Technology and Data Analysis- M.A-SEM-III/IV)</p> <p>Professional Training for students of Home Science Department</p> <p>Field work</p>

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

196

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

Evaluation of students on the basis of written examination, assignments and presentation

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

05

2.10 Average percentage of attendance of students

85%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.(Sanskrit)	55	12	38	-	-	-
B.A.(English)	93	12	69	01	-	10
B.A.(Gujarati)	97	21	71	-	-	-
B.A.(Hindi)	84	11	24	03	-	30
B.A.(Psychology)	82	45	30	-	-	05
B.Sc. (Home Sci.)	41	39	03	-	-	-
M.A.(Sanskrit)	48	35	13	-	-	-
M.A.(English)	94	10	80	-	-	04
M.A.(Gujarati)	82	69	12	-	-	-
M.A.(Hindi)	43	22	15	01	-	03
M.A.(Psychology)	83	76	05	-	-	02
M.Sc. (Home Sci.)	33	21	12	-	-	-

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

IQAC insists on the enhancement of teaching quality in the institute. The members of IQAC meet regularly to assess the teaching learning environment of the college and provide suggestions for improvement. It also provides a platform for students' representative to incorporate better suggestions from their side so that the teaching learning process can be made students centric. It also collects feed back from the students, alumnae, parents which is subsequently analysed to improve the teaching learning process.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
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	-
Summer / Winter schools, Workshops, etc.	24
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	10	08	-	02
Technical Staff	01	01	-	01

Criterion – III

3. Research, Consultancy and Extension

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

Encourage faculty members to undertake UGC funded Minor/Major Research Projects.

Encourage faculty members to participate and present research papers at State/National/International level seminars.

Encourage faculty members to publish research articles in reputed journals and magazines.

Encourage students to write dissertation at post graduate level.

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		6		
Outlay in Rs. Lakhs		8,62,000/-		

3.4 Details on research publications

	International	National	Others
Peer Review Journals	21	05	
Non-Peer Review Journals			
e-Journals	01		
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 organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	2 Years	UGC	8,62,000/-	6,72,000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
 DPE DBT 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

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
and students registered under them

06

13

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

-

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 State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level 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 International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

Director of Physical Education is a District (Mehsana) Director of Special Olympic Bharat Gujarat. This institute organized Gujarat state Special Olympic for Mentally Retarded Children. A faculty member of Hindi Department is an official in it. The students of the college rendered their services as volunteers in the Tournament.

The Extension Education Department of Home Science Faculty organizes programmes on general health awareness-food safety and hygiene, child and women welfare programme.

N.S.S. Volunteers during the course of their camp at Fatehpura participated in community oriented activities like cleanliness exercises, tree plantation, free medical check up camp, spectacle camp and veterinary camp and a workshop on Spoken English. Street plays and cultural programmes were organized to eradicate superstition. Expert lectures on Importance of Food and Nutrition, Awareness regarding Anemia, HIV AIDS were organized.

A student of the college was selected as the best Campus Ambassador of Mehsana district.

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(Sq.mts)	5.620 Acres			
Class rooms	17			
Laboratories	10			
Seminar Halls	02			
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 Computerization of administration and library

The administrative office is partially computerized
Library uses SOUL software.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	15799	2412650	1231	40200	17030	2452850
Reference Books	357	561050	04	8100	361	569150
e-Books						
Journals	35	40932	08	3000	43	43932
e-Journals						
Digital Database						
CD & Video	312	19000	21	3300	333	52300
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsin g Centres	Computer Centres	Office	Depart-ments	Others
Existing	55	02	Blazenet 2mbps	1		1	6	-
Added	07	-	BSNL 10MBPS	-		-	-	
Total	62	02	12MBPS	1		1	6	-

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

We have a digital education learning laboratory and a computer laboratory. All the faculty members can utilize facilities of internet and update themselves with current trends.

Students have been oriented in the use of library resources and internet facilities.

Faculty members provide guidance to the students by the projection of some episodes or films on the relevant topics of their syllabus as per the requirements.

The college offered Computer Application Skill as an Elective Generic subject at B.A. SEM-I and Information Technology and Data Analysis as Inter Disciplinary subject at M.A-SEM-III/IV. Special classes were arranged for students at computer Lab for theoretical transaction as well as practical transaction.

4.6 Amount spent on maintenance in lakhs :

i) ICT	1.95
ii) Campus Infrastructure and facilities	0.82
iii) Equipments	0.50
iv) Others	2.50
Total:	5.77

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1 alumna and 1 current student are members of I.Q.A.C. Their suggestions are considered in policy making decisions.

Students are informed about the rules and regulations of the college as well as University during Orientation Programme.

Facilitating the creation of a learner-centric environment conducive for quality education

Details regarding various scholarships belonged to SC/ST/OBC and economically weaker sections of society are provided to the students.

IQAC suggested Sanskrit Sambhasan Varg, Anuvad Kala, Star Batch for Advanced Learners for benefit of the students.

Arrangement of feedback responses from students, alumnae and parents on quality related institutional processes.

5.2 Efforts made by the institution for tracking the progression

The pass percentage of the students is 93% at Under Graduate level and 99% at Post Graduate level. Through the medium of Alumnae Association Meeting the institute tries to track the progression of the students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1559	812		

(b) No. of students outside the state

(c) No. of international students

Men	No	%

Women

No	%

Last Year 2013-14						This Year 2014-15					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
659	377	37	1219	19	2311	583	493	41	1215	16	2317
										Minority	
										23	

Demand ratio

Dropout % 16.15

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

Clippings of the various competitive examination and employment opportunities are displayed on the notice board.

Liberty Career News, Pratiyogita Darpan and Latest Facts in General Knowledge are subscribed in the library.

Guidance for various job oriented programmes

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET	<input style="width: 100%;" type="text"/>	SET/SLET	<input style="width: 100%; text-align: center;" type="text" value="01"/>	GATE	<input style="width: 100%;" type="text"/>	CAT	<input style="width: 100%;" type="text"/>
IAS/IPS etc	<input style="width: 100%;" type="text"/>	State PSC	<input style="width: 100%;" type="text"/>	UPSC	<input style="width: 100%;" type="text"/>	Others	<input style="width: 100%;" type="text"/>

5.6 Details of student counselling and career guidance

The committee members of the Guidance and Counselling Cell provide academic as well as personal guidance to the student. They provide guidance to the students about various job opportunities. They also recommend reference books required to appear in the competitive examination.

No. of students benefitted

5.7 Details of campus placement

	<i>On campus</i>	<i>Off Campus</i>	
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
-	-	-	-

5.8 Details of gender sensitization programmes

Debates, Essay Competition, Rallies and Dramas are organized to bring awareness about gender sensitization and other cross cutting issues

5.9 Students Activities

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

State/ University level National level International level

Inter. University level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	1788	29,65,030
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

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 of the Institution:

Empowerment of women by providing them with easily available higher education to enable them to play an active role in the society

Mission of the Institution:

▫ To provide academic and value education to girls from diverse strata of society

▫ To inculcate positive, social, economical and scientific attitudes to make them self-reliant, responsible and worthy citizens.

6.2 Does the Institution has a management Information System

The college implements the use of modern technology for admission of students, enrolment of students, collection of fees, students' records, internal examination results, latest circulars of University and other Government policies.

Library uses SOUL software

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

6.3.1 Curriculum Development

The college implements the curriculum prescribed by the affiliating University.

Five faculty members are the members of Board of Studies. These faculty members are contributing in designing the curriculum of the University.

6.3.2 Teaching and Learning

Academic Calendar of the institution and Teaching Plans are prepared in accordance with the University Calendar.

Learning is made student centric by providing opportunities to the student through Group Discussions, class room level seminars.

Lectures by eminent experts

Sanskrit Saombhasan Varg and Workshop on Anuvad Kala help to enrich the students with language proficiency and raise their confidence level.

Computer Application Skill and Information Technology and Data Analysis subjects based on ICT were selected as a part of curriculum as per choice based credit system at B.A.SEM-I and M.A.SEM-III/IV. Special classes and practicals were arranged in a Computer Laboratory

Faculty members of Gujrati Department, Psychology Department and Home Science Department provide guidance to the students to write dissertation at Post Graduate level

Star Batch for Advanced Learners at B.A. SEM-VI in Foundation Compulsory English

Feedback is obtained on overall teaching and learning programme.

6.3.3 Examination and Evaluation

Orientation programme to provide details regarding pattern and weight age of internal examination as well as University examination.

Continuous evaluation of students through participation on learning activities, class room level seminars, assignments, internal examination and University examination

Answer sheets of internal examination are shown to the students to make them aware of their mistakes so that they can avoid them in the university examination and score better marks.

6.3.4 Research and Development

Six faculty members are Ph.D. guides.

Faculty members provide guidance to thirteen candidates for Ph.D. degree.

Six faculty members are pursuing UGC funded Minor Research Projects.

Head of the Psychology Department is a Co-ordinator of M.Phil. Centre of our University. He provided guidance to five M.Phil. students to write dissertation.

Two faculty members have submitted their Ph.D. thesis.

Four faculty members are pursuing Ph.D.

Faculty members present research papers at State/National /International level seminars.

Students participate and present research papers at National Seminar.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library is partially computerized with SOUL

Library is enriched with books, reference books, magazines, journals, CDS, encyclopaedias.

Adequate infrastructure is available.

ICI is used to impart education.

6.3.6 Human Resource Management

The institution implements a culture of participative management in conducting curricular, co- curricular and extra curricular activities. In order to ensure management of human resource the institution takes all necessary steps among which the prominent are deputation of faculty members for participation in various seminars/conferences, workshops etc. organized by various institutes. The faculty members share the information regarding the research activities and research related information with each-other.

6.3.7 Faculty and Staff recruitment

Shri H.M.Chauhan, associate professor (Department of Hindi) and Dr.N.K.Patel, associate professor (Department of Sanskrit) recruited at our college as per work load in accordance with norms of UGC and Commissioner's office of Higher Education, Gandhinagar.

6.3.8 Industry Interaction / Collaboration

The institution tries to establish interaction with industry through field visits.

The institution has developed cordial relationship with J.C.I Oil City Mehsana, Red Cross Society, Ahmedabad.

6.3.9 Admission of Students

The institution follows the admission schedule given by the affiliating University.

Admission is provided as per University/state/ central criteria

All the details regarding admission procedure is displayed on the notice board with a view to make sure that the entire admission process can be done fairly and transparently.

6.4 Welfare schemes for	Teaching	Benefit of Group Insurance. Financial Assistance through the medium of Credit Society. Farewell Function for the retired employees.
	Non teaching	Benefit of Group Insurance. Financial Assistance through the medium of Credit Society. Uniform for the employees of class IV. Farewell Function for the retired employees.
	Students	Scholarships from state government.

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	KCG Gandhinagar	Yes	IQAC
Administrative	Yes	Comm. Higher-Education Gandhinagar	Yes	Trust

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 institute is affiliated to Hemchandracharya North Gujarat University, Patan. The institute follows the guide lines of the University.

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

The institute is affiliated to Hemchandracharya North Gujarat University, Patan. The institute follows the rules and resolutions of the University.

6.11 Activities and support from the Alumni Association

Alumnae's feedback is obtained by giving them questionnaire. Suggestions of alumnae are considered in policy making decisions.

Alumnae welcome the new entrants and provide them guidance.

Alumnae train the current sport students by providing them guidance to obtain various skills of judo and basketball.

6.12 Activities and support from the Parent – Teacher Association

Parents' suggestions are considered in policy making decisions.

Parents' consent is taken before arranging any off- campus activity.

Parents help the institution in arranging programmes out side the campus - during N.S.S. Camp.

6.13 Development programmes for support staff

Support staff is provided relevant training for the use of computers.

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

No Vehicle Day is observed on every first Monday of the month.

Teachers, administrative staff, all the students have suo motto taken the initiative to switch off all the electrical and electronic equipments when not in use.

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.

Focus on quality education
Online enrolment

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

Academic calendar of the institute was prepared in accordance with the university calendar.
Teaching plans were scheduled by the each faculty member.
Implementation of Class seminars, presentation and other educational activities
Star Batch for Advanced Learners
Block Placement Training.
Nutrition Week
Work shop on Anuvad Kala.
Extension Activities

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

Star Batch for Advanced Learners
Block Placement Training.

Annexure-3

7.4 Contribution to environmental awareness / protection

Expert lecture on conservation and protection of environment
No Vehicle Day on first Monday of every month
Workshop on eco- friendly colours
Tree plantation at Fatepura- neighbouring village

7.5 Whether environmental audit was conducted? Yes No

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

Strengths:

Supportive Management

Representation of a college management secretary in the Executive Council of the University

Representation of a faculty member as a Senate Member in the University

Representation of a student as a member of Students Welfare Committee of the University

Representation of a student as a member of Board of Sports of the University

Five faculty members are members of the Board of Studies

Head of the Psychology Department is a co-ordinator of M.Phil. Centre of our University. He provided guidance to five M.Phil. students to write dissertation.

Results of the college are higher than that of the results of University.

Fifteen faculty members are Ph.D.

Four faculty members are pursuing Ph.D.

Two faculty members submitted their thesis for Ph.D.

Six faculty members are pursuing UGC funded Minor Research Projects.

Six faculty members are Ph.D. guides.

Two scholars were awarded Ph.D. degree under the guidance of Head of the Psychology Department

Faculty members have thirteen Ph.D. scholars pursuing Ph.D. under their guide ship.

Head of the Psychology Department is a Co-ordinator of M.Phil. Centre of our University. He provided guidance to five M.Phil. students to write dissertation.

Publications of faculty members in reputed journals

Faculty members present research papers at state/national/ international level seminars/ conferences.

Syllabus has been integrated with computer studies at U.G and P.G level.

Library uses SOUL.

The N.S.S. programmes are exclusively designed for extra mural education and enrichment of students to make them conscious of social responsibilities and citizenship role. Extension Education Department also promotes social sensitiveness among students.

Strong sport culture- students participate actively in sports and bring laurels to the institute. The college obtained first position in Inter- Collegiate Tournament of Basket-ball, Judo, Wrestling, second position in Cricket, Volley-ball and Net-ball. The college obtained Girls Teams Games Championship Award for sports by the University.

Weaknesses:

Weak linguistic and communicative skills take away greater part of first semester in identifying and grooming the inherent skills of the incumbent students.

Limitation of girl students belonged to rural-backward area and community.

Opportunities:

Passionate teachers with research aptitude can promote research culture among students.

Promoting the sense of social responsibility and instilling the national spirit among the students can bring about an improvement in the social set up of the area.

Threats:

Early marriage of students in this region is a major constraint.

Being girl students they can not able to expose themselves beyond the territory.

Self- financed colleges and their mode of work.

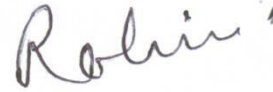
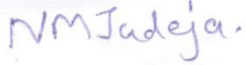
Government policy does not sanction new posts for administrative office.

8. Plans of institution for next year

- * Give impetus to learner centric approach in teaching learning.
- *Encourage students to participate in curricular and co-curricular activities both in the college and in other institutes.
- *Encourage research aptitude in students.
- * To create proficiency in spoken English.
- *To organize Inter Collegiate Sports Tournaments.
- *To organize Sanskrit Sambhashan Varga.
- * To organize work shop on Anuvad Kala.
- * To organize Star Batch for Advanced Learners
- * Block Placement Training
- * To organize programmes on career opportunities
- * To organize Inter- Disciplinary Lectures

Name: Dr. Nanda M. Jadeja

Name: Dr. Rohini H. Bhatt (Incharge Prin.)



Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Academic Calendar (2014-15)

<u>June: 2014</u>
➤ Admission Process
➤ Orientation Programme
➤ Prayer Practice
➤ Teaching Work
<u>July: 2014</u>
➤ Teaching Work
➤ Practical Work
➤ Celebration of Guru Purnima
➤ Thalessemia Test
➤ Team Selection for Sports
➤ Selection of N.S.S. Volunteers
➤ Selection of Saptadhara Participants
➤ Sports Practice: Badminton, Swimming.
<u>August: 2014</u>
➤ Teaching Work
➤ Practical Work
➤ Patriotic Songs Competition.
➤ Celebration of Raksha Bandhan
➤ Expert Lectures
➤ Workshop on Jyotish and Hastarekha.
➤ Celebration of Independence Day
➤ Essay Writing Competition
➤ Sports Practice, Basket Ball, Cricket
➤ Sanskrit Sambhashan Varg
➤ Block Placement Training

<u>September: 2014</u>
➤ Teaching Work
➤ Practical Work
➤ Celebration of Teachers' Day
➤ Celebration of Nutrition Week.
➤ Celebration of Hindi Day.
➤ Quiz Competition
➤ Essay Competition
➤ Poetry Recitation Competition
➤ Workshop on Anuvad Kala
➤ Sports Practice: Judo and Wrestling
<u>October: 2014</u>
➤ Teaching Work
➤ Psychological Tests
➤ Celebration of Gandhi Jayanti
➤ Celebration of Navratri Festival
➤ Submission of Assignments
➤ Seminar Presentation
➤ Internal Examination
➤ Assessment
➤ Diwali Vacation: 22-10-2014 to 11-11-2014.
<u>November: 2014</u>
➤ Teaching Work
➤ Communal Harmony Campaign
➤ Sports Practice: Volley Ball and Net Ball
➤ Examination of University
<u>December: 2014</u>
➤ Teaching Work
➤ Practical Work
➤ Tournament of Wrestling

<u>January: 2015</u>
➤ Celebration of New Year Day
➤ Teaching Work
➤ Practical Work
➤ Tournament of Judo
➤ Star Batch for Advanced Learners
➤ N.S.S. Camp
➤ Workshop on Fabric Painting
➤ Republic Day Celebration
<u>February: 2015</u>
➤ Teaching Work
➤ Practical Work
➤ Submission of Assignments
➤ Seminar Presentation
➤ Psychological Tests
<u>March: 2015</u>
➤ Teaching Work
➤ Practical Work
➤ Annual Function and Prize Distribution
➤ Guidance for Placement Opportunities
➤ Internal Examination
<u>April: 2015</u>
➤ Academic Guidance to Students
➤ Examination of University
➤ Assessment
➤ Summer Vacation 27-4-15 to 14-6-15

Analysis of Feedback:

The institute obtains feedback from the students, alumnae and parents. Feedback is obtained by giving them questionnaire.

The analysis given below is on the basis of the received feedback about faculty members from the students for the academic year-2014-15.

Name	Q-1	Q-2	Q-3	Q-4	Q-5	Q-6	Q-7	Q-8	Q-9	Q-10	Total
R.H. B.	9.80	9.80	9.93	9.70	9.76	9.86	9.93	9.83	9.73	9.70	98.04
N.D.P.	10	8.53	9.90	10	9.80	9.40	10	9.90	8.40	9.50	95.43
R.K.S.	9.86	9.40	9.73	9.70	9.73	9.70	9.83	9.46	9.26	9.03	95.7
A.S.K.	8.80	8.86	9	8.46	9.13	8.70	9.30	8.56	8.63	8.86	88.3
N.M.J.	9.50	9.23	9	9.26	9.30	9.30	9	9.06	9.03	8.46	91.14
M.P.M.	9.66	9.30	10	9.40	9.76	9.73	9.66	8.80	8.80	9.40	94.51
K.M.B.	10	9.30	8.93	9.23	9.33	9.06	8.93	8.30	9	8.93	90.01
G.M.C.	9.60	9.80	8.80	9.66	9.93	10	9.86	9	9.80	8.96	95.41
S.K.S.	8.20	8.23	8.40	7.93	8.10	7.90	8.56	7.96	8.46	7.96	81.7
A.C.T.	9.53	9.73	9.13	9.83	9.07	9.77	9.06	9.53	7.77	8.09	91.51
A.M.S.	9.80	9.50	9.66	9.76	9.86	9.63	9.53	9.50	9.70	9.43	96.37
H.M.C.	9.70	9.16	8.10	8.96	9	9.10	8.10	7.66	8.90	8.90	87.58
A.L.S.	9.86	9.73	9.99	8.86	10	10	10	9.46	9.73	9.46	97.09
V.H.P.	9.60	8.80	8.73	9.06	9.60	9.53	9.53	9.06	8.80	8.40	91.11
V.J.M.	9.80	8.80	8.63	9.20	9.73	9.67	9.60	8.37	8.70	8.34	90.84
J.M.C.	9.80	8.80	9.13	9.40	9.8	9.73	9.23	8.47	8.17	8.47	91
S.R.P.	9.33	8.33	9.20	9.33	9.40	9.23	9.33	8.53	7.80	8.06	88.54
H.J.P.	8.96	9.01	8.86	8.93	8.93	9.05	9.01	8.86	8.87	8.96	89.44
A.B.M.	8.52	8.50	8.52	8.54	8.54	8.54	8.52	8.30	8.42	8.49	84.89
P.U.S.	8.91	8.87	8.91	8.83	8.91	8.89	8.87	8.76	8.75	8.80	88.5
N.P.C.	8.34	8.39	8.37	8.37	8.42	8.45	8.29	8.25	8.21	8.33	83.42
	94.08	90.51	90.91	91.62	93.38	92.97	92.45	88.39	88.06	87.87	90.97

The above table shows that the students have positive attitude towards in charge principal and faculty members. The average of total scores obtained is 90.97% which shows higher level of students' satisfaction.

Best Practice: 1**BLOCK PLACEMENT TRAINING****1. Title of the Practice: BLOCK PLACEMENT TRAINING****2. Goal:**

Faculty members of Human Development Department of Home Science have been conducting Block Placement Training Programme since 2004. This Programme is concerned with early childhood care and education (ECCEHSHD-102). This programme is the part of curriculum of M.Sc. Home Science. The following are the objective of the training.

- To provide platform to the students to become teachers from students
- To acquaint the students about overall systemic development of the children
- To reduce stage fear of the students
- To develop integrating theory and practice in students
- To cultivate active involvement of the students to serve community
- To inspire and ignite young minds with creative thinking and innovative ideas that would help them to succeed in their future career

3. The Context:

The faculty members have recognized the need and importance of preschool education-nursery and kindergarten all over the world. The child acquires most of his personal and social habit before the age of six. Early years of the child are plastic and impressionable. It is during these years that the bases for later development are laid. Recent development in the field of Psychology has focused the attention of the society on the needs of children during the impressionable years. Early childhood education helps the children in the formation of healthy personal and social value system. In a nursery school, the child not only gets the opportunity of playing with other children but also develop other social skills such as fellow-feeling, co-operation, healthy competition, identification and qualities of leadership. Students of Human Development Department impart their knowledge and skills through the medium of the training. The training provides opportunities to our students to deal with children.

4. The Practice:

Every year students of Human Development Group (M.Sc.Sem-I) are sent to the various pre-schools of Mehsana city. The faculty members of the Department get permission of the principals of various schools for block placement training to our students in their schools. They plan their teaching programme and work accordingly. They try to develop in the children basic motor behaviours such as climbing steps, jumping, sliding, swimming,

balancing, blowing bubbles, and walking straight and on wavy lines, building blocks, working with puzzles and by playing with sand. The children are encouraged to observe a daily schedule of activities that might develop such physical behaviors as health and hygiene habits. Group songs, group games and projects are organized to develop trustful attitude to other children and adults. Short story is a powerful medium through which self- control and restrain are built. The children are encouraged to narrate short stories they have told by the teachers or parents. Curiosity of children is satisfied by explaining to them the kinds of seasons and weathers that we have in our country, proprieties of water collections of natural things such as plants, flowers, birds, insects, colours of rainbow etc.

5. Evidence of Success:

The principals of preschools come to know about the innovative aspects and training provided by our students to the children of their institutes. They invite our students on events of their institutes. They also offer job opportunities to our students. Many alumnae of our college have become teachers in pre- school education centers.

6. Problems Encountered and Resources Required:

Sometimes principals of the pre- school education centers do not know the concept of the Block placement Training. So they do not give permission. When they come to know about the innovative aspects of this training they extend their support in best possible manners. The students of the Human Development Department use various teaching aids. They prepare charts, play material. Various natural objects like fruits, vegetables are shown to children to acquaint them with their names.

Best Practice: 2

Star Batch for Advanced Learners

(1) Title of the practice: Star Batch for Advanced Learners

(2) Goal:

History tells us that the progress of human race is the outcome of learning and knowledge or education. Teaching, learning and evaluation are the core activities of any educational institutes. In the age of globalization English is seen as a language of opportunities. Ofcourse, it helps people tremendously in all walks of life. Since final year at under graduate level is a career oriented year we have started Merit Coaching Classes (Star Batch for Advanced Learners) from the academic year 2009-10 in English Compulsory in accordance with the following goals.

- (1) To help them improve their proficiency in English language.
- (2) To provide guidance to students in the areas of study habits and help them to be more focused by assisting them to set academic targets for the current year-upper-end result at the University examination.
- (3) To strengthen the bonds of appreciation and affection that exists between teaching staff and students.

(3)The Context:

In a large class it is difficult to pay attention to very intelligent students, so merit coaching classes should be conducted in the month of January or February. The context behind Merit Coaching Classes has some important objectives viz. raising the level of students' performance at the University examination, catering to the special needs of the brighter students in the class and giving them an idea of the techniques/methods that might fetch them crucial marks.

(4) The practice:

The practice makes room for faculty members to voluntarily conduct classes and provide guidance to the brilliant students. Faculty members from the Department of English have designed the programme. The faculty members identify a target group of 30 students through their academic performance at internal examination from various departments. The list of selected students is notified and initially an orientation programme is conducted for the students. They are made aware of the necessity of this special batch.

The faculty members provide guidance regarding how to follow structures of grammar while solving exercises based on various topics of grammar. The faculty members provide information regarding what points to add so as to earn extra marks for textual questions. The students are encouraged to solve a series of exercises in the classroom for home assignments, whose aim is to cause the students to absorb the structure thoroughly, or, to put it another way, to transfer what they know from short term to long term memory. The faculty members give an idea of the frequently asked questions and the different ways in which the same question may be worded. Common misinterpretations/misunderstandings of questions are discussed.

Question papers of previous University examination are solved in the classroom. The faculty members provide guidance regarding how to frame answers in a reader-friendly manner. The students identified for merit coaching class get two additional cards from the library of the college

(5) Evidence of Success:

- There is increased rapport and relationship between The faculty members and the students.
- The practice improves the student's performance. Merit coaching classes yield result in the form of a large number of distinctions, first classes.

(5) Resources Required:

- 1) Ensure the support of the management and the faculty members
- 2) Formulate the strategy to introduce new system for the quality assurance of learning resources and students' support.
- 3) Stipulation of schedule for the work. Since our faculty members are dedicated we do not face any problems.

Contact details

Name of the Incharge Principal: Dr. R. H. Bhatt

Name of the Institution: Smt. A.S. Chaudhary Mahila Arts and Home Science College, Mehsana

City: Mehsana-384001

Accredited Status: B

Work Phone: 02762-241274 **Fax:** 02762-245355

Email: sascmahc@gmail.com **Website:** www.sascmc.org