The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

1.1	Name of the Institution	Sardar Gunj Mercantile Co-op Bank Limited (Anand) English Medium College of Commerce and Management
1.2	Address Line 1	Opp.Shastri Maidan
	Address Line 2	Nr.Sardar Patel University
	City/Town	Vallabh Vidyanagar
	State	Gujarat
	Pin Code	388120
	Institution E-mail address	naac@semcom.ac.in
	Contact Nos.	+91-2692-235624
	Name of the Head of the Institution:	Dr Nikhil Zaveri
	Tel. No. with STD Code:	+91-2692-231811
	Mobile:	+91-93750-12584
	Name of the IQAC Co-ordinator:	Dr. Kamini Shah
		Dr. Nehal Daulatjada
	Mobile:	+91-98252-71629
		+91-98251-67484
	IQAC e-mail address:	naac@semcom.ac.in
		kshah@semcom.ac.in
		ndaulatjada@semcom.ac.in
1.3	NAAC Track ID	EC(SC)/09/A & A/17.2 dated 14-09-2015
1.4	NAAC Executive Committee No. & Date:	EC(SC)/09/A & A/17.2 dated 14-09-2015
1.5	Website address:	http://www.semcom.ac.in
	Web-link of the AQAR:	http://www.semcom.ac.in/inner.asp?load=naac

1.6   Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	A	3.18	Dec 2009	Dec 2014
2	2nd Cycle	A	3.01	Sep 2015	Sep 2020
3	3rd Cycle				
4	4th Cycle				

1.7   Date of Establishment of IQAC: DD/MM/YYYY   31 / 12 / 2005

1.8   AQAR for the year *(for example 2010-11)*   2015-16

1.9   Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

   i.   AQAR **JUN 2014 – MAY 2015 submitted on 04-08-2015**

1.10   Institutional Status

   University   State

   Affiliated College   Yes

   Constituent College   No

   Autonomous college of UGC   No

   Regulatory Agency approved Institution No

   Type of Institution   Co-education

                                               Rural

   Financial Status   UGC 2(f), UGC 12B

                                               Totally Self-financing

1.11	Type of Faculty/Programme	Science, Commerce, Management
1.12	Name of the Affiliating University	SARDAR PATEL UNIVERSITY
1.13	Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc	Self-Financing

2. IQAC Composition and Activities

2.1	No. of Teachers	18
2.2	No. of Administrative/Technical staff	05
2.3	No. of students	03
2.4	No. of Management representatives	03
2.5	No. of Alumni	02
2.6	No. of any other stakeholder and community representatives	04
2.7	No. of Employers/ Industrialists	03
2.8	No. of other External Experts	04
2.9	Total No. of members	42
2.10	No. of IQAC meetings held	05
2.11	No. of meetings with various stakeholders:	

Faculty:	15
Non-Teaching Staff:	06
Alumni:	02
Students:	07

| 2.12 | Has IQAC received any funding from UGC during the | No |

year?

2.13 Seminars and Conferences

(only quality related)

  i. No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC Total:

  ii. Themes:

2.14 Significant Activities and contributions made by IQAC

- Preparing the Academic Planner
- Preparation of teacher-wise workload and allocation of subjects
- ISO Internal and Surveillance Audits
- National Seminar on '**Emerging Business Challenges: Ideas & Solutions**'
- IT based education infrastructure : Project Bluebook and Voniz
- Publication of Research journal : SEMCOM Management and Technical Review
- DELNET and INFLIBNET/NLIST subscription
- IT Hardware and Software upgradation
- Student Feedback
- Internal Peer feedback
- Academic Audit points for each faculty

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

(Annexure-1 Academic Calendar 2015-16)

Plan of Action	Achievements
Preparation of Academic Calendar	Academic Calendar monitored and largely it has been following with minimum changes.
To organize seminar and research paper contest	Management sponsored seminar and research paper contest.
To prepare Academic Audit points for each faculty	Academic Audit points calculated for each faculty and submitted to management.
To prepare Teaching plans for each faculty	Subject-wise teaching plans prepared by each faculty at the beginning of each term
To publish research journal	Timely publication of International bi-annual

		peer reviewed research journal 'SEMCOM Manangement and Technical Review' with ISSN
	ICT based teaching	Teaching Thru' TAB and VONIZ-an online educational ERP implemented
	Admission Counselling	Counselling carried out by faculty members.
	To conduct Green audit	Audit conducted and Green audit cell created.
	To encourage faculty for research	Four minor research project proposals submitted, one seminar organized by the institute, 14 number of research papers presented/published
	To create awareness about expert medical assistance	Workshops organized by Women Cell for girl students on various health issues.
2.15	**Whether the AQAR was placed in statutory body**	Yes – Management
	Provide the details of the action taken	Yes it was discussed and approved.

Part – B
Criterion – 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	01	-	01	-
UG	04	-	04	-
PG Diploma	-	-	-	-
Advanced Diploma	01	-	01	-
Diploma	04	-	04	04
Certificate	02	-	02	-
Others	-	-	-	-
Total	**12**	**-**	**12**	**04**

Inter-disciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	**05**
Trimester	-
Annual	-

1.3 Feedback from stakeholders *(Annexure -2)*

Alumni – Yes   Parent – Yes   Employers – Yes   Students – Yes

Mode of feedback: Manual

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

BBA-ITM Sem-I & II syllabus updation implemented to introduce elective options for Management as well as IT subjects at the University level to make the course in line with the Global Industry requirement and enhancing quality.

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

Following new departments have been created:
1. Accounting and Finance
2. Marketing Management
3. Human Resource Management
4. Information Technology
5. E-Commerce and Law
6. English and Business Communication
7. Economics and Quantitative Techniques

Criterion – II
2. Teaching, Learning and Evaluation

2.1 Total No. of Permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
37	27	01	01	08

2.2 No. of permanent faculty with Ph.D. 16 (Sixteen)

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		04	

2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest Faculty	Visiting Faculty	Temporary Faculty
72	03	07

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	9	34	2
Presented	10	29	1
Resource Persons	-	2	2

2.6 Innovative processes adopted by the institution in Teaching and Learning:
➢ New assignment policy has been formulated for the benefit of the students.
➢ The bluebook software has been updated.

2.7 Total No. of actual teaching days during this academic year   201

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

Open Book assignment test policy modified

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

Board of Study	Faculty	Curriculum Development workshop
10	11	

2.10 Average percentage of attendance of students   81.5 %

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Overall result (%)
M.Eb.	51	86%	14%	-	-	100%
BBA (Hons.) ITM	56	53.57%	21.43%	21.43%	-	96.43%
BCA	39	28.21%	33.33%	33.33%	-	94.87%
BBA	63	17.46%	55.55%	17.46%	-	90.47%
BCOM	80	23.75%	36.25%	28.75%	-	88.75%

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

- Subject allocation to each faculty, suggesting new recruitment requirements to the management for the next academic year
- Preparation of Course plan, Logbook, Gap analysis of each teacher subject-wise and course completion report
- Feedbacks from Students, Peer feedback, Parents' feedback, Employer's feedback
- Various policies like Assignment, Leave, Examination, Attendance, Gracing are prepared
- Conducting assignment tests and Internal examination
- Use of Impartus for video recording of lectures, and same are made available to students on their registered device
- Training to faculty for ICT use
- VONIZ-an online educational ERP is a unique innovative initiative that has brought about a paradigm shift in the student-institute interface through ICT

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	32
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	6
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	8	0	0	0
Technical Staff	3	0	0	0

Criterion – III
3. Research, Consultancy and Extension

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

- Two National seminars were organised in the college
    - National seminar on the theme "Quality Footprints – Sustainable Development of Higher Education Institutions"
    - Management Conclave consisting of Seminar on E-Business, Best Business Idea Competition, Admaking contest, Faculty Paper Presentation contest, TechnoFest.
- Three proposals were submitted to UGC for minor research project last year.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Not eligible being a Self-Finance college			
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted	Proposal Submitted
Number				1	4
Outlay in Rs. Lakhs					

3.4 Details on research publications

	International	National	Others
Peer Review Journals	26	6	NA
Non-Peer Review Journals	NA	NA	1
e-Journals	NA	NA	NA
Conference proceedings	NA	5	NA
E-Newsletter with ISSN	NA	41	NA

3.5 Details on Impact factor of publications:

Average: NIL

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations - None

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   NIL

With ISBN No.	Chapters in Edited Books	Without ISBN No.

3.8 No. of University Departments receiving funds from

None

3.9 For colleges

None

3.10 Revenue generated through consultancy

None

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		2			
Sponsoring agencies		Our Management			

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

3 (Three)

3.13 No. of collaborations

International	National	Any other
1	1	1

3.14 No. of linkages created during this year

None

3.15 Total budget for research for current year in lakhs

From Funding agency	From Management of University/College	Total
	₹ 10,40,838/-	₹ 10,40,838/-

3.16 No. of patents received this year

None

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
	1	1				

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

Ph.D Guides	Students Registered
7	11

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

1 (one)

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

None

3.21 No. of students Participated in NSS events:

State Level – 853

3.22 No. of students participated in NCC events:

International Level – 1 (one)

3.23 No. of Awards won in NSS:

None

3.24 No. of Awards won in NCC:

None

3.25 No. of Extension activities organized

5 (five)

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

Activity Date	Activity	Participants	Associates	Place
06.08.15	Blood Donation Camp	75 Bottles of Blood collected (90 students)	Red Cross, Anand	SEMCOM
07.08.15	Tree Plantation	More than 75 Students 04 faculties,500 saplings were planted	Village Panchayat	Villages Dharmaj and Kasor,Dist Anand
19.08.15 & 20.08.15	Medical check up	All First Year Students (283 students)	Krishna Hospital, Karamsad	SEMCOM
20.08.15	Thalassemia Test	All Final Year Students(270 students)	Red Cross, Ahmedabad	SEMCOM
07.01.16	Red Ribbon Club (AIDS Awareness Programme)	Approx.20 Students participated in Poster making Activity regarding Aids awareness, anti-smoking & Drug abuse	Red Cross, Ahmedabad	SEMCOM
27.01.16	Blood Donation Camp	106 Bottles of Blood collected (115 students)	Red Cross, Anand	SEMCOM

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund
Campus area	0.51 acres	0	-
Class rooms	20	0	-
Laboratories	3	0	-
Seminar Halls	1	0	-
No. of important equipments purchased (≥ 1-0 lakh) during the current year. (BlueBook Network)	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-
Others (Library Software)	-	-	-

4.2 Computerization of administration and library

Administration: 90%
Library: 100%

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	4986	₹15,30,316	45	₹30,377	5031	₹1,560,693
Reference Books	5832	₹22,25,908.74	21	₹16,148	5853	₹2,242,057
e-Books						
Journals	418	₹10,62,273	59	₹1,84,436	477	₹1,246,709
e-Journals	70	₹1,13,600	13	₹27,984	83	₹141,584
Digital Database						
CD & Video	234	₹4,42,860	0	₹0	234	₹4,42,860
Others (Delnet, Soul)	6	₹359,500	2	₹72,225	8	₹431,725

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments (Staff room)	Others (TAB)
Existing	240	3	240	0	0	5	17	100
Added	0	0	0	0	0	0	0	0
Total	240	3	240	0	0	5	0	100

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

- Teaching Thru' TAB – BlueBook for all

- Voniz – Online ERP for all

- Internal Result calculation software for faculty

4.6 Amount spent on maintenance in lakhs :

i.	ICT	₹ 13, 33, 506
ii.	Campus Infrastructure and facilities	₹ 29, 21, 941
iii.	Equipments	₹ 0
iv.	Others	₹ 8, 00, 000
	Total :	₹ 50, 55, 447

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The role of IQAC is planning various activities and preparing a mechanism for disseminating the information to the students through circulars, noticeboards, parents' teachers meeting, website and internal educational portal-VONIZ, prospectus and academic planner.

5.2 Efforts made by the institution for tracking the progression

1. Student Counselling
2. Alumni Meet is organized every year.
3. Alumni Database – NEEV is prepared every year.
4. Graduating Students' feedback is obtained.
5. Regular Result Analysis
6. Through Parents' Teachers' meeting

5.3   (a) Total Number of students

UG	PG	Ph. D.	Others
839	80	-	-

(b) No. of students outside the state

80 (Eighty)

(c) No. of international students

None

Men	No	%	Women	No	%
	643	70		276	30

Last Year (2014-15)					
General	SC	ST	OBC	Physically Challenged	Total
903	12	11	61	-	987
This Year (2015-16)					
General	SC	ST	OBC	Physically Challenged	Total
841	10	07	61	-	919

Demand ratio   1.13:1   **Dropout** 3.15 %

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

Personality Development Program, non-credit course on Career Counselling for final year students, Guest Talks and Workshop on Career counselling, CPT Guidance, Field visits.

No. of students beneficiaries   919

5.5 No. of students qualified in these examinations

Exam	No. of Participants
CMAT	28
IBPS	01
IELTS	27
TOEFL	01
IBSAT	01
MAT	03
CS	02
TISS	02
GMAT	05
GRE	02
SNAP	12
DAICT	03
CA	01
VITMEE	01
XAT	07
NMAT	03
MYCAT	02
MM	01
IBPES	02
PTE	01
TOTAL	**105**

5.6 Details of student counselling and career guidance

All students are provided career guidance through class counselling. Various programs and workshops for career guidance such as Add- On course on Career Counselling, Industrial visits, visit to EMRI, GSWAN, Practical training in industries.

Career counselling by Endeavour, workshop on Career 2 Corporate (Khyati Kharadi for Final year and MEB students), career counselling by Shikha Tanjorkar (Havish International)

No. of students benefitted   919

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**
31	46	46	5

5.8 Details of gender sensitization programmes

Three workshop for girls' students under Women Cell:

* "I am Proud to be Woman" by Dr. Rama Srivastava
* Aids Awareness Workshop by Dr. Neha Das
* "Demonstration on Incinerator' for girls' students.

5.9 Students Activities

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

State/ University level – 147

No. of students participated in cultural events

State/ University level – 10

National level – 4

International level - 1

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

Sports:

State/ University level – 14

Cultural: State/ University level – 17

National level – 9

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	2	₹ 1,31,080
Financial support from other sources	3	₹ 84,550
Number of students who received International/ National recognitions	4	₹ 57,500

5.11   Student organised / initiatives

Fairs :

State/ University level – 1

Exhibition :

State/ University level – 3

5.12   No. of social initiatives undertaken by the students   3 (three)

5.13 Major grievances of students (if any) redressed:

1. Fans and Speakers Repairing

2. Change in contract of Mobile Canteen

3. Ordering books on in the library on students' request

4. Availability of Doctor on Call

Criterion – VI
6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: To contribute to the societal enrichment through quality education, innovation and value augmentation.
Mission: To build up a competitive edge amongst the students by fostering a stimulating learning environment.

6.2 Does the Institution has a Management Information System

Yes, the college has MIS.

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

6.3.1 Curriculum Development

Initiated change in course structure of BBA ITM and actively involved in designing the structure and course curriculum for Semester I and Semester II of BBA ITM

6.3.2 Teaching and Learning

- Increased degree of use of Video recording by students and faculty members.

- Shift of User access of Impartus virtual campus from intranet to internet.

6.3.3 Examination and Evaluation

Assignments, Tutorials, Open-book Examination, Project Report, Presentation, Viva voce

6.3.4 Research and Development

- Organising Seminars

- Submission of minor research projects

- Publication of Bi-annual International Peer-reviewed Research Journal SEMCOM Management & Technology Review

- Publication of e-newsletter DRIVE containing research based articles

6.3.5 Library, ICT and physical infrastructure / instrumentation

ICT – E-resource, Tablet-bank, Physical infrastructure up gradation

6.3.6 Human Resource Management

Industrial exposure through national and international tour, FDP programmes, skills development, permission and duty leaves for orientation/refresher/seminars, Permission for higher, attending and presenting papers in various seminars, workshops, conferences, symposiums, etc., Faculty Research Contest, permission to deliver expert lectures and judge various events at various outside institutions

6.3.7 Faculty and Staff recruitment

UGC Guidelines, Command over English Language, Demo session, ICT Skills

6.3.8 Industry Interaction / Collaboration

Increased interaction of students and faculty with industry, guest lectures of resources persons and alumni from industry,, summer training competition, Industry visits, Educational tours

6.3.9 Admission of Students

Single window facility, One to one counselling, ICT Enabled admission process

6.4 Welfare schemes for

Teaching	4
Non-teaching	4
Students	4

6.5 Total corpus fund generated

₹ 48,37,690

6.6 Whether annual financial audit has been done

Yes

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	YES	ISOQAR	YES	IQAC
Administrative	YES	ISOQAR	YES	Management

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

For UG Programmes: No

For PG Programmes: No

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

Exam reform unit instituted by SP University. Inputs by faculty member of the college who are representing at various board of studies at S P University

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

University does not have any such permission

6.11 Activities and support from the Alumni Association

Alumni meet every year, Co-curricular activity help, placement support, publicity support, Industry visit, Expert Talk, Scholarships

6.12 Activities and support from the Parent – Teacher Association

Infrastructure support, placement support, permission for industrial visit, Book Worm club

6.13 Development programmes for support staff

Permission and duty leave for attending workshop and training program, necessary guidance for performing their duties by the head of the institution and management

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

Using dustbins appropriately, saving electricity by turning off when not in use, using paper dishes by canteen, turning off taps of water when not in use, Poster-making using waste material, Decoration using recyclable material, Best-out-of-waste competition, Liter of Light-illuminating houses deprived of electricity in villages with the help of sunlight, Organizing Green Business and Technology fair, Continuous orientation of staff and students for judicious use of water and paper, use of eco-friendly incinerator in ladies room

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.

- Creation of a Value Corner in Library for encouraging the students towards Spiritual and Motivational readings.
- Created Tablet Bank in Library for the students, whereby they can refer videos of such class room lectures which they have not attended.
- Yoga SWOT activity was initiated by the college, TWICE in a week for the students and faculty members, as a part of celebration of International Yoga Day event.
- College took initiative in introducing "Kites and Bites Festival", first of its kind, among all the colleges of S.P.University.
- "Rangmanch" event was organized for bringing out the theatrical talents of the students.

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

All actions taken as per the academic planner decided at the beginning of the academic year in the IQAC meeting.

7.3 Give two Best Practices of the institution

1) Placement
2) Experiential Learning

(Annexure - 3)

7.4 Contribution to environmental awareness / protection

- Tree plantation Day
- Green Business and Technology Fair
- Use of recycled and used material like clothes, jute material, and flex material etc. for decoration purpose.
- Profile of students has been digitized in order to curtail the usage of stationary.
- Took initiative for replacing physical distribution of study material with digitized form of study material
- Introduced practice of using single side rough pages for printing for various inhouse communications.
- Environmental Audit 2015-2016 conducted by Environmental Management System (EMS) which is developed on the basis of guidelines on Environmental Audit developed by Institute of Chartered Accountancy of India (ICAI), Delhi for conducting Green Audit on Four major areas: 1) Energy, 2) Environment, 3) Housekeeping, and 4) Garden.
- Herbal corner created for awareness of various ayurvedic medicinal plants.

- An incinerator has been kept in the girls common room, which can take care to dispose of the sanitary napkins.

7.5 Whether environmental audit was conducted?

Yes

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

1) College was conferred with **Digital Champion Award 2016** by MTC Global Award for Excellence 2016.
2) College received "A" Grade from NAAC in the 2nd Cycle.
3) More than 50% of faculty members are Ph.D. holders out of which 7 faculty members are Ph.D. guides.
4) THREE faculty members submitted their Ph.D. thesis, out of which TWO faculty members were successfully awarded Ph.D. Degree from S.P.University during this academic year.
5) One of our faculty member successfully completed his Minor research project and submitted the report to UGC.
6) Digitized form of study material.
7) One of our faculty member Dr. Kamini Shah, received Best Paper Award for her research paper at International conference on Women in Science & Technology.
8) Android based mobile app for Faculty members for attendance and referring lectures.
9) Android based mobile app for students for referring class lectures.

STRENGTH	WEAKNESS
- Institute has strong ICT based teaching and learning mechanism. - Skill based Diploma Programs. - Social and Environmental friendly practices. - Active Students' council	- Inability to access the Government grants. - Long gestation time for introducing new courses. - Despite good number of doctoral research guides in the area of Commerce & Management, the institute do not have separate doctoral research center. - Inability to undertake Major Research Projects due to government norms.
OPPORTUNITY	THREATS
- Corporate training and placement - Research and Consultancy. - Industry-academia Linkage.	- Inability to increase fees to cover cost adequately due to rising competition and cost of living. - Frequent changes in academic norms by the university.

8. Plans of institution for next year

1. Implementing new syllabuses for BBA-ITM Sem-III & IV.

2. Master of E-Business syllabus revision to be undertaken.

3. Access Impartus Video lectures for editing and publishing from anywhere for faculty.

4. Use of mass messaging application using Teno for both Parents and Students.

5. Upgradation of computer hardware and software in all labs.

6. Encouraging teachers for consultancy assignment.

7. Exploring opportunity for funds from Alumni for scholarships.

8. Change in Nomenclature of Master of E-Business course as per UGC guidelines.

9. To apply for Startup Incubation Center to Governement of Gujarat.

10. To apply for NIRF as per UGC guidelines.

11. To get our research journal indexed and apply for Publication Impact Factor for the Journal.

12. Creation of Android based mobile app for college.

Name   Dr.Kamini Shah   **Name**   Dr.Nikhil Zaveri
Dr.Waheeda Thomas
Dr.Nehal Daulatjada

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

ANNEXURES:

Annexure – I: Academic Calendar of the year 2015-16

Annexure – II: Feedback from Stakeholders

Annexure – III: Best Practices