The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

1.1 Name of the Institution

Smt. R. M. Prajapati Arts College, Satlsana

1.2 Address Line 1

Ambaji Highway, At.Ta.Satlasana

Address Line 2

Dist.Mehsana

City/Town

Satlasana

State

Gujarat

Pin Code

384330

Institution e-mail address

artscollegesatlasana@gmail.com

Contact Nos.

02761-253540

Name of the Head of the Institution:

Dr.Jayesh N. Barot

Tel. No. with STD Code:

02761 - 259233

Mobile:

09426362329

Name of the IQAC Co-ordinator:

Dr.Bharat S. Patel

Mobile:

09427531934

IQAC e-mail address:

iqacsatlasanacollege@gmail.com

1.3 **NAAC Track ID**

GJCOGN13855

1.4 **NAAC Executive Committee No. & Date:**

EC(SC)/04/RAR/34 dated 10-12-2014

1.5 Website address:

www.rmpartscollegesatlasana.org

Web-link of the AQAR:

www.rmpartscollegesatlasana.org/AQAR2015-16.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	2.51	2008-09	June- 2014
2	2nd Cycle	B	2.79	2014-15	Dec.- 2019
3	3rd Cycle	-	-	-	-
4	4th Cycle	-	-	-	-

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

25/06/2009

1.8 AQAR for the year

2015-16

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

   i. AQAR 2009 - 10 Submitted to NAAC on **18/05/2010** (DD/MM/YYYY)4
   ii. AQAR 2010 - 14 Submitted to NAAC on **06/07/2011** (DD/MM/YYYY)
  iii. AQAR 2011 - 12 Submitted to NAAC on **14/07/2012** (DD/MM/YYYY)
  iv. AQAR 2012 - 13 Submitted to NAAC on **09/07/2013** (DD/MM/YYYY)
   v. AQAR 2013-14 Submitted to NAAC on **31/07/2014** (DD/MM/YYYY)
  vi. AQAR 2014-15 Submitted to NAAC on 0**3/09/2015** (DD/MM/YYYY)

1.10 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 [ ]

1.11 Type of Faculty/Programme

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

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

   Others   (Specify)   [.   -   ]

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

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence | | UGC-CPE | √ |

DST Star Scheme | | UGC-CE | |

UGC-Special Assistance Programme | | DST-FIST | |

UGC-Innovative PG programmes | | Any other (*Specify*) | |

UGC-COP Programmes | √ |

2. IQAC Composition and Activities

2.1 No. of Teachers	7
2.2 No. of Administrative/Technical staff	2
2.3 No. of students	1
2.4 No. of Management representatives	1
2.5 No. of Alumni	1
2. 6 No. of any other stakeholder and community representatives	1
2.7 No. of Employers/ Industrialists	1
2.8 No. of other External Experts	1
2.9 Total No. of members	15

2.10 No. of IQAC meetings held   : 02

2.11 No. of meetings with various stakeholders: No. | 2 | Faculty | 2 |

 Non-Teaching Staff Students | 2 | Alumni | 2 | Others | 2 |

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

 If yes, mention the amount | - |

2.13 Seminars and Conferences (only quality related)

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

 Total Nos. | 0 | International | | National | - | State | - | Institution Level | - |

 (ii) Themes | - |

2.14 Significant Activities and contributions made by IQAC

> - Planning and implementation of academic yearly calendar, creation of learning atmosphere
>
> - Monitoring and evaluation of Quality of Education and implementation
>
> - Yearly planning of co-curricular and extracurricular activities and their implementation
>
> - Preparation/documentation of AQAR and other activities
>
> - Enhancing maximum participation of girl students in all activities

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
In the beginning of the new academic year, the analyses of the results of the semesters is done and details are collected	On the basis of the analyses, weak sections are found out and the teachers are informed regarding it for necessary steps.
Discussion regarding change syllabus in different subjects is done.	Related teachers are informed regarding change in syllabus in the beginning of new academic year.
List of subject wise books to be purchased is prepared and submitted to the librarian. List of subject expert is also prepared in consultation with department HODs.	The librarian places the order of the new books. Subject wise Guest Lectures are organised according to schedule.
Formation / co-ordination of diff. committees and work allocation. Academic Calendar is also prepared in the beginning of new year.	The co-ordinators of different committees are given the responsibilities of the committee for the academic year. List of activities to be done is prepared and discussed. Activities according to Academic calendar are done.

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   Yes [√]   No [ ]

Management [√]   Syndicate [ ]   Any other body [ ]

Provide the details of the action taken

- Yes, in the first meeting with management, the AQAR has been submitted, discussed and the management has given promise to satisfy the needs of the institution mentioned in AQAR.

- This year, on the basis of the previous demand by the institution, separate library building was prepared by the management and now fully functional library has been started in well furnished new building.

- Other infrastructural needs were also satisfied

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	05	-	05	-
UG	05	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	07	-	-	-
Others	-	-	-	-
Total	17	-	05	-

Interdisciplinary	-	-	-	-
Innovative	01	-	-	01

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

Pattern	Number of programmes
Semester	10
Trimester	-
Annual	-

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

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

Please provide an analysis of the feedback in the Annexure

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

Update/revision of syllabi is done regularly in all subjects by uni. Core team

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

NO

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
14	03	11	00	-

2.2 No. of permanent faculty with Ph.D.   10

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
00	00	00	00	00	00	07	02	07	02

2.4 No. of Guest and Visiting faculty and Temporary faculty   8   4   0

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	06	01
Presented papers	01	06	01
Resource Persons	00	00	00

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

- Use of ICT in classroom teaching-learning
- Extra Coaching
- Co-curricular and extra-curricular activities

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

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

2.9 No. of faculty members involved in curriculum
     restructuring/revision/syllabus development   1   1   2
     as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students   80 %

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.Sem. VI	540	3.14%	33.70%	31.66%	-	-
M.A.Sem. IV	197	29.44%	44.67%	13.19%	-	%

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

- Surprise classroom visit

- Guidance regarding use of ICT in the classroom teaching-learning

- Feed back analyses, result, discussion with teachers regarding weak areas

- Helps in academic planning / implementation

- Recommends related Books / Reference Books / ICT etc.

- Book review and Assignments

- Weekly tests and project work

- Planning and implementation of weekly test, internal exam

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	-
UGC – Faculty Improvement Programme	5
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	4
Summer / Winter schools, Workshops, etc.	6
Others : Seminars / Conference	70

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	06	0	04
Technical Staff	-	-	-	01

Criterion – III

3. Research, Consultancy and Extension

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

- Insuring the proper and maximum use of Research Centre and department wise library books and other resources for research by the faculty and students
- Recommendation for latest reference books as well as online and offline resources
- Encouragement to faculty and students for minor/major research work
- Publication of Research works with ISBN/ISSN by the institution
- Incentive to the faculty and students for research publication during the annual day Celebration
- Ensuring faculty/students maximum participation in research related workshops/ seminars etc

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	-	-	-	1
Outlay in Rs. Lakhs	-	-	-	70,000

3.4   Details on research publications

	International	National	Others
Peer Review Journals	3	3	02
Non-Peer Review Journals	4	6	18
e-Journals	-	-	-
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	-	90,000	70,000
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total	2	UGC	90,000	70,000

3.7 No. of books published   i) With ISBN No. | 05 | Chapters in Edited Books | 08 |

ii) Without ISBN No. | 02 |

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 |

3.14 No. of linkages created during this year | - |

3.15 Total budget for research for current year in lakhs :

From Funding agency | 0.70 | From Management of University/College | - |

Total | 0.70 |

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 | 03 |
    and students registered under them | 15 |

3.19 No. of Ph.D. awarded by faculty from the Institution | 03 |

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

JRF | 00 | SRF | 00 | Project Fellows | 00 | Any other | 00 |

3.21 No. of students Participated in NSS events:

University level | 23 | State level | 00 |

National level | 00 | International level | 00 |

3.22 No. of students participated in NCC events:

University level | 00 | State level | 40 |

National level | 00 | International level | 00 |

3.23 No. of Awards won in NSS:

University level	00	State level	00
National level	00	International level	00

3.24 No. of Awards won in NCC:

University level	00	State level	01
National level	00	International level	00

3.25 No. of Extension activities organized

University forum	02	College forum	07		
NCC	09	NSS	11	Any other	04

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

- HIV AIDS, Human Rights & Thalassimia awareness programmes in surround area
- Thalassemia test of all the students of the institute
- Saptadhara Activities
- N.S.S. & N.C.C. activities
- Celebration of various days and festivals
- Voter Card, Aadhar Card, Driving License
- Traffic Awareness Programmes
- Women Empowerment Week Celebration (Safety Week)
- Guest Lectures
- Blood donation
- Activities under Rotary Club
- Activities under Red Cross Society

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	5 Acres	-	Local Management	-
Class rooms	16	-	Local Management	-
Laboratories	2	-	Govt. of Gujarat	-
Seminar Halls	1	-	Local Management, +UGC	-
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	257	09	UGC + Local management	266
Value of the equipment purchased during the year (Rs. in Lakhs)	6.53	1.14	UGC + Local management	7.67
Others (Value in Rs.)	-	-	-	-

4.2 Computerization of administration and library

- Fully computerised administration

- Online enrolment, online exam form filing and results

- Important news / instructions on LCD displays.

- Well furnished new library building

- Department wise reference books in Research Centre

- Inflibnet, Internet in the library

- Computers having net/N-list service in library for searching books/material

- Subject wise CDS/VCDs, audio cassettes

- Encyclopaedias and manuscripts

- Online form filling for various competitive exams

- Display of advertisements for competitive exams

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	7950	656059	1321	125834	9271	781893
Reference Books	12678	3444421	727	87114	13405	3531535
e-Books	206	6351	02	-	208	6351
Journals	52	13850	61	6143	113	19993
e-Journals	6000+	N-List	200+	N-List	6200+	N-List
Digital Database	-	-	-	-	-	-
CD & Video	18	1300	-	-	18	1300
Others (specify)	205	1080	25	-	230	1080

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	98	25	83	13	15	8	30	7
Added	-	-	-	-	-	-	-	-
Total	98	25	83	13	15	8	30	7

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

- Orientation of the students and faculty regarding computer, net access, Inflibnet & N-List programme etc.

- Short term course of Basic Computer skill for the students.

- Digital English Language Laboratory

- Computer Laboratory

4.6 Amount spent on maintenance in lakhs :

i) ICT   0.18

ii) Campus Infrastructure and facilities   6.25

iii) Equipments   00

iv) Others   40.18

Total :   46.61

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Orientation of the students regarding various students support services in the institute

- Scholarships, poor boys fund, law cost uniform, free of cost sport dress, heath card

- Various classes remedial, Entry in Service, Spoken English, SCOPE, Add-on courses

- Awareness of the students regarding teaching-learning and evaluation

5.2 Efforts made by the institution for tracking the progression

- Implementation of academic calendar, timely evaluation of different activities

- Budget allocation for co-curricular and extra activities

- Monitoring, encouraging the students and staff involved in different activities

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2130	453	-	-

(b) No. of students outside the state

0

(c) No. of international students

0

Men
No	%
1541	59.66

Women
No	%
1042	40.34

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
495	285	189	1473	05	2447	552	287	280	1461	03	2583

Demand ratio **100 %**   Dropout **5.26 %**

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

- Career Guidance cell, Entry In Service and UDISHA Placement cell etc. are actively functioning in the college

- Written tests (MCQ based) and mock interviews etc. are organized before different competitive examinations

- Advertisement of various competitive exams on display/notice boards

- Proper guidance and Online form filling facility

No. of students beneficiaries   1496

5.5 No. of students qualified in these examinations

NET [ ]   SET/SLET [ ]   GATE [ ]   CAT [ ]

IAS/IPS etc [ ]   State PSC [ ]   UPSC [ ]   Others 62

5.6 Details of student counselling and career guidance

- The students are guided by career Guidance cell at the time of choice of subjects in the beginning of new academic year, for competitive exams etc. They are also counselled for joining various co-curricular and extracurricular activities of their interest.

- In the beginning of new academic year, orientation of all newly admitted students is done regarding choice of subjects, activities as well as academic and administrative work.

- If required then psycho - social counselling is also provided.

- Moreover, slow learners and advances learners are given special treatment.

- For various competitive exams, complete guidance, oral written tests, mock-interview, MCQ based test etc. are done regularly.

No. of students benefitted   1496

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
-	-	-	21

5.8 Details of gender sensitization programmes

- Psycho-social counselling

- Women's cell

- Women empowering through training/information/help etc.

- Special women week celebration- lectures and other activities

- Innovative Speeches of well-known personalities regarding gender sensitization

- Skill based short term certificate courses for girl students

- Awareness programmes/Guest lectures

5.9 Students Activities

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

        State/ University level | 46 | National level | 01 | International level | 00 |

        No. of students participated in cultural events

        State/ University level | 29 | National level | 00 | International level | 00 |

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

    Sports : State/ University level | 01 | National level | 00 | International level | 00 |

    Cultural: State/ University level | 15 | National level | 00 | International level | 00 |

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	27	18,900
Financial support from government	1192	29,22,377
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11   Student organised / initiatives

Fairs   : State/ University level | 00 | National level | 00 | International level | 00 |

Exhibition: State/ University level | 00 | National level | 00 | International level | 00 |

5.12   No. of social initiatives undertaken by the students | 08 |

5.13 Major grievances of students (if any) redressed: _____-_____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> - **Vision :-**
>
>   To impart higher education to the local youths, especially to those girls who live in and around remote rural / tribal areas, to prepare them in the context of social and economic needs. The institution tries to develop the overall healthy personality of the students to contribute in the development of the nation.
>
> - **Mission :-**
>
>   The mission of our institute is committed in the path of empowerment of rural youths (especially girls) through access to quality higher education, enabling them to develop educationally intellectually, socially, and morally to inculcate in them the values of social, economic and national responsibilities.

6.2 Does the Institution has a management Information System

> - Yes, the institute has MIS system which provides information regarding the institutional activities regularly.
>
> - Website also gives all information about institutional activities.

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

6.3.1 Curriculum Development

- University designed curriculum is accepted. Though at the time of development of new curriculum, appointed faculty of the institution gives suggestions

- Curriculum is developed/improved regularly by the university

6.3.2 Teaching and Learning

- Feed back collection

- Current trends are taken into consideration

- Academic diary

- ICT based teaching and learning

6.3.3 Examination and Evaluation

- Continuous evaluation, weekly tests, semester end exams, internal exams

- OMR system based evaluation in special coaching

- Test with MCQ, book review, assignment

6.3.4 Research and Development

- Research projects

- Insuring maximum use of Research Centre by the students and faculty

- Research related book / reference books

- Equipment like computer, printer, scanner, copier

- Organisation, participation in seminar, conference

- Publication of research work with ISBN/ISSN

- Students' participation in research

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Infibnet / N-list, Library committee

- Timely checking, repairing of infrastructure of the institution

- Collection of CDs/ VCDs and Computer, Net, Printer, Scanner, book with Barcode system

- Well planned sitting arrangement for the librarian, faculty and students/visitors in the newly built library building

6.3.6 Human Resource Management

- Major source of donors

- Infrastructure development through donors

- Full support of the management

- Active participation of PTA and Alumni Association in institutional activities

6.3.7 Faculty and Staff recruitment

- As per govt university norms

- Govt. recruits the faculty and staff

- Management helps in settlement of temporary faculty and staff

- Seven teachers recruited this year in different subjects by the government

6.3.8 Industry Interaction / Collaboration

- Interaction with diamond institutions of Satlasana and surroundings

- Collaboration with Gujarat Diamond Association

- Collaboration with Gujarat Technical Board

6.3.9   Admission of Students

- Online enrolment system

- Broacher giving complete information

- Help / Guidance in subject selection

- Admission Committee

6.4 Welfare schemes for

Teaching	Co-operative Society
Non teaching	Co-operative Society
Students	Poor Boys Relief fund

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	NAAC/Edu. Dept. KCG – Govt. of Guj.	Yes	Management and IQAC
Administrative	Yes	NAAC/Edu. Dept. KCG – Govt. of Guj.	Yes	Management and IQAC

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?

- OMR

- MCQs

- Continuous evaluation through semester end exams

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

- No

6.11 Activities and support from the Alumni Association

- Regular meetings of Alumni Association
- Encouragement to students by providing suggestions, fund and support for various students activities
- Guidance and career counselling by Alumni

6.12 Activities and support from the Parent – Teacher Association

- Regular meeting of PTA
- Encourage students for different activities through prizes, donations and other necessary support

6.13 Development programmes for support staff

- Uniforms
- Special allowance
- Training
- Need based assistance

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

- Place for water & Food for birds.
- Garden with sitting arrangement
- Dustbins, No use of plastic
- No smoking zone
- Ensuring regular cleaning of the campus
- Plantation
- Environment friendly campus

Criterion – VII

7. <u>Innovations and Best Practices</u>

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

> - Fully furnished new Library Building
> - Display Screens/online processes
> - Use of Research Centre by faculty and students
> - Timely update of institutional Website

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

- Compulsory Thelesemea Test for Sem-I students
- Maximum participation of students in various add-on / skill development courses
- Different committees & co-ordinations /activities done according to plan
- Need base purchase of equipments & books
- Students participation in various co-curricular, extra-curricular activities

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

> - Free Coaching Classes for Competitive Examinations
> - Skill Based Add-on Courses

*****Provide the details in annexure (annexure need to be numbered as i, ii,iii)***

7.4 Contribution to environmental awareness / protection

- Lectures/Speech regarding environmental awareness/protection
- No use of plastic/harmful things for environment
- Herbal Garden/trees-plants use for diseases
- Plantation
- Protection for plants
- Protected campus for birds
- Ensuring regular water/fertiliser for the garden
- Appointment of gardener

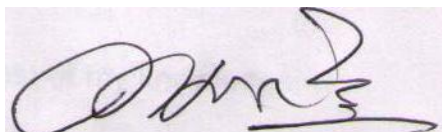7.5 Whether environmental audit was conducted?   Yes   No

	√

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

- SWOT Analysis has been attached in annexure.

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

- Maximum use of ICT in teaching-learning and other activities

- Maximum research by the teachers & Students

- More Research Publication with ISSN/ISBN

- To increase strength of girl students in NCC & NSS

- To encourage more students to participate in competitive examinations

- Students maximum participation in co-curricular and extra-curricular activities

- Maximum participation of girl students in sports

*Name: **Dr.Bharat S. Patel***   *Name: **Dr.Jayesh N. Barot***

Principal
Smt.R.M.Prajapati Arts College
SATLASANA-384330.

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

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