



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		SHAH N.H.COMMERCE COLLEGE, VALSAD
Name of the head of the Institution		DR.GIRISHKUMAR N. RANA
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		02632254224
Mobile no.		9824100773
Registered Email		shahnhcc@yahoo.com
Alternate Email		principalshahnhcc@gmail.com
Address		DR.MOGHABHAI DESAI VIDYA SANKUL, SHREE MORARJI DESAI NAGAR, TITHAL ROAD, COLLEGE CAMPUS, VALSAD.
City/Town		Valsad
State/UT		Gujarat
Pincode		396001

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Mr. K. H. PUROHIT
Phone no/Alternate Phone no.	02632254224
Mobile no.	9429446590
Registered Email	shahnhcc@yahoo.com
Alternate Email	kirankumarpurohit@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://shahnhcc.com/uploads/document/notice_TAUFO0S01657537391.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://shahnhcc.com/uploads/document/notice_shbkHrRV1650532089.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.44	2009	15-Jun-2009	14-Jul-2014
2	B	2.62	2015	03-Mar-2015	02-Mar-2020

6. Date of Establishment of IQAC	08-Jun-2009
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Finishing School Classes conducted for the students from the grants of KCG , (Govt of Gujarat)	24-Aug-2018 10	80
Guest lecture was organized on Statistical Decision Theory	08-Sep-2018 01	95
Guest lecture was organized on How to Use Statistics Correctly	12-Sep-2018 01	93
Soft Skill Training Programme was organized in collaboration with JCI Valsad for the benefit of the students	29-Aug-2018 01	468
Guest Lecture delivered by Shri Vitan Vora on Statistics for the benefit of SYBCom Students	01-Sep-2018 01	76
Organised ICT enabled teaching training for the faculties in Accountancy,Commerce And Statistics subject by Dr.Kumudini Thakor, Navyug Com, College,Surat	04-Aug-2018 01	16
Organised guest lecture on Ratio analysis as a tool by Dr.Kumudini Thakor, Navyug Com, College,Surat	04-Aug-2018 01	96
Participating in Seminar on womens empowerment by prof. DR.Daxaben Thakor	06-Aug-2018 01	50
Arranging special coaching classes for ATKT students of S.Y.B.COM Sem- in Corporate Subject	07-Aug-2018 01	176
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Shah N.H.Commerce College	Udisha	State Govt.	2019 201819	20000
Shah N.H.Commerce	Maintenace	State Govt.	2019 201819	140306

College				
Shah N.H.Commerce College	Swarnim Gujarat	State Govt.	2019 201819	40000
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
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Upload latest notification of formation of IQAC	View File
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10. Number of IQAC meetings held during the year :	4
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The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
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Upload the minutes of meeting and action taken report	View File
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11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
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12. Significant contributions made by IQAC during the current year(maximum five bullets)

Introducing Special Coaching Guidance Class For S.Y.B.com And T.Y.Bcom Students Of Advance Learner.

This year we could bring our students to Amul Dairy visit Balaji Plant Parle G Biscuit Plant, Mumbai, RBI, ICICI BankValsad for practical knowledge.
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Expert lectures are organized to learn GST Growth History , Conflict Management , Analysis of Research Papers on GST, Verification and Valuation of Assets & Liabilities .and students are provided motivational and career counseling sessions by various teachers and placement officer

College provide well equiped Library every subjects Text Book , Reference Books facilities to the students
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This year we could start Special Coaching Classes for Accountancy for A.T.K.T. Students. Our past students and well learned retired Visiting Faculties were recruited to guide them

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year
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Plan of Action	Achievements/Outcomes
Cleanliness and Environmental Awareness	Several Seminars and Lectures for students were organized on Cleanliness and environmental awareness i.e. Lecture on Save Urja Independence day, Railway Station on environmental awareness as well as Cleanliness ,.Students made paper bags from old newspaper and distributed among medical stores to be used in place of plastic bags. One of our students won state level PPT competition on Environmental Awareness. NSS volunteers performed a rally on Cleanliness and public places of an adopted village were cleaned by them. Dustbins were installed in the college balcony as well as on the campus besides the classrooms. Students are motivated d to use them. Everyday toilet blocks, washrooms and office cleaned. Classs room as well as whole building with surrounding area on the top priority
Woman Empowerment	in charge Professor and college girls attended Govt. programme on Woman Laws. Lectures were organized on Women Empowermen and Awareness To make the College Girls empowered/self employed 300 girls were given Beauty Care Training and Chocolate Makin Training and a number of students were given Rangoli Making Training, Pot Decoration Training, Poster Making , Warily_ Painting, Chakada Making Training, Hotel Manageme Tralning and were motivated to participate in cocurricular as well as extra curricular
Career Development Guidance	Tourisms Hospitality management courses were organized. Not only that Creative activities in action with Navdeep
Creativity Development	Several seminars and worksho regarding Goal Setting, Aviation Career Guidance, Competitive Exam, Leadership Development, Resume writing , Job search etc.are organized.
Admin staff Trainings	For technological upgradation of the College Admin staff The computer Training. Workshopwas conducted.
Academic Growth	To make our students well acquainted with the subjective knowledge many reference books, competitive exam books, and magazines were purchase subscribed .GK books, journals Guest Lectures were organized. Students were

motivated to attend seminars. In free periods On Call Teachers paststudents are invited to give In free periods Oncall Teachers paststudents are invited to give, extra coaching of Accountancy as well as statistics subjects.

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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	21-Sep-2018
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The institution has a partial Management Information System with the following broad features: 1. Personal Module. Here the detail of all the faculty members, service records, leave record and other necessary information is kept available. 2. Finance and Accounts .our college maintains salary record, bills, tax record, tenders and other financial documents with computer data. 3. In Library, our college uses INFLIBNET. 4.Website. The college has maintained its website which is updated regularly for the benefit of students and other relevant stakeholders. The internet connectivity to staff and free NAMO Wi Fi to students is effective part of MIS. Other relevant information is made available to the students through different social media platforms. Most of the official records are computerized. e study material, e contents, is available for the benefit of students as well. The institution maintains biometric mode of attendance for both teaching and non teaching staff. The institution also installed many broadband connections.</p>

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The College is currently having the following mechanisms for effective delivery of curriculum delivery and documentation: 1. At the beginning of an academic session, Departmental meetings are held for every department in which the topics in the syllabus are discussed and distributed to the teachers. 2. Academic calendar is prepared at the beginning of the academic session with important dates like start and end of the session, internal examination, Assignment topics, etc. for the smooth completion of the session. 3. Number of classes for each topic is decided according to the syllabus assigned to each topic/Group/paper etc. 4. College administration provides a well-constructed time table for each year /semester for both UG and PG classes. 5. Departmental Heads prepare the academic routine with the due approval of the Principal. 6. Teachers prepare their lectures according to the syllabus and classes allotted. 7. Classes are held according to the schedule under the supervision of college administration. 8. Various classroom teaching methods based on various needs of different subjects are regularly used for the effective delivery of the curriculum such as a. Chalk and Blackboard method b. ICT-enabled teaching-learning method. c. Distribution of class notes by teachers. c. Group discussion amongst the students during the class. e. Assignments are conducted for fulfilment of their degrees. f. Seminars and special talks by experts are also arranged regularly for advance studies and also plan for regular class test, semester examinations are done to keep track on the improvement of the students. Remedial classes are also conducted based on requirement 9. College administration office maintain the detailed record of the classes, assessments, assignments, etc. 10. College administration also keeps a vigilant eye on the results, departmental proceedings and student needs and also keeps record of the different activities of the college regarding teaching-learning, development and improvements of different methods of effective curriculum delivery. 11. The institution constantly strives to upgrade the infrastructure and procure resources for effective delivery of the curriculum such as LCD projectors, wired/Wi-Fi internet access in classes, teacher training on ICT and regular monitoring and feedback mechanisms. 11. Besides, teachers provide a host of additional resources while taking students beyond the curriculum. The teacher's plan and design additional content beyond the curriculum for each subject so as to expose students to latest technical advancements. This additional content may be in the form of google contents or YouTube videos.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
BASIC	NIL	01/06/2006	120	Focus on employability	Typing, Emailing, Online researching, Editing documents, Creating presentations,

Creating
spreadsheets
Using word
processing
documents
Completing
file and
document
management
Using basic
Microsoft
Office appli
cations,

TALLY ERP
9

NIL

01/06/2006

120

Focus on e
mployability

Tally ERP
9 accounting
software
helps in
calculating
monetary
terms.
accountancy
related
problems.
taxation.
GST
calculation.
effective
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ransactions.
effective
and
efficient
financial
handlings.

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCom	Accountancy	15/06/2011
BCom	Statistics	15/06/2011
MCom	Accountancy	15/06/2011
MCom	Statistics	15/06/2011

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	167	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Interview ETIQUETTE training Programme	09/08/2018	300
Aviation Training Programme	25/07/2018	300
NCC WEAPON Training Programme	27/12/2018	200
Finishing School	24/08/2018	80
Hospitality and Tourism Management	14/08/2018	100

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	Campus to Corporate	84

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

Our College has a clearly set structure of obtaining the feedback from the students, the alumni and the parents to improve the performance of the institution. The teaching - learning outcome is evaluated by providing the feedback form. The responses are evaluated and analyzed through excel.. The forms and the analysis is converted into a report with a chart. Feedback on students, teachers, alumni and parents were taken. The analysis and interpretation of the data is as follows.. The feedback obtained is analyzed manually and then using the data graph is prepared to show it to the concerned party to know personal specific status in his/her respective field. If any short coming is found any where, the concerned person is called to be informed and instructed to go a head with required reformation. Then the IQAC takes measures to confirm if the required changes are occurred or not. Through suggesting box too, students are invited to submit their complaint/suggestions. The committee of senior professors observe the chits inside the suggestion box and act accordingly. Feedback is also from community through IQAC meetings and many community representative meet to principal in several programs or in principal office when they came for visit to college.. Student Feedback on courses attributes such as applicability of the courses to real life situations, extent of coverage of course, clarity and relevance of reading

material, depth of course content, learning value (in terms of skills, concepts, knowledge, analytical abilities) were considered for student feedback on courses. As per the response of the students, majority of the students were satisfied with the course, the teachers and teaching evaluation of the college. This shows that they have trust in the teaching learning process that aims at their growth and are hopeful that it will help them reap rich dividends. The observation of parent feedback indicates that they were having full information about the college before admission. Regarding the parents feedback about the administrative functioning of the office, the majority of the parents were found satisfied. The question on the need to meet the principal of the college, parents gave a positive response. Most of the parents were aware of the activities conducted in the college. Parents were satisfied with the physical facilities available on the college campus and also satisfied with the behavior and co-operation of faculties with the students.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	statistics/Banking	1690	1462	1462
MCom	statistics/accountancy	170	158	158
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1462	158	11	11	11

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
11	3	14	14	0	0
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

Yes, Faculty mentors play a crucial role in mentoring graduates. Students and their mentors share responsibility for ensuring productive and rewarding mentoring relationships. Both parties have a role to play in the success of mentoring. For graduate students, a mentor is someone who serves as a guide throughout their institutional training. They provide both professional and personal advice to the students. They further give constructive feedback on writing, teaching and other elements of career design. They can serve to help students balance

professional goals with their personal lives or give emotional encouragement during challenging times. LIST OF MENTORS 2018-19 SR NO Class Mentor Teacher 1 M.Com – Part-1 Prof.K.H.PUROHIT 2 M.Com – Part-2 Prof.T.G.PATEL 3 T.Y.B.Com- A PROF. K.R.BHAVSAR 4 T.Y.B.Com-B PROF M A MULLA 5 T.Y.B.Com-C Miss.Avnit Kaurl 6 S.Y.B.Com-A Mr.K.C.Patel 7 S.Y.B.Com-B Mr.V.R.Champaneri 8 S.Y.B.Com-C Mr.Maheshbhai Patel 9 S.Y.B.Com-D Miss.Sweety Shrma 10 F.Y.B.Com-A Miss. Rinaben Tandel 11 F.Y.B.Com-B Mrs.Minaxiben Jariwala 12 F.Y.B.Com-C Mr.R.G.Pawar 13 F.Y.B.Com-D Mr.Chirag Rana

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1620	11	1:147

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
17	11	6	0	2

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
View File			

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MCom	117	2,4	23/04/2019	10/06/2019
MCom	117	1,3	04/11/2018	08/02/2019
BCom	117	2,4,6	23/04/2019	05/07/2019
BCom	117	1,3,5	04/11/2018	05/02/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Reforms in evaluation initiated by the college are as follows : • Exam committee is forming with senior most faculties who conduct internal as well as university exams. The exam committee has been created to streamline the teaching learning and evaluation process and ensuring effective implementation and monitoring. • Dates of internal examinations are known to all the stakeholders at the commencement of the semester. • Setting of papers for internal tests are managed by exam committee who also moderates the papers if required, publishes examination schedule, nominates supervisory staff from other departments and provisions exams halls in such a way that tests are conducted in a fair manner. • All papers are evaluated by respected subject teacher and quick declaration of results. • After evaluation, if require and doubt by student the answer book are shown to the students. • The marks are entered in the prescribed mark sheet and made available to all stakeholders. • Additional

Test examination when necessary are also conducted in special cases and managed separately.

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

June July 1 Admission Process 2 Counseling 3 Seminar for Student by Debate Committee 4 Guest Lectures (Soft Skill) 5 Debate Competition 6 Department Meeting 7 Yoga Day Celebration 8 Lect On Female problem/Career Guidance 9 Campus Interview 10 Guest Lecture Student Startup Innovation Policy 11 Tree Plantation August 1 Blood Donation 2 Debate Competition 3 Seminar for Students on Soft skill, Personality Dev. Human Rights etc. 4 Indor Game Competition Viz, Table Tennis- Badminton - Chess - Carrrum 5 Guest Lectures on Career guidance 6 Guest Lect. On Ratio Analysis 7 ICT Enable Teaching Training to Teachers 8 Self Defense program 9 Woman Dev .Call Programs 10 National Day Celebration 11 Educational Tour 12 NSS Volunteers Orientation Programme 13 Lecture On Economics Banking 14 Finishing School Programme September 1 Teacher's Day Celebration 2 Debate Competition 3 Essay Writing Competition 4 Collection for Blind day Celebration 5 Songs/ Bhajan Competition 6 Student's Council Election 7 Budget Meeting 8 Lecture on Skin Care 9 Soft Skill Lecture 10 Environmental Awareness programme 11 Guest Lectures on Soft skills , Career Guidance, Personality Development etc. 12 Dept. Meeting 13 Table Tennis, Rifle Shooting , Badminton, Rifle Shooting, Athletic etc. Sports Activities 14 Contribution Collection , for Blind Day October 1 University Exam as well as college Internal Exam 2 Assignment Work - Internal Assessment 3 Assessment and Supervision Work 4 Volleyball, Table Tennis etc Sports Activities 5 Celebration of National Unity Day, 6 Teacher's Participation in various seminars /Workshops 7 Run for Unity Programme November 1 N.S.S. Camp for 7 Days 2 Diwali Vacation 3 Parent Meeting NCC Day Celebration 4 1st University Exam December 1 Debate Competition 2 Various Seminar For Student 3 Outdoor Games Competition Viz, Cricket ,Hockey, Volley ball, Kho-Kho, Kabbadi, ect. 4 Campus Interview 5 Finishing School Programme 6 Lectures Teachers Participate in Workshop on Research Methodology 7 On Career Guidance , Personality Dev. Future Studies 8 Dept. Meeting 9 "Beti Bachao" Programme January 1 Placement Interview 2 Youth Festival 3 Indigenous Games - (Desi Ramatosav) 4 Blood Donation Camp - 2 5 Arrange Hotel Mgt. Course By Dept. of Tourism 6 Various Guest Lectures 7 National Day Celebration February 1 Internal Examination 2 Assignment work 3 Annual Day Celebration 4 Prize Distribution 5 Sport Day Celebration 6 Various Day Celebration By Students 7 Internal Assessment Work 8 Dept. Meeting 9 Budget Meeting 10 Farewell Functions 11 Seminar for Students o IPR Right to Information RTI March April 1 University Examination 2 Supervision Assessment Work 3 Career Guidance Seminar for Students 4 Campus Interview 5 Teachers Participate in FDP on NAAC 6 ICT Training to Teachers May 1 Summer Vacation F.Y.B.Com Admission Process

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://shahnhcc.com/uploads/document/notice_bmgKJQlw1651227993.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage

117	BCom	Accountancy / Statistics	430	188	43.72
117	MCom	Accountancy / Statistics	92	51	55.43
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

[Note Done](#)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
View File				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
1.GST As a career National Seminar	Accountancy Department	12/01/2019
2. Sahitya Sanvardhan yatrae	ENGLISH	22/01/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nil	NILBIL
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	0	0	0	0	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded

nil	0
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3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	ECONOMICS	1	0
National	ECONOMICS	1	0
International	COMMERCE	1	0
International	COMMERCE	1	0
International	COMMERCE	1	0

[View File](#)

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
ECONOMICS	1

[View File](#)

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
0	0	0	Nil	0	0	0

[View File](#)

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
0	0	0	Nil	0	0	0

[View File](#)

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	4	24	Nil	Nil

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Our NSS Students Programme Officers had participated in	NSS UNIT	3	125

"Water Awareness Walk March" organized by "Sujalam-Sufalam Jal Abhiyan" Programme by the Government.NSS			
TRAINING FOR YOGA DAY	NCC Cadet	1	22
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
finishing school	200000	KCG	80
finishing school	100000	KCG	50
NSS	51600	VNSGU	300
View File			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NSS	NSS	: A tree planting program was held in Nanakwada village	4	253
NSS	NSS	Drug Awareness Seminar on Prohibition and Exicse Valsad	4	240
NSS	NSS	: Visit to old age home at Atar	4	205
NSS	NSS	Blind Day was celebrated	4	203
NCC	NCC/NSS	Organized cleanliness rally at Valsad Tithal Beach	5	369
NSS	NSS	Nukkad drama under the cleanliness campaign at Valsad, railway station	4	36
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
View File			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
View File					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
CAREER MANAGEMENT INSTITUTE, VALSAD	03/07/2017	to pramote culture and social program	Nill
ROTARY CLUB OF VALSAD	03/07/2017	to take acive interest in the civ ic,cultural,social, and moral welfare of the communities	Nill
JCI VALSAD	03/07/2017	to pramote the principles of good government and good citizenship	Nill
RAKTDAN KENDRA VALSAD	03/07/2017	to take acive interest in the civ ic,cultural,social, and moral welfare of the communities	Nill
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
275000	247614

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
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Campus Area	Existing
Class rooms	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Others	Existing
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOFTWARE FOR UNIVERSITY LIBRARIES SOFTWARE VERSION 2.0	Partially	2.0	2020

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	39456	3986509	1445	206088	40901	4192597
Reference Books	20633	2079788	60	10612	20693	2090400
Journals	49	36085	0	0	49	36085
CD & Video	770	7967	38	0	808	7967
View File						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nil
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	73	24	16	3	21	8	1	50	0

Added	0	0	0	0	0	0	0	0	0
Total	73	24	16	3	21	8	1	50	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1145419	1085419	1022895	952895

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. Response: Utilizing facilities We staunchly believe in the principle of "Optimum utilization of resources" and adhere to this principle very strongly. The College building is used to conduct not only B Com classes of Shah N H Commerce College , but also morning classes of the J P Shroff Arts College classes of the B Arts programme of the Veer Narmad South Gujarat University. Thus the class-timings of various institutions are planned in such a manner that there is an optimal use of all infrastructure including common facilities like classrooms, auditorium, seminar room GirlsComman room. Washroom act. The college building and staff are made available for conducting Veer Narmad South Gujarat University examinations, as also for Veer Narmad South Gujarat University centralized admission procedure, student counselling and form verification procedure. The college also makes its premises and the staff available for conducting various national level and state level competitive examinations, and staff selection examinations conducted by the Government and High Court on Sundays and holidays and during the vacation period. The building and premises are made available for elections and various government meetings, trainings and programmes. The premises and grounds of the college campus are made available to the Veer Narmad South Gujarat University for conducting university sports selections and competitions. The premises and grounds of the college campus are also made available to the Alumni Association and other organizations for organizing various programmes. The college cricket ground are rented out to sports associations, clubs and corporate for holding their sports tournaments and matches. The facility of the college Auditorium is made available to various institutions and organizations for conducting lectures, seminars, workshops and study circle meetings. Facilities are also provided to conduct examinations of foreign universities and institutes on a special basis on the request of examinees. Maintaining facilities The College receives a Maintenance Grant from the government for maintaining various physical facilities. These facilities are owned by the management, the Shree Nootan Kelvani Mandal. The management charges a token rent from the college for using the physical infrastructure, which is covered under the Maintenance

grant. The College prepares a list of required infrastructural changes and maintenance needs in the beginning of the year. For every activity a budget is allocated and utilized. The College does not directly appoint staff for routine repairs and maintenance. The management runs an office that has an in-house estate department which has appointed all the necessary staff to take care of routine infrastructural repairs and maintenance related to electrification, plumbing and carpentry. Whenever a need arises at the College, a Request Note is raised by the College, the requirement is communicated to the management and is promptly addressed. Large infrastructural renovations and major repairs/changes in the facilities are taken care by the management, which awards contracts to agencies after scrutinizing minimum three quotations. For routine maintenance of computers, printers, projectors, close

https://shahnhcc.com/uploads/document/notice_CjkDV5EC1658302164.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Scholarship From Donors	61	31850
Financial Support from Other Sources			
a) National	National scholarship portal	1011	0
b) International	NIL	0	0

[View File](#)

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
A seminar on Positive Thoughts	28/09/2019	53	0
Workshop on Poster Making	13/07/2019	40	0
Woman self Defense seminar	11/08/2018	85	0

[View File](#)

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Seminar on Career Guidance, Government Loan	100	100	0	0

	facilities for students and IELTS examination				
2019	Recruitment Camp, by NIIT, Surat	39	39	19	19
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Recruitment Camp, by NIIT, Surat	45	24	nil	0	0
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	160	B.COM	COMMERCE	SHAH N H COMMERCE COLLEGE VALSAD , VNSGU SURAT.	0
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nil	0
View File	

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

Activity	Level	Number of Participants
46 University athletic meet	UNIVERSITY	15
Inter college taekwondo	Inter college	2

(W) tournament at by Agrawal Vidhya Vihar College, Surat		
Inter college volleyball (W) tournament was organized by Smt. J. P. Shroff Arts College, Valsad	Inter college	6
View File		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	1st prize in Classical Kuchipudi Dance Competition	National	Nil	1	Nil	Ku. Divya aDhimmar
2019	1st Price in Archery Competition	National	1	Nil	Nil	Ku. Monal Nayaka
View File						

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

Students Union of the college works for the benefit of the students throughout the year and pursues many activities on and off the campus. There are several committees in the college which look after various academic and non academic aspects headed by faculty and student member as well. These committees focus their attention on one specific functional area of the college. They keep meeting periodically and take suitable decisions for effective implementation. The committees are as below: 1. Gymkhana (Sports) committee 2. Finance and Student welfare committee 3. Cultural committee 4. Planning Forum 5. Magazine Committee 6. Tour Committee 7. Debate Committee Besides this Govt. of Gujarat introduce the Saptdhara (Seven ways) and Given grant for Overall development of the student. These Dhara is as below: 1. Geet Sangit Nrutyadhara Prof.D.G.Thakor 2. Khelkuddhara Prof.M.K.Patel 3.Sarjanatmak Abhivyaktidhara Prof.R.P.Patel 4.Gyandhara Prof.M.A.Mulla 5.Rangkala Kaushalyadhara Prof.M.M.jariwala 6.Natyadhara Prof K.R.Bhavsar 7. Samudayik Vichardhara Prof.V.R.Champaneri Other committees are: 1. Woman Dev. cell 2. sexual harassment prevention cell 3.Anti ragging cell 4. Academic Discussion and thinking forum (Shaishanik charcha vichar munch) 5.N.H.Times wall paper forum 6. IQAC 7. Exam committee 8. Admission Committee 9. NSS 10. NCC 11. Udisha Placement cell 12. Research promotion committee 13. Book of my choice forum 14. Students complaint and Reversal cell 15. Book of my choice forum for students 16. Library committee

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

No Data Entered/Not Applicable !!!

5.4.3 – Alumni contribution during the year (in Rupees) :

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Decentralization of Management: Trustee is the apex decision-making body at the college level and the principal has a very instrumental role in bridging the college and management. The principal, IQAC, Various Committee along with other faculties works together for the institute's development. IQAC plays a very significant role in overall monitoring of the curriculum delivery, co-curricular, extra-curricular activities to ensure quality assurance. Examination committee conducts smooth examination work through strict discipline at graduate and post-graduate levels along with sincere, timely evaluation work to ensure timely publication of results. Faculties are assigned responsibilities to accomplish their targets through time-table committee for prompt and regular classes. The principal assigns duties and responsibilities to the administrative and office staff. Library committee manages the library, its infrastructure, books, and other important services. Ratio of books to the students is observed and taken care of. Students borrow books for their academic pursuits and needy students are extended facility of keeping books for a longer period. Daily attendance of visiting students and faculties is maintained. College has maintenance committee to ensure the repair and overall maintenance. Physical Instructor looks after sports events and encourages sports participation in competition at college, university, state and national level. All the staff members work under the leadership of humble principal and discipline committee maintains campus discipline so as to provide safe environment to the students in general and girl students in particular. It ensures congenial ambience to the differently able students also. The college encourages participation in extra-curricular and co-curricular activities in tune with academic calendar. Counseling of students is conducted through guest lectures and other cells of the college like grievance redressal cell, women cell, and anti-ragging cells. College is kept clean and green, tree plantation is carried out by the N.S.S students. Other agencies also come forward to help these activities Such as JCI etc. Periodical blood donation camps under the aegis of Rotary Club of valsad and JCI. Thalassaemia (Sickle Cell) test and diagnostic programmes under legal awareness, safety programmes keep all the stake holders updated. National Service Scheme (NSS) instills the value of social responsibility and culture of volunteer service. National Cadet Corps (NCC) grooms cadets with the spirit of discipline, bravery, nationalism etc. Cultural committee, UDISHA club, Saptdhara (Cultural Club), motivate students to participate in cultural programmes, extra-curricular activities to make them more expressive and demonstrative of best abilities. Participative management: The college promotes participative management through representation of students on various committees such as study tour, Library, sports, NSS, NCC,

various seminars, workshops etc. Alumni Association plays a significant role in collective representation of ex-students and experts from education, industry by giving their valuable advice. Our senior students help in online admission process (Filling up forms, understanding of needy document etc.)

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	<p>The college does not have liberty to make changes in the University curriculum. Our HODs are the member of board of studies of our universities. They are involved in Curricular Development/Framing the curriculum. The institution obtains feedback from students and if any constructive suggestion comes up, it is communicated to the Board of Studies of the university. Also, our suggestions are considered in designing the curriculum.</p>
Teaching and Learning	<p>1. During last four years, all classrooms and seminar hall are equipped with projectors, digital podium, visualizes and sound systems. All faculty members are allowed to use microphones, laptops, etc. to facilitate teaching and learning process. 2. Computer with internet connection is installed in the college library to enhance the availability of knowledge resources. 3. Head of the Department prepare a teaching plan consulting with his/her staff members at the beginning of every semester. This plan is based on the teaching days available for the term. The syllabus covered by each faculty is reviewed by the HOD and principal. 4. Principal reviews the teaching plan along with student attendance at the end of every months and the parents of the students with less attendance are informed about his/her absence in the presence of his /her parents. 5. Following are some teaching methods used by faculty in year 201718 ? Group Discussion ? Power point Presentation ? Use of CD's, Educational VCD, Educational Tour, You Tube clips and Video Lectures ? Case - Study methods with brain storming session ? Display of New Paper Cutting ? Poster making ? Debate Quiz ? Industrial Visits ? Conducting</p>

seminars/workshops for students.

Examination and Evaluation

? The procedure laid down by Veer Narmad South Gujarat University, Surat is strictly followed for In house (Internal) and University Level Examination. ? The Rules and Regulation of conducting examinations for teachers and students are followed as provided in the circular issued by VNSGU. ? An Internal Test Examination is conducted for each semester . Additional Examination are taken for those student who are unable to attend regular internal exam. The date of the Internal Additional Examination are finalized in the beginning of every semester. Applications of the students are invited if they have any query related to answer book assessment as well as internal marking. We also show them assessed answer book. Library assignments are taken during the semester. ? Internal marking is based on Internal Test Examination, Library Assignments and attendance. Student's Internal Assessment is carrying 20 marks sub divided as Internal Test (10 Marks for Internal Test), Library Assignment (05 Marks for Internal Test) and attendance (05 Marks for Internal Test) . This Internal Assessment Marks is to be sent to VNSGU for inclusion with the semester wise University examination result. ? We display the consolated class wise mark sheets twice on the notice board - first time as submitted by the examiners and second time as the marks are entered in the forms given by our university for inclusion of marks in their final mark sheets. We invite their application, if they find any mistake in it.

Research and Development

Our institution strives hard to provide a research conducive environment on the campus. We have formed a Research Committee in our college which addresses research related issues and encourages research activities. Research related programs and seminars are organized by the college. We encourage faculty to attend and present papers at state/national/International conference and seminars. Facilities like purchasing books on researcher's recommendation, allowing them to use the computer and internet in the

college computer lab and library, etc are offered to them. If the institution receive any news or updates concerning to researchers, it is made sure that every researcher is conveyed the same. Even though researchers are free to purchase reference books and any other reading material and the cost is borne by the college. College subscribe research Journals in different subjects for creating research environment.

Library, ICT and Physical Infrastructure / Instrumentation

Library 1. As and when necessity arises, the college upgrades the existing infrastructure with an intention to support students and teachers. We add a large number of books and research journals to our college library every year. 3. Equipments that support teaching and learning activities like computers, laptops, scanners, printers, etc. are regularly maintained and upgraded. 4. INFLIBNET was installed in the college to support research students. BISAG is introduced. 5. CDs, VCDs are made available for self study. 6. Apart from our college library, we have five more libraries of our sister colleges on the campus which are run by different colleges managed by the same management. There is an informal collaboration between all the colleges on the campus to use these facility. ICT 1. All the class rooms are equipped with LCD Projector, Visualizes screens podiums. 2. Computer center and DELL are existing for Literacy of computer education. 3. Admin office and Library are well equipped with ICT Tools. 4. Internet and WIFI connectivity is available in college campus. Physical Infrastructure/Instrumentation 1. College have good infrastructure facility provided to student and college have Oxy rich given campus. 2. The campus manager is monitoring the maintenance of academic infrastructure and other facilities. 3. A team of about 15 employees are there for clean campus and exclusively for maintaining the green landscape

Human Resource Management

? Workload is calculated every year and vacant post as well as surplus list is sent to the Higher Education Department, Gandhinagar, Gujarat as well as the University. As per the requirements, arrangements are done for

recalling surplus teachers and transfer of other teachers from other colleges are done. ? Adhoc teachers as well as adhoc administrative staff are called upon if required. ? Bio Metric Machine is installed for attendance records of staff. ? Various welfare schemes, like EPF, GPF, CPF, Group Medical Policy for employee have been implemented. ? Service Rules of Govt. of Gujarat , UGC Guideline and VNSGU ordinance have been implemented. ? Appraisal form is filled up by employee and evaluated by self as well as the Principal. ? Faculty and staff recruitments are done as per the rules and regulations of Veer Narmad South Gujarat University and the statutory orders of the Government of Gujarat. ? If required, teaching as well as admin staff is recruited by the management. Its expense is borne by the college.

Industry Interaction / Collaboration

Collaborations and Formal MOUs with following industries and institutions are made : ? Maa Foundation, Vapi ? Career Management Institute, Valsad ? Vasudhara Diary, Alipore, Navasari ? Junior Chamber International, Valsad Collaboration with these firms help in the smooth functioning and organizing of the outreach programmes and extension activities planned by the college.

Admission of Students

? Admission is conducted as per the University norms. ? Admission is done Online by the University ? We maintain prescribed reservation quota by Govt. ? Strict Transparency and adhered to by the College ? After receiving the application, we display merit list on the college Notice board. Thus we maintain transparency while giving admission to the student.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
<p>Planning and Development</p>	<p>Faculty and non teaching staff know computer operation for their routine works. They use internet, email, websites, sms, ect. For more knowledge in their respective subject. An internet facility is provided in our library and computer.</p>
<p>Administration</p>	<p>Notice and important news of the college displays system for students and other stakeholder to college</p>

	website. Admin office used PFMS for respective works. SOUL Software is installed in our library for better record saving.
Finance and Accounts	Computerized Account in section Maintenance of the college accounts through Tally Reception of salary funds from Govt. HRMS/ E Gyan portal.
Student Admission and Support	We publish an advertisement in the popular Gujarati news paper for new admission as well as advertisement college details and prospectus are display on the college website. We also use whatsapp for admission advertisement in several aluminim
Examination	There is well established CCTV camera at the time of examination. The hall ticket of the University exam, students result and marks records of each semester exam are displayed on the university website, we get then downloaded and printed.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	NIL	NIL	NIL	0
View File				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Stat level Workshop on Research Methodology	NIL	16/12/2018	16/12/2018	10	Nill
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional	Number of teachers who attended	From Date	To date	Duration

development programme				
Achieving Learning Outcomes:How and Why?	13	13/03/2019	19/03/2019	08
View File				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>1..There is a teacher's credit co-operative society in our college. 88.88 of our staff members are members of this society. 2.Group insurance policy 3.Free computer literacy</p>	<p>1.Group insurance policy 2.Free computer literacy</p>	<p>1.Provide monetary help to students belonging to economically weaker section but bright academically. 2.Free computer literacy to students from economically weaker sections. 3.Giving sets of free books from the college Book Bank to needy students. 4.Run remedial coaching classes for slow learners. 5.Conducting mandatory medical checkups of students every year. 6.Organizing programs for career guidance, personality development, soft skill development, developing interview skills, etc. 7.Give cash awards to students who excel in academic, co-curricular and extra-curricular activities.</p>

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The Institute carries out Audit every year on Annual basis which involves Internal and External audits. Trust conducts Internal and external Audit by CA (chartered Accountant) firms. Name of the auditor (Internal) : MR. HITEN DESAI COMPANY Name of the auditor (External): MR. HITEN DESAI COMPANY Our is a grant -in -aid college, overall audit is done by Government Account Officer. The Institution carries out audit on annual basis for the grant allocated by the state Government for various expenses. Government of Gujarat sanctions grant for expenditure under different head. Grant under UGC is also audited. All the grants allocated by the UGC in different plan have been cleared and NOC is available to the institute. Students belonging to ST/SC are given scholarships

under Online process in which amount is transferred to the beneficiaries account directly. PROCEDURE Management appoints Internal Auditor who conducts audit quarterly and report is ultimately placed before the Trust. All the admin staffs and the principal co-ordinate with each other for proper and smooth execution of the auditing procedure. Institute follows a standard procedure of purchase. It invites 3 quotations and lowest cost quoted out of these quotations is finally given work order. This audit reports are put forward to AGM for further approval.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	0
View File		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	No	Nil
Administrative	No	Nil	No	Nil

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Parents attend admission counselling meeting with Principal HODs. Parents cooperate in regards to maintaining discipline in the college They provide their contributions in social service programmes . They attend Prize Distribution Ceremony

6.5.3 – Development programmes for support staff (at least three)

College conduct skill development programme for admin staff.
--

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. The initiative taken to make campus WIFI Enable 2.Mess Facilities started in ladies hostel 3. Research Cultural has been inculcated by attending and arranging the conferences. 4. collaboration started by doing MoUs with different institutes and Industry.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	Yes
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Organised	04/08/2018	04/08/2018	04/08/2018	16

	ICT enabled teaching training for the faculties in Accountancy, Commerce And Statistics subject by Dr.Kumudini Thakor, Navyug Com, College, Surat				
2018	Organised guest lecture on Ratio analysis as a tool by Dr.Kumudini Thakor, Navyug Com, College, Surat	04/08/2018	04/08/2018	04/08/2018	96
View File					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Self defense program for girls	11/08/2018	11/08/2018	100	Nil
Celebrated women's legal Awareness Day	12/08/2018	12/08/2018	110	Nil
A lecture was organized on The heritage of female Society	14/08/2018	14/08/2018	120	Nil
Red Revolution programme	19/02/2019	19/02/2019	30	Nil
"Beti-Bachavo Beti-Padhao" Walk March	02/01/2019	02/01/2019	180	Nil

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

Percentage of power requirement of the University met by the renewable energy sources

Use of LED bulbs/power efficient equipment- Tube lights 124 Water conservation facilities available in the Institution Waste Management : The institution has started to connect with different NGOs in a surrounding area of valsad as well as green club formed under the guidance of NSS program officers and we have started the campus to be cleaned the reason agenda regarding future waste management program. Trrayaam NGO ready to tie up with our college for the purpose of waste management program as well as water recharging and storing of rain water harvesting. Regarding the quality audits we inquired about ISO certificates for the academic audit, energy, environment as well as green audit. But we are not getting proper company to be assessed different ISO certificate till we are making the efforts and we will proceed. Sensitization of students and employees of the institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	Nil	1	23/07/2018	1	BLOOD DONATION CAMP	Helps needy people	110
View File							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Prospectus of our college of 201819	Nil	A code of conduct for students is illustrated in this prospectus

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Conducted door to door survey under the campaign by adopting hygiene at Bhagdwada and Nanakwada villages	26/06/2018	30/06/2018	110
A tree planting program was held in Nanakwada village, prohibition and public awareness rally on the topic of environment protection was organized	24/07/2018	24/07/2018	100

Organized Drug Awareness Seminar on Prohibition and Exicse Valsad for tybcom and fybcom	03/08/2018	03/08/2018	120
Visit to old age home at Atar	08/08/2018	08/08/2018	130
Day was celebrated and the contribution was collected from the college	12/09/2018	12/09/2018	110
Efforts were made to create awareness among the people by presenting Nukkad under the cleanliness campaign at Valsad, railway station	15/09/2018	15/09/2018	70
On the occasion of 150th Gandhi jayanti Gandhi sketch, plastic remove rally, prabhatferi, Gandhi Bhajan and Gandhiji's ideas were held at college	02/10/2018	02/10/2018	110
National Unity Day celebrations limited 'Run for Unity', swearing in ceremony, quiz competition and lectures were organized	31/10/2018	31/10/2018	130
Organized cleanliness rally at Valsad Tithal Beach and cleaned the Bhadawada village	17/01/2019	17/01/2019	125
View File			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Green landscaping with trees and plants
Plastic free campus
Established green club
Campus is non-smoking tobacco free
Tree plantation is organized by NSS

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICE - I

1. Title of the Practice True Condolence and Remembrance: Value Inculcation

2. Goal In the emerging context related to the work places, being successful would demand not merely acquiring of technical and professional competencies but also soft skills and life skills. Therefore, the college aims to reinforce value education in the students through different activities. The college is committed to make educational process inclusive of values. The above practice aims to inculcate harmony, peace, compassion, humility and respect for human dignity.

3. The Context The present curriculum serves only to produce degree holders and the real aim of education that is to materialize a complete change in behavior via holistic approach are not clearly reflected from it. The Principal and teachers transact the curriculum and co-curriculum activities with a touch of humanity so that the students achieve good human qualities along with university degrees. Our Principal believes in transformation of orthodox mind sets into flexible and productive thinking mechanism. This idea came in the mind of the Principal when students of the college demanded a holiday on sad demise of the college third year student Mrs. Poonam Patel in an ill fate road accident. Declaring holiday was the tradition of the college on the sad demise of any students but the Principal knew that just declaring a holiday for one day after two minutes mourning for the student does not really pay a true homage to the death. Instead there should be such a true condolence and remembrance in organized form that will remain forever till the college with run. At the same time students will learn the lessons of values and humanity. Value inculcation along with curriculum was the vision of the pioneers of our college when the college was established in 1973 which is also stated in the vision statement of our college.

4. The Practice When the pain of loss of Mrs. Poonam Patel was on its height, idea which resulted into most prudent course of action was to actually put in practice the real sense of homage and value inculcation. The Principal was successful to explain the students true method to pay homage to the unfortunate student. Fund of Rs. 10,000/- was collected from students and teachers by students. It was planned that from the interest amount of this money the college will organize a Memorial Elocution Competition? and give away prizes to the winners. This idea was a seed of transformation of students? mind set and true tribute to the loss of their classmate. Thereafter, in the year 2013, on the demise of another student Mr. Shivam Jani who also faced an ill fated accident the students instead of demanding a holiday came for the permission of collection of fund. So now there is an organized plan for responding to the death of the student. A Memorial Elocution Competition was again organized with the collection of fund from students and teachers and remaining amount by the Principal to make a fix deposit of Rs. 10,000/-. Now till the college will exist each year on the death anniversary of Mrs. Poonam Patel and Mr. Shivam Jani a Memorial Elocution Competition will be organized year after year for long lasting homage to both students. This noble practice was welcomed by all including the parents of unfortunate students. Parents are also invited in the Memorial Elocution Competition of their beloved children. It is terrible when a person?s life becomes shortened by the quickest moments with so much further to live, but the same was positively transformed into a lifelong remembrance and respect.

5. Evidence of Success Successfully molding the students from different backgrounds to become individuals with complete human qualities along with becoming graduates in a span of three years in indeed a responsible task. It gives a feeling of pride to watch our students seriously involved in humanitarian causes while participating in NSS, NCC and Youth Red Cross programmes. The most prominent evidence of success of "The True Condolence and Remembrance" practice is after the demise of our student Mrs. Poonam Patel one more student Mr. Shivam Jani met with the ill fated accident and left us.

Students did not demand holiday but instead after mourning for the death during prayers, the class representatives voluntarily collected fund to start ever lasting remembrance program for "Shivam Jani Memorial Elocution Competition". The Principal now need not guide them but enjoy the fruits of his guidance provided earlier. Today Principal and teachers can observe the manifestations in the character of our students which apparently indicate the success of the college in inculcating values as visualized in the vision of the college.

6. Problems Encountered and Resources Required It is not at all an easy task to organize activities in the college with students having different beliefs influenced by dimensioned cultural and religious background. Then too "The True Condolence and Remembrance" practice was welcomed by each students and teachers. It is a unique and noble practice which no other college practices in the university. Therefore, no problem encountered to put the idea into practice, but it is for sure that this idea is implemented when all the hearts are deep in grief and to discuss the matter of not giving a holiday instead attending all lectures and starting a "Memorial Elocution Competition" was difficult for the Principal. The innocent mind sets were transformed with due care into matured positive thinking minds

7. Notes: This practice can be implemented by all the colleges because it is a noble initiative for true tribute and lifelong remembrance for the unfortunate students. At the same time being an academic institution the very purpose to give opportunity to students to exhibit their talents is fulfilled by organizing any curricular or co-curricular activity in the remembrance of their lost classmate.

BEST PRACTICE - II

1. Title of the Practice "Making Most of Time: No Free Lectures"
2. Goal The volume of content in the syllabus are huge and the available time is very less, taking into account public holidays, examination days, assignment days, celebration of important days like teacher's day, etc. the only means left to complete the curriculum is the optimum utilization of the available teaching time. Therefore, the aim of the said practice is to make maximum use of the working hours of the college.
3. Context Keeping in mind the ground reality of insufficient time available for the institution to undertake its curricular and co-curricular activities the institution adopted this practice to utilize each lecture of the working hours of the college. The college understands its responsibility towards its students and stakeholders. So, to groom the students during the three years of their degree program not a single lecture is given free. This practice is in tune with the objectives of the college and care is taken that it is implemented strictly and appropriately.
4. The Practice To put in practice the above idea the institution has framed a policy in this regards and makes arrangement in advance of adhoc teachers to conduct teaching work during free lectures. Firstly, when this practice was introduced all the regular teachers were informed that whenever they take leave (Causal as well as On Duty Leave) they are supposed to inform the respective incharge of this practice on prior day so that arrangement of adhoc teachers to conduct free lectures can be done well in advance. However, sometimes in urgency teachers inform about their leave on the very day in such cases lectures are laddered up and arrangements are done on the spot. Also, when it is not possible to make on the spot arrangement, especially for the first lecture, the Principal himself conducts the lecture and makes sure that no class is left unattended. Adhoc teachers for Accounting and Statistics are called on pay basis. Accounting and Statistics are such subjects in which maximum number of examples can be done and thus the mechanism of no free lectures runs smoothly.
5. Evidence of Success The evidence of success can be observed from the fact that if this mechanism is not framed then it is possible that free students may disturb other classes or sent home. However, now students are well aware about this practice hence they do not leave the classrooms and wait for the proxy teachers to come and engage their lecture. This practice is adopted at school level but quiet difficult at college level. However, the Principal have tactfully adopted this practice and is running successfully.
6. Problems encountered Problem do

arise when the teacher is on leave in emergency and informs the in-charge of this practice on phone on the very day. In less period of time the local adhoc teachers are to be immediately called upon. Besides, if the college is informed on the prior day the question of on the spot arrangement does not arise. The vice-principal and one clerk are given the responsibility of arranging lectures therefore there is no confusion, overlapping and any misunderstanding in communication

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

https://shahnhcc.com/uploads/document/notice_1AvORSAG1656583336.pdf

7.3 – Institutional Distinctiveness

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

the institution is focusing on overall development of all the student especially girl students to make them aware of the importance of being educated, self reliant, confident, and can take care of themselves at crucial times .special programs aimed at enhancing their will power , strength, confidence are planned like, karate coaching ,yoga practice, and involving them in rally's, skits, like beti bachao beti padao, importance of personal hygiene, awareness programs on female feticide, conducting lectures on woman health by inviting lady doctors, to conduct health check up etc. They are also encouraged to participate in competitions and given lead roles in gatherings, functions, to bring in them the organizational skills, This is how the institution aimed at overall development of girl students and its working very well, as we can notice the increasing no of girl student's strength every year, and the pass percentage of girl students is also more than the boy students.

Provide the weblink of the institution

https://shahnhcc.com/uploads/document/notice_HtaEjxdL1656759348.pdf

8.Future Plans of Actions for Next Academic Year

1. Introduction of new vocational courses. 2. Enhancing academic excellence. 3. Efforts for financial support from various govt. and non govt. funding agencies for the betterment of academic, research and physical facilities in the institution. 4. Development of skills of the students by inculcating core values among them through value based education. 5. Enhancing social compatibility of students by giving better opportunity of social interaction through activities of NSS, sports and cultural activities. 6. Enhancement of infrastructural facilities like construction of new computer lab. Digital e- Library , Smart Classroom , Eco Club Startup . etc. 7. To purchase recent subjects related books, e-books, journals, ejournals and magazines. 10. To enhance sports infrastructure. 11. Encouraging teachers and students for research activities like to organize and to participate in state or national level seminars, conferences, workshops, etc. 12. Plantation of more trees and plants for the greenery and beautification of campus. 13. Filling of vacant posts. 20. To sign MOUs with various agencies or institutions 21. To organize inter college sports competitions. 22. To organize educational, religious and historical tours for students and staff.