The Annual Quality Assurance Report (AQAR) of the IQAC
Academic Year- July 1, 2014 to June 30, 2015

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

1. Details of the Institution

1.1 Name of the Institution

> SHAH N.H.COMMERCE COLLEGE, VALSAD

1.2 Address Line 1

> COLLEGE CAMPUS, SHREE MORARJI DESAI NAGAR

Address Line 2

> P.B. NO : 48

City/Town

> VALSAD

State

> GUJARAT

Pin Code

> 396001

Institution e-mail address

> shahnhcc@yahoo.com

Contact Nos.

> 02632 - 254224

Name of the Head of the Institution:

> Prin. Dr. J.M.Naik

Tel. No. with STD Code:

> 02632 - 254224

Mobile:

> 9428022524

Name of the IQAC Co-ordinator:

Mr. K.H.Purohit

Mobile:

9429446590

IQAC e-mail address:

kirankumarpurohit@yahoo.com

1.3 **NAAC Track ID** (For ex. MHCOGN 18879) GJCOGN13871

1.4 **NAAC Executive Committee No. & Date:**
   (For Example EC/32/A&A/143 dated 3-5-2004.
   This EC no. is available in the right corner- bottom
   of your institution's Accreditation Certificate)

EC(SC)/05/RAR/070 Dated 03-03-2015

1.5 Website address:

www.shahnhcc.com

Web-link of the AQAR:

http://shahnhcc.com/AQARs.htm

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	2.44	2009	5 Years
2	2nd Cycle	B	2.62	2015	5 Years
3	3rd Cycle	-	-	-	-
4	4th Cycle	-	-	-	-

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

06/07/2009

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

2014-2015

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 2014-2015 submitted to NAAC on 30/12/2017

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)   .   **NIL**

1.12 Name of the Affiliating University *(for the Colleges)*   Veer Narmad South Gujarat University, Surat,Gujarat

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

Autonomy by State/Central Govt. / University	**NIL**		
University with Potential for Excellence	NIL	UGC-CPE	NIL
DST Star Scheme	NIL	UGC-CE	NIL
UGC-Special Assistance Programme	NIL	DST-FIST	NIL
UGC-Innovative PG programmes	01	Any other (*Specify*)	NIL
UGC-COP Programmes	NIL		

2. IQAC Composition and Activities

2.1 No. of Teachers	04
2.2 No. of Administrative/Technical staff	01
2.3 No. of students	01
2.4 No. of Management representatives	01
2.5 No. of Alumni	01
2. 6 No. of any other stakeholder and community representatives	-
2.7 No. of Employers/ Industrialists	-
2.8 No. of other External Experts	01
2.9 Total No. of members	09
2.10 No. of IQAC meetings held	03

2.11 No. of meetings with various stakeholders: | - | No. | 03 | Faculty | 03 |

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

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

If yes, mention the amount | 3,00,000/- |

2.13 Seminars and Conferences (only quality related)

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

Total Nos. | 11 | International | - | National | -- | State | - | Institution Level | - |

(ii) Themes

> Career Guidance Seminar
> Mock interview round
> Emerging Trends in Marketing & Finance
> IAS Exam Seminar
> Tourism Management Seminar
> Right to Information Act
> Resume Presentation
> Growth and Challenge in E Business E Banking & E Auction

2.14 Significant Activities and contributions made by IQAC

> Order for new books for Book Bank Facility
> Encourage teachers to use ICT Equipment for Teaching
> Encourage teachers to attend Seminars and Conference

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
Annexture-(i)	Regular classes were conducted along with co-curricular and Extra- curricular activities to inculcate values, develop skills and overall development of students.

* 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

| The Management approved the plan of action. |

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	02	-	-	-
UG	02	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	02	-
Others	-	-	-	-
Total	**04**		**02**	**-**

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

Pattern	Number of programmes
Semester	√
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.

> Syllabus as per Veer Narmad South Gujarat University, Surat, Gujarat

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

> Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
17	17	-	-	-

2.2 No. of permanent faculty with Ph.D.

03

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
17	-	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

22		-		Temporary-03

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	17	17
Presented papers	01	01	01
Resource Persons	-	-	-

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

> ➢ Use of ICT in Teaching & learning classes are equipped with Digital Podium
> ➢ Group Discussions
> ➢ Using of informative CDs
> ➢ Power – point Presentations, Educational Tours
> ➢ Library assignments, Case study, Business Games, Guest lectures

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

184

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

Examination conducted as Per University rules

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

-	0	5

2.10 Average percentage of attendance of students

90%

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.Com Semester-6	406	-	43	139	01	45.07
M.Com Semester- 4	59	-	16	30	04	84.75
	-	-	-	-	-	-

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

- The college monitors and evaluates the Teaching & Learning process by internet & external examinations, IQAC also discusses about the students performance in its meetings thereby Principal & Head of the Departments are much aware of it. Remedial Measures are taken accordingly.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	03
Summer / Winter schools, Workshops, etc.	-
Others	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	03	-	-	11
Technical Staff	-	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

- Internet facility in Library, Printing facility
- Three Computers
- Scanner in Library
- Computer with internet facility in staff room.
- Laptop, Pen-drives are provided to faculties
- Teachers are granted leave to attend Seminar & Workshops
- Teachers are provided facility to purchase books and other information required for research activity.

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	-	-	06	-
Outlay in Rs. Lakhs	-	-	9,70,000	-

3.4   Details on research publications

	International	National	Others
Peer Review Journals	02	01	-
Non-Peer Review Journals	05	01	-
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	06	UGC	9,70,000	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total	06	-	9,70,000	

3.7 No. of books published   i) With ISBN No.   04   Chapters in Edited Books   -

ii) Without ISBN No.   -

3.8 No. of University Departments receiving funds from

UGC-SAP   -   CAS   -   DST-FIST   -

DPE   -   DBT Scheme/funds   -

3.9 For colleges   Autonomy   -   CPE   -   DBT Star Scheme   -

INSPIRE   -   CE   -   Any Other (specify)   -

3.10 Revenue generated through consultancy   -

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	-
Sponsoring agencies	-	-	-	-	-

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

3.13 No. of collaborations   International   -   National   -   Any other   03

3.14 No. of linkages created during this year   -

3.15 Total budget for research for current year in lakhs :

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

Total | 9,70,000 |

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 | 01 |

who are Ph. D. Guides

and students registered under them | NIL |

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

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

JRF | - | SRF | - | Project Fellows | - | Any other | - |

3.21 No. of students Participated in NSS events:

University level | 02 | State level | 20 |

National level | - | International level | - |

3.22 No. of students participated in NCC events:

University level | 12 | State level | - |

National level | - | International level | - |

3.23 No. of Awards won in NSS:

University level | - | State level | 01 |

National level | - | International level | - |

3.24 No. of Awards won in NCC:

University level	-	State level	-
National level	-	International level	-

3.25 No. of Extension activities organized

University forum	-	College forum	-		
NCC	YES	NSS	YES	Any other	-

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

NSS unit of our college organizes below mentioned programmes every year:
- Blood donation camps
- AIDS awareness camps
- Collection of Funds on Blind Day Celebration
- Tree Plantation on hills and other areas
- Thalassemia and Sickle Cell check-up camps
- Free eye check-up and free spectacle distribution camps
- Public Awareness Rallies to save environment, girl child, cultivate extra reading habit, etc.
- Celebrate teachers day, Swami Vivekanand Week, Poet Narmad Week, Consumer Awareness Week, Traffic Sense Awareness Week, etc.
- Visit to old age home
- Residential camp in interior villages of Valsad district (Seven days)

NCC cadets render their services in different activities like:
- Celebration of national festivals on the campus and at district level
- Give service as volunteers in different Government programmes, blind school, school for Differently - Abled, etc.
- Public Awareness Rallies
- Service as Guard of Honour

In addition to these activities, the Youth Red Cross Services, cultural activities and other committees also help in achieving the overall development of a student as a good citizen.

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	247719	-	Management	247719
Class rooms	22	-	Management	22
Laboratories	-	-	-	-
Seminar Halls	01	-	Donation	01
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	As per Books of Accounts	52	UGC	52
Value of the equipment purchased during the year (Rs. in Lakhs)	As per Books of Accounts	1,65,500	UGC	1,65,500
Others				

4.2 Computerization of administration and library

> ➢ Library committee framed new goals to enhance facilities in the library.
> ➢ More books were added for Book Bank Facility.
> ➢ More reference books were purchased.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	47161	45,32,653= 79	4982	5,37,249=00	52143	50,69,902=79
Reference Books	-	-	-	-	-	-
e-Books	-	-	-	-	-	-
Journals	-	-	54	18,354=00		
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	39 (DONATED)	4,518=00	-	

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	73	26	17 (BSNL)	03 library	21	08	01	14 (class rooms)
Added	-	-	-	-	-	-		
Total	73	26	17	03 library	21	08	01	14 (class rooms)

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

> ➢ Counselling in all classes about Computer Centre
> ➢ Training to Teachers about operating Digital Podiums in class rooms
> ➢ Training to administrative staff

4.6 Amount spent on maintenance in lakhs :

   i) ICT
   ii) Campus Infrastructure and facilities
   iii) Equipments
   iv) Others

Total :

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> ➢ We write letters to students
> ➢ Group SMS are done
> ➢ Notices are kept on Notice Boards of each committee
> ➢ Central Mike System
> ➢ College website

5.2 Efforts made by the institution for tracking the progression

> ➢ SMS to past students
> ➢ Alumni Gathering

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1638	139	-	-

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

Men

No	%
N.A.	

Women

No	%
N.A.	

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
658	57	230	439	02	1386	813	71	335	417	02	1638

Demand ratio   100%   Dropout % U.G.: 6.05, P.G. : 6.12

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

> ➢ Career Guidance Seminar on 23rd August 2014
>
> ➢ IAS Exam Seminar on 7th to 9th February ,2015

No. of students beneficiaries | 200 |

5.5 No. of students qualified in these examinations: Information Not Available

| NET | - | SET/SLET | - | GATE | - | CAT | - |

| IAS/IPS etc | - | State PSC | - | UPSC | - | Others | - |

5.6 Details of student counselling and career guidance

Career Guidance and Placement Cell is formed and organizing various programmes for guiding students to appear for competitive and entrance exams.
Career guidance cell of the institute organize programmes which educated students on
the job market requirements and demands. Representatives from different recruitment agencies are permitted to meet students with an intention to enhance their interview skills. Mock interview rounds are organized to train the students to face any interview with self-confidence.

No. of students benefitted | 250 |

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
-	-	-	-

5.8 Details of gender sensitization programmes

Classes for Rangoli, Fabric Paining , Pot Decoration, Class for Bridal Mehndi was Organised

5.9 Students Activities

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

State/ University level [156]   National level [-]   International level [-]

No. of students participated in cultural events

State/ University level [12]   National level [-]   International level [-]

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

Sports : State/ University level [-]   National level [-]   International level [-]

Cultural: State/ University level [-]   National level [-]   International level [-]

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	786	34,50,734
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11   Student organised / initiatives

Fairs   : State/ University level [-]   National level [-]   International level [-]

Exhibition: State/ University level [-]   National level [-]   International level [-]

5.12   No. of social initiatives undertaken by the students   [100 (NSS)]

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 provide opportunities of Higher Education in Commerce stream to the youth of surrounding areas without any distinction of caste, creed, religion, community or class.
- To endow them with knowledge and skill which will enable them to meet the challenges of the modern world and make them economically self reliant.
- To impart value based education to the students, to make them aware of their own potentialities and to develop the quality of entrepreneurship in them as propounded in our emblem ¨साहसे श्रीः प्रतिवसति¨ which means *"Prosperity lies in enterprise"*.

Mission:
- To encourage qualities of leadership, self confidence and patriotism in them and to inculcate the sense of social obligations so as to make them good citizens and honest and truthful Indians.
- To provide guidance and help to the students in their overall development through academic as well as co-curricular and extracurricular activities since *"Every student is special"* for Shah N. H. Commerce College.

6.2 Does the Institution has a management Information System

YES

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

6.3.1 Curriculum Development

The college does not have liberty to make changes in the University 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.

6.3.2 Teaching and Learning

During the last three years all classrooms and seminar hall are equipped with projectors, digital podium, visualizers and sound systems. All faculty members are allowed to use microphones, laptops, etc. to facilitate teaching and learning process. Computer with internet connection is installed in the college library to enhance the availability of knowledge resources.

6.3.3   Examination and Evaluation

The university prepares an academic calendar consisting of annual teaching plan, semester-wise teaching plan and schedule of internal and final examinations. The college follows this plan and prepares its own academic calendar accordingly. Every teacher, under the leadership of the head of the department of their respective subject, prepares their personal teaching plans as well as action plans and accordingly completes the curriculum course. As far as evaluation schedules are concerned, the dates of internal and additional examinations are finalized at the beginning of every semester and the dates of final examinations are declared by the university.

6.3.4   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 . Facilities like purchasing books on researchers recommendation, allowing them to use the computer and internet in the college computer lab and library, etc. are offered to them. If the institution received any news or updates concerning to researchers, it is made sure that every researcher is conveyed the same. Even gthe researchers are free to purchase reference books and any other reading material and the cost is borne by the college.

6.3.5   Library, ICT and physical infrastructure / instrumentation

As and when a necessity arises, the college upgrade 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. Equipments that support teaching and learning activities like computers, laptops, scanners, printers, etc. are regularly maintained and upgraded. INFLIBNET was installed in the college to support research
students. BISAG is introduced.
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

6.3.6   Human Resource Management

Work-load is calculated every year and vacant post as well as surplus list is sent to Higher Education Department as well as University. As per the requirements arrangements are done for recalling surplus teachers, transfer of other teachers from other colleges are done. Adhoc teachers as well as administrative staff are called upon if required.

6.3.7 Faculty and Staff recruitment

Faculty and staff recruitments are done as per the rules and regulations of Veer Narmad South Gujarat University and vide the statutory orders of the Government of Gujarat

6.3.8 Industry Interaction / Collaboration

Collaborations and Formal MOUs with following industries and institutions are made :
➢ Maa Foundation, Vapi
➢ Career Management Institute, Valsad
➢ Vasudhara Diary, Alipore
➢ Junior Chamber International, Valsad
Collaboration with these firms helps in the smooth functioning and organizing of the outreach programmes and extension activities planned by the college. Academy-Industry Meet was organized

6.3.9 Admission of Students

➢ Admission conducted as per the University norms and Government orders
➢ Admission for both UG and PG is done Online by the University
➢ Admission for Management and Community seats are also done as per the University norms.
➢ Strict Transparency and admission rules are adhered to by the College

6.4 Welfare schemes for

Teaching	There is a teacher's credit co-operative society in our college. 88.88% of our staff members are members of this society. Group insurance policy Free computer literacy
Non teaching	Group insurance policy Free computer literacy
Students	Providing government free ships and scholarships to students belonging to economically weaker sections. ➢ Provide monetary help to students belonging to economically weaker section but bright academically. ➢ Free computer literacy to students from economically weaker sections. ➢ Giving sets of free books from the college Book Bank to needy students.

	➢ Run remedial coaching classes for slow learners. ➢ Conducting mandatory medical checkups of students every year. ➢ Organizing programs for career guidance, personality development, soft skill development, developing interview skills, etc. ➢ Give cash awards to students who excel in academic, co-curricular and extra-curricular activities.

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	Knowledge Consortium of Gujarat(KCG)	Yes	Principal
Administrative	Yes	Knowledge Consortium of Gujarat(KCG)	Yes	Principal

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?

Examinations are conducted as per University norms and regulations

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

N.A.

6.11 Activities and support from the Alumni Association

> Provides career counselling to students
> Train students for cultural programs
> Help students in sports events
> Pot decoration, Glass painting, Poster making, Mehendi, Rangoli, Candle decoration, etc. classes for girl students are run with the support and co-operation of past students.
> Our past students help in running remedial coaching classes for slow learners.
> Donations in cash and in form of books are also received from the members of Alumni Association

6.12 Activities and support from the Parent – Teacher Association

> Parents attend admission counselling meeting of Principal
> Parents co-operate in regards to maintaining Discipline in the college
> They provide their contributions in social service programmes .
> They attend Prize distribution and Annual Day at the college
> They provide their valuable suggestions and opinion to the college

6.13 Development programmes for support staff

NIL

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

> The institution maintains economical use of papers for administrative works
> There are 13,000 trees in our campus and more and more trees are planted each year by NSS

Criterion – VII

7. Innovations and Best Practices

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

> **Pustak Parab**
>   One   innovative idea was put into practice by inaugurating "PUSTAK PARAB" (Book Hut) on 11th December   2014. Under this project students/teachers can select any book and take it home to read. After reading they can keep the book back in the rack or can even keep it with them forever. The aim of the project is to inculcate reading habit among the students and teachers. Many people from Valsad city, students and teachers donated books for this purpose.

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

> The plan of action conceived during the beginning of the academic year has been successfully initiated and completed accordingly

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

> * True Condolence and Remembrance: Value Inculcation
> * Making Most of Time: No Free Lectures

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

7.4 Contribution to environmental awareness / protection

> * Poster making, Drawing competitions on Environmental Awareness were organized
> * Tree Plantation Programme by NSS was organized
> * Cleanliness drive on campus
> * Celebration of Cleanliness day in the college

7.5 Whether environmental audit was conducted?   Yes | - | No | √ |

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

Strengths:

➢ Full Co-operation from management, staff and students to organize co-curricular & extra- curricular activities for overall development of the students.

➢ The Principal have created a good work culture among students, faculties and Administrative Staff.

➢ Maximum utilization of grant received from UGC

➢ Provide reference books for all subjects as well as soft skills & reading material for NET / SLET and other competitive exams

➢ Modern Infrastructure facilities on the campus

➢ Active and enthusiastic NSS , NCC and Youth Red Cross units

➢ Pollution free environment on the college campus with 13,000 trees
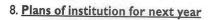
Weaknesses:

➢ Poor Socio-economic background of majority students

➢ Poor communication skills of students in English

➢ Limited placement facilities

Opportunities:

➢ Vast scope of starting various Job- Oriented courses

➢ Opportunities to promote research activities are available

Challenges/Threats:

➢ Other Self Finance Colleges in nearby areas.

➢ Since 1998 inadequate recruitment of teachers and Administrative staff in grant-in-aid colleges

8. Plans of institution for next year

- ➤ Identify more and more students and prepare them for UPSC/GPSC,NET/SLET, and other competitive exams

- ➤ Provide training to teaching staff for effective implementation of the Quality Assurance Procedures

- ➤ We plan to add more computers to our computer centre.

- ➤ Encourage our teachers to initiate Major Research Projects

- ➤ Green Initiatives: 1.Solar Panels to harness solar energy.

    2. Paperless communication

    3. Total LED lighting in all classrooms

Name _K.M. Purohit_

Signature of the Coordinator, IQAC

Name _Prin Dr. J.M. Naik_

27/12/2014

Signature of the Chairperson, IQAC
PRINCIPAL,
SHAH N. H. COMMERCE COLLEGE,
VALSAD.

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Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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Shah N.H.Commerce College, Valsad
Academic calender
Year – 2014-2015

Month		Particulass
July	1	Admission Process
	2	Councelling
	3	Seminar for Student (Debate Committee)
	4	Guest Lectures (Soft Skill)
	5	Debate Competition
August	1	Blood Donation
	2	Debate Competition
	3	Seminar for Students
	4	Indor Games Competition Viz, Table Tennis-Badminton-Chess-Carrum
	5	Guest Lectures
September	1	Teacher's Day Celeberation
	2	Debate Competition
	3	Essay writing Competition
	4	Collection for Blind day Celebratio
	5	Songs Competition
	6	Students's Council Election
	7	Budget Meeting
October	1	University Exam as well as college Internal Exam
	2	Assignment work
	3	Assessment and Supervision work
November	1	Diwali Vacation
	2	N.S.S. Camp for 7 days
December	1	Debate Competition
	2	Blood Donation
	3	One day Seminar for Studentd
	4	Outdoor Games Campetition Viz, Cricket, Hocky, Vollyball, Kho-kho, Kabbadi etc.
January	1	Practice for Athlentic Meet
	2	Youth Festival
February	1	Internal Examination
	2	Assignment work
	3	Annual Day Celeberation
	4	Prize Distribution
	5	Sport Day Celeberatio
March & April	1	University Examination
	2	Supervision & Assessment
March &2 April	1	Summer Vacation & F.Y.B.Com Admission Process