



C.C.SHETH COLLEGE OF COMMERCE

(RUN BY VIDYABHAVAN TRUST)
NAAC ACCREDITED (CGPA-2.69)

THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC (2017-18)



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C.C.SHETH COLLEGE OF COMMERCE

NAV GUJARAT CAMPUS, ASHRAM ROAD, AHMEDABAD-380 014

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NAAC RE-ACCREDITED-B (2.69)

The Annual Quality Assurance Report (AQAR) of the IQAC (YEAR-2017-18)

Part-A

1. Detail of the Institution

1.1 Name of the Institution

C.C.SHETH COLLEGE OF COMMERCE

1.2 Address Line 1

Navgujarat Campus

Address Line 2

Ashram Road

City/Town

Ahmedabad

State

Gujarat

Pin Code

380014

Institution e-mail address

principalccsheth@gmail.com

Contact Nos

079-27542761

Name of the Head of the Institution

Prin.(Dr) D.S Mistry

Tel. No. with STD Code

079-27542761

Mobile

Name of the IQAC Co-Ordinator

Mobile:

IQAC e-mail address

1.3 NAAC Track ID

(for ex.MHCOGN 18879)

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)

1.5 Website address

Web-link of the AQAR

1.6 Accreditation Details

Sl. No	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	75.65	2006	5 years
2	2 nd Cycle	B	2.69	2014	5 Years
3	3 rd Cycle				
4	4 th Cycle				

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

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

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

- I. AQAR Oct 2014-April 2016 (DD/MM/YYYY)4
 II. AQAR 2016-17 (DD/MM/YYYY)
 III. AQAR _____ (DD/MM/YYYY)
 IV. AQAR _____ (DD/MM/YYYY)

(Last assessment was done in Sept-2014. This is the third AQAR after the accreditation by NAAC in Dec.2014)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constitution College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(Eg. AICTE, BCI, MC, PCI, NCI)

Type of Institution co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC2 (f)UGC 12B

Grant-in-aid Self Fin Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (PhyEdu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

M.COM (P.G CENTRE)

1.12 Name of the Affiliating University (for the college)

Gujarat University, Ahmedabad

1.13 Special status conferred by Central/State Government—UGC/SIR/DST/DBT/ICMR etc.

Autonomy by State/Central Govt./University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes any other (Specify)

UGC-COP Programmes

2.IQAC Composition and Activities

2.1 No. of Teacher

2.2 No. of Administrative/Technical staff

2.3 No of student

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
Community representative

2.7 No.of Employers/Industrialists

2.8 No. of other External Expert

2.9 Total No. of members

2.10 No. of IQAC meeting held

2.11 No.of meeting with various stakeholders

No	<input type="text" value="-"/>	Faculty	<input type="text" value="04"/>
Non-Teaching Staff	<input type="text" value="02"/>	Student	<input type="text" value="02"/>
		Alumni	<input type="text" value="02"/>
		Others	<input type="text" value="-"/>

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos International National State

Institution Level

(II) Theme

(I) 'New Guideline of NAAC Accreditation' (Dt:15/2/2018) Prin(Dr)B.K.Jain
 (II) Research Methodology Workshop (Dt:19/12/2017) Dr.Parag Shah
 (III) GST- A Consumer's Perspective (Dt: 24/11/2017) Kabir Mansuri,CA
 (IV) Tax Planning 23/11/2017 Kabir Mansuri,CA

2.14

Significant Activities and contribution made by IQAC

- First Batch of P.G.Centre
- ☀ Established Smart Class
- Seminars For Students And Faculty
- Celebration of Women Improvement
- Social Welfare Activities-Strong Career and Placement cell
- Planned the Co-curricular and Extra –Curricular Activities
- Management of the Various Resources
- Placement Programme –NSS-Sports

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	Achievement
1. Admission Process	1. Online admission Centralized online process by Guj. Uni.&our college has been a help center
2. Different Committees Formation	2.Committees formed as under: (1)Saptadhara 7 Committees (2)Examination (3)NSS (4)Anti-raging Committee (5)Grievance Redressed Committee (6)CWDC- (7)Commerce Management Study Circle (8)SC/ST Cell (9)Sports (10)UDISHA-Placement Cell
3. Planning for AQAR	3.Submission of AQAR
4. Formation of student union	4. Students Union is Formed on Merit Basis as Per Uni.norms.
5. Student support and progression & scholarship	5. Scholarship program (Over and Above Govt Scheme) ❖ Widow mother's children of our college ❖ Minority girls ❖ Book Bank facility(for poor student) ❖ Sports Exemption form free ❖ Financial help to economically backward
6. Planning for teaching, Assignment, Examination	6.Assignment,teaching ,exam were taken as per University guideline
7. Arranging different activities	7. Study & industrial tour, Orientation programme, Career Counseling Work of Placement cell, Cultural Programme
8. Celebration of a Sport Day	8.A sports day for the students of all the colleges of Navgujarat Campus was arrange. • Student's participate in inter university competition.. • Arrangement of Sports day. • International Yoga Day.
9. Arranging an Annual Function & valedictory function	9.An annual function & prize Distribution,,parents are also invited to the annual function of the college
10. Arrenging seminar for the students	10. Students volunteer from F.Y to T.Y, M.Com student's participated and administrative, discipline, cleanliness various seminars and other Activities of the college

11. Faculty Development	11. Joint collaboration with different organization like KCG, ASC Guj. Uni, A'bad (i) 8 Faculties participated in FDP). (ii) Research based activities (Uni Phd Guide) No of students Registered – 10- Prin D.S. Mistry 04- Prof. R.V. Raval 06- Prof. J.P. Thakor 20 Total
12. Reforming exam system	12. Presentation, Viva, Group discussion etc. in this year 2016-17.
13. P.G Center	13. Produced First batch of P.G.M.COM
14. Students participation in local management	14. Joint work/ students are representative.
15. FDP	(i) Tax Planning Date: 23-11-17 Resource Person -Kabir Mansuri, CA (ii) GST-A Consumer's Perspective Date: 24-11-17 Resource Person -Kabir Mansuri, CA
16. RM workshop	Research Methodology Resource Person Dr. Parag Shah Date: 19-12-2017
17. IQAC seminar	New Guideline of NAAC Accreditation Resource Person- Dr. B.K. Jain Date : 15-02-2018
18. Publication	5-Books (Dr. A.B. Thakkar) 1-Book (Dr. R.V. Raval)
19. Participation (Faculty)	International, National, State, Local Conferences
20. IFDP	(1) Prin Dr. D.S. Mistry (2) Dr. A.B. Thakkar (3) Dr. J.P. Thakor

❖ *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 bod

Provide the details of the action taken

The management made some suggestion in the plans of next year which are going to be implemented by the college
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Part-B

Criterion-I

I. Curricular Aspects (2016-17)

1.1 Details about Academic Programs

Level Of the Programme	Number of existing Programme	Number of Programs added	Number of self-financing programs	Number of value added/career Oriented programs
PhD	-	-	-	-
PG	01	-	-	-
UG	01	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	02(TCS/JBS)
Others	-	-	-	-
Total	02	-	-	02

- 3 Faculty are recognized Ph.D guide (10+4+6= 20) scholars are reading for Ph.D degree

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

1.2(1) Flexibility of the Curriculum: CBCS/Core/Elective option/Open option

(2)Pattern of programs:

Pattern	Number of programs
Semester	02
Trimester	-
Annual	-

1.3 Feedback from stakeholders*

Alumni Parents Employer Students

(On all aspect)

Mode of feedback:

Online Manual Co-operating schools (for PEI)

**Please provide an analysis if the feedback in the Annexure 1.4 whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.*

The College follows the syllabus prescribed by Gujarat University, Ahmadabad. Two faculties of our college are the member of BOS. Considering the need of trade, commerce and industry, the college offers the Foundation and Soft Skill courses like, personality Development Indian constitution, Financial Services, Research skill, Disaster management, Environment, World Trade organization etc. College organizes seminar on various topics which is important for commerce after their graduation.

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

First Batch of P.G Centre (M.COM)
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Criterion-II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent facul

Total	Asst.Professors	Associate Professors	Professors	Others
13	02 01(DPE)	05	01 (Prin)	03 (Adhyapaksahayak) 01 part time

1-

2.2 No .Of permanent faculty with Ph.D.

09

2.3 No. Of Faculty Position Recruited (R) and Vacant (V) during the year.

Asst. Professors		Associate Professors		Professors		Others (Principal)		Total	
R	V	R	V	R	V	R	V	R	V
-	04	-	-	00	-	1	0	01	05

2.4 No. Of Guest and Visiting faculty and Temporary faculty

06

-

-

2.5 Faculty participation in conferences and symposia: **2016-17**

No. Of Faculty	International Level	Nation Level	State Level
Attended	06	26	11
Presented paper	10	35	-
Resource Persons	-	01	01

Faculty participation in conferences and symposia: **2017-18**

No. Of Faculty	International Level	Nation Level	State Level
Attended	03	02	02
Presented paper 06	06	24	04
Resource Persons	-	03	----
Paper Published	03	10	-----

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

- | |
|--|
| <ul style="list-style-type: none"> • Establishment Of Smart Class • Group Discussion • Study Tour • Guest Lectures • Use of IT • Assignment • Question Bank • Question Answer Session • Guidance/Special support to weaker students • Soft Skill Training by TCS |
|--|

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

204

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

- | |
|---|
| <ul style="list-style-type: none"> ❖ Internal exam evaluation of the students ❖ Two sets of question papers are drawn. One of them is selected by the principal ❖ Re-checking/Re-assessment is allowed. ❖ Mistakes in the answer books are discussed in the classroom. ❖ Model answer books are shown to the students. ❖ Question bank is prepared. |
|---|

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

02

2.10 Average percentage of attendance of student.

80%

2.11 Course/Programme wise distribution of pass percentage: 2017-18

Title of the Programmed	Total no. of students appeared	Division (No. of Students)				
		Distinction	I	II	III	Pass
F.Y.B.COM (sem-2)	1010	29	121	338	122	324
S.Y.B.COM (sem-3)	984	33	118	262	148	306
T.Y.B.COM (sem-6)	590	11	100	158	166	41
M.COM.(sem-1)	142	--	--	--	--	118
M.COM.(sem-4)	108	-----	25	42	HI Sec -20	12

2.12 How does IQAC Contribute/Monitor/Evaluate the teaching & Learning process:

- Fully equipped smart class was added for IT based technology.
- IQAC regularly meets and deliberates for improvement in the teaching-learning process.
- IQAC studies teaching-learning methods followed by other reputed institutions.
- IQAC discusses in the meeting with the staff and motivates to follow the methods.
- IQAC prepare an academic calendar in consultation with the faculty.
- Teaching-learning methods are evaluated by IQAC at regular intervals.
- IQAC takes into consideration the views of the faculty.
- The efforts are made to improve the process and to make it student friendly.
- IQAC seminar, subject, new guideline, NAAC. Resource Person : Prin.(Dr) B.K.Jain..

2.13 Initiatives undertaken towards faculty development

<i>Faculty/staff/Development Programme</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC-Faculty Improvement Programme	-
HRD programs	01
Orientation programme	-
Faculty exchange programme	-
Staff training conducted by the university	01
Staff training conducted by other institution (KCG)	10
Summer/Winter schools, Workshop, etc.	03
Others FDP,R.M,Local Workshop	03 (IFDP)
FDP (KCG)	02
College Organized Local FDP	03

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Position	Number of permanent position field during the year	Number of positions filled temporarily *
Administrative Staff	00	08	00	05 *
Technical Staff	00	01	00	01 *
Peon	02	04	00	02 *
Watchman	00	01	00	02 *

*(Recruited by Vidhyabhavan Trust)

Criterion-III

3. Research, Consultancy and Extension

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

<ul style="list-style-type: none"> ❖ Arrange College Level Program like –FDP, Workshop on Research Methodology & Guest Lectures ❖ NAAC-AQAR Awareness Program ❖ Established Fully equipped smart class ❖ IQAC motive the faculty to participate in faculty Development Programme workshop and Research Methodology etc. ❖ IQAC promotes & encourages research through regular discussion current scenario prevailing in the field of higher education ❖ Vidhyabhavan Trust has constituted a core research committee for the group of college managed by the trust. ❖ The committee constitutes of Principal, Ph.D. guides and members of IQAC. ❖ IQAC motivates the faculty for research. ❖ The lectures of eminent researchers are organized. ❖ The researchers are facilitated by the management ❖ IQAC recommends the institution to make the equipment and other material available for the researchers. ❖ The circulars regarding seminars, workshops, conferences, symposia etc. are circulated to the faculty.
--

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	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4 Details research publications

	International	National	Others
Peer Review Journals	02	01	-
Non-Peer Review Journal	05	04	-
e-Journals	02	01	-
Conference proceedings	06	24	04

3.5 Details on Impact factor publications:

Range Average h-inde Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organizations

Nature of the project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/college	-	-	-	-
Students research projects (other than compulsory by the University)	-	-	-	-
Any other (Specify)	-	-	-	-
Total	-	-	-	-

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

ii) Without ISBN No

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST

DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme

INSPIRE CE Any Other (specify

3.10 Revenue generated through consultancy -----

3.11 No. Of conferences organized

Level	International	National	State	University	College
Number	-	-	-	-	03
Sponsoring agencies	-	-	-	-	Self

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

3.13 No. of collaborations International National any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency From Management of University/College

Total

3.16 No.of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	
International	Applied	-
	Granted	
commercialized	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
01	-	-	-	01	-	-

3.18 No.of faculty from the Institution, Who are Ph.D Guides

and students registered under them

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

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

JRF SRF Project Fellow Any Other

3.21 No.of students Participated in NSS events:

University level State level
National level International level

3.22 No.of students Participated in NCC events

University level State level
National level
International Level

3.23No.of Awards won in NSS

(NSS-Best Volunter-Dhruv Patel)

University level	<input type="text" value="01"/>	State level	<input type="text" value="01"/>
National level	<input type="text" value="02"/>	International level	<input type="text" value="-"/>

3.24 No.of Awards won in NCC

(B-Certi)

University level	<input type="text" value="01"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.25No.of Extension activities organized

University forum	<input type="text" value="05"/>	College forum	<input type="text" value="20"/>
NCC	<input type="text" value="01"/>	NSS	<input type="text" value="55"/>
		Any other	<input type="text" value="-"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility 2017-18

- ❖ Celebration of Independence & Republic day.
- ❖ Celebration of Women improvement day.
- ❖ Celebration of Swami Vivekananda day.
- ❖ Patriotic song Competition.
- ❖ UDISHA activities.
- ❖ Strong Career & Placement Cells.
- ❖ N.S.S. Camp.
- ❖ Blood Donation camp.
- ❖ Health Check-up Camp.
- ❖ International Yoga Day.
- ❖ Cleanliness drives and organizes a rally on Cleanliness.
- ❖ State level debate competition.
- ❖ Co. Operative management training.
- ❖ Study tour to Ganpat University, Ahmadabad (2) Parul University (Vadodara).
- ❖ Yoga Day Celebration.

☀ **Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility 2017-18**

- ❖ Tree plantation program
- ❖ First Medical Responder Training.
- ❖ Celebration of Teacher's Day
- ❖ Celebration of Women's Day.
- ❖ Polio Campaign.
- ❖ Meditation for youth.
- ❖ First Aid awareness.
- ❖ Election awareness programme.

☀ **N.S.S. ACTIVITY**

- ❖ Annual Camp – Saretha
- ❖ Swami Vivekanand Centre
- ❖ Ayurved Camp – Gandhinagar District
- ❖ Red Cross Society – T.B. Awareness
- ❖ Yoga Day
- ❖ Gurupurnima
- ❖ Tree Plantation
- ❖ Education Fair
- ❖ GST Orientation
- ❖ Election Awareness
- ❖ Fund Collection For Flood Affected People
- ❖ World Tribal Day
- ❖ Visit to Mother Teresa Ashram
- ❖ Flag Hosting
- ❖ Swineflu Awareness
- ❖ Cleanliness Drive
- ❖ Seminar On Blood Donation
- ❖ Blood Donation Camp – Red Cross
- ❖ Suicide Prevention Day
- ❖ Essay Competition – Swachhata Abhiyan
- ❖ Poster Making & Designing
- ❖ Cartooning
- ❖ Script Writing
- ❖ Seminar On Youth For National Building
- ❖ Visit To Science Train
- ❖ Visit To Gujarat Vidyapith
- ❖ Visit To Andhjan Mandal
- ❖ Entrepreneurship & Education Awareness Program
- ❖ Seminar On Election Awareness & Orientation VVPAT
- ❖ Election Awareness Rally
- ❖ Visit To Doordarshan House
- ❖ Consumer Protection Training
- ❖ State Level Best Campus Ambassador Award
- ❖ Suicide Avoidance Program
- ❖ Worm Cloth Distribution Program
- ❖ Radio Visit 94.3 FM

Criterion-IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source Fund	of	Total
Campus area Carpet Area	Land 3686.35sq.mt 4492.20sq.mt Built up Area: 5551.72sq.mt	-	-	-	-
Class rooms	12	-	-	-	12
Laboratories	01	-	-	-	01
Seminar Halls	01	-	-	-	01
No.of important equipment purchased (≥1-0 lakh) during the current year.	-	-	-	-	-
ComputerPrinter	-	-	-	-	9250/-
Others		Smart Class	Self		

4.2 Computerization of administration and library.

- ❖ The administrative office is fully computerized.
- ❖ Accounting software is installed.
- ❖ The library is fully computerized.
- ❖ Soul 2.0.3.10 is upgraded.

4.3 Library services

	Existing		Newly Added		Total	
	No.	Value	No.	Value	No.	Value
Text Book	40640	7371503	1097	122813	41737	7494316
Reference Book	1236	1855417	257	114540	1493	1969957
e-Book (NLIST)	97000	SUBSCRIPTION THROUGH-KCG	3135000	SUBSCRIPTION THROUGH-KCG	-	-
Journals	70	78001	70	85801	-	-
e-Journals (NLIST)	6000	SUBSCRIPTION THROUGH-KCG	6000	SUBSCRIPTION THROUGH-KCG	-	5900
Digital Database	NLIST	SUBSCRIPTION THROUGH-KCG	NLIST	5900	3135000-EBOOK 6000-EJOURNAL	-
CD & Video	BOOK-212 BISAG-291	-	212+291	-	503	-
Others (specify) PBL	1020	117448	0	0	-	117448

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centers	Computer Centers	Office	Departments	others
Existing	06	02	06	01	02	06	COMMERCE	_____
Added	02	--	02	--	--	02	COMMERCE	-----
Total	08	02	08	01	02	08	COMMERCE	_____

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

❖ Use of computers and free access to internet is available to the teachers and the students.

4.6 Amount spent on maintenance in lakhs:

i) ICT	57,525/-
ii) Campus Infrastructure and facilities	47,722/-
iii) Equipment	24,411/-
iv) Others	-
Total	1,29,658/-

Criterion-V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- ❖ Vidhyabhavan Trust & C.C.Sheth College has jointly organized state level debate competition.
- ❖ Lunching of mobile app-EDU(Communication, collaborate, education)
- ❖ Mobile App and Whats App Group with students to share important of college.
- ❖ Enrich college website.
- ❖ PBL(poor boys library)
- ❖ Awareness about Govt.scholarship & Trust scholarship scheme.
- ❖ Result of Internal Exam is displayed on college notice board as well as on college website.
- ❖ IQAC forms various committees such as Career Counseling Cell, Placement Cell, Grievance Redressed Cell, and Women's Development Cell, Students union, students volunteer group etc.
- ❖ In an orientation programme for the first semester students, they are made aware of various student support services.
- ❖ Regular meeting of the IQAC with students union to share the ideas & views for the development of institution.
- ❖ Two members of the students union are the representative of IQAC.
- ❖ IQAC motivates the students to avail this service.
- ❖ Regular notices are circulated to the students.

5.2 Efforts made by the institution for tracking the progression

- ❖ Student volunteers are active in management of discipline and various co-curricular & extra-curricular activities.
- ❖ They also help administration work and in library whenever needed.
- ❖ Regular dialogue & discussion with the students.
- ❖ Through internal exam & result.
- ❖ Assignment, viva, critical thinking.
- ❖ Presentation by students.

5.3 (a) Total Number of students 2015-16

	UG	PG	Ph.D.	Others
2016-17	1687	123	-	-
	UG	PG	Ph.D.	Others
2017-18	1569	231	20*	-

*{(Ph.D) 10- DMS, 4- RVR, 6-JPT = 20}

(b) No. of students outside the state

(c) No. of international students

Men	No	%	Women	No	%
	-	-		-	-

Last Year (2016-17)					
General	SC	ST	OBC	Physically Challenged	Total
1050	282	03	351	01	1687

Demand ratio 100%

Dropout% 6.99%

Last Year (2017-18)					
General	SC	ST	OBC	Physically Challenged	Total
869	279	5	415	01	1569

5.4 Detail of student support mechanism for coaching for competitive examinations (if any)

- Books on competitive exams have been purchased in the college library for the students.
- Experts & distinguished person from well known institution are invited to guide the students.
- Seminar on “Scope, Operation and Guidance for UPSC/GPSC Examination
- M.O.U. with TCS/JBS.
- Notice board exhibition

No. of student's beneficiaries

119

5.5 No. of students qualified in these examinations

(Data Not available)

NET	-	SET/SLET	-	GATE	-	CAT	-
IAS/IPS etc.	-	State PSE	-	UPSC	-	Others	-

5.6 Details of students counseling and career guidance

C.C.SHETH COLLEGE OF COMMERCE					
UDISHA-2017-18					
(A) PLACEMENT					
		STUDENTS PARTICIPATED	COMPANY'S NAME	DATE	REMARK
(1)	PLACEMENT DRIVE BY TCS	90	TCS	20 DEC,2017	3 STUDENTS SELECTED
(2)	SOFT SKILL TRAINING UNDER CSR BY TCS	45	TCS	9 TH JAN TO 8 TH FEB 2018	-----
(3)	19 FEB 2018 TO 23 FEB 2018	180	(1) S.S.R INDIA	19 FEB 2018	
	-----	-----	(2)ICICI PRUDENTIAL LIFE INSURANCE	20 FEB 2018	10 STUDENTS SELECTED FOR PRUDENTIAL LIFE INSURANCE CO.
	-----	-----	(3)JBS Academy	21 FEB 2018	-----
	-----	-----	(4)SWADHAR FINSERVE PVT.LTD	22 FEB 2018	01
	-----	-----	(5)JOB STATION	23 FEB 2018	71 STUDENTS SELECTED FOR VARIOUS BANKING SERVICES BY JOB STATION
(4)	CAMPUS PLACEMENT DRIVE BY TCS AT GARIMA PARK, GANDHINAGAR	34	TCS	28 FEB 2018	14 STUDENTS SELECTED
(5)	PLACEMENT DRIVE BY ICICI PRUDENTIAL LIFE (2 ND ROUND) & JOB STATION (2 ND ROUND)	48	ICICI & JOB STATION	19 &20 MARCH 2018	3 STUDENTS SELECTED ICICI & 35 SELECTED BY JOB STATION
(6)	PLACEMENT DRIVE BY RELIANCE CAPITAL & HELLOLOADS	10	RELIANCE CAPITAL	10 APRIL 2018	-----

(B) SEMINAR & TRAINING				
		GUEST & SPEAKER	DATE	
1	“THE FUTURE OF RETAIL BUSINESS” AT AMA	MR.DARSHAK MEHTA (VICE PRESIDENT RELIANCE RETAILS)	8 DEC 2017	20 STUDENTS PARTICIPATED
2	QUIZ ON “FINANCIAL SECTORS” BY NSE	-----	3 RD JAN 2018	89 STUDENTS PARTICIPATED
3	SEMINAR ON “COMPETITIVE EXAM” BY BANKING ACADEMY	-----	11 TH JAN 2018	119 STUDENTS PARTICIPATED
4	SOFT SKILL TRAINING UNDER CSR BY TCS	-----	9 TH JAN TO 8 TH FEB 2018	45 STUDENTS PARTICIPATED

✿ **Placement cell**

Name of the company	No.of Students were Selected
TCS	17 students were selected
ICICI BANK	13 students were selected
Job Station	71 students were selected (1 st round)
Job Station	35 students were selected (2 nd round)
Swadhar	01 students were selected
TOTAL	137 (One Hundred Thirty Seven)

✿ **The following counseling services are available to the students.**

1. Academic Counselling
 - ✓ Tips to improve the results.
 - ✓ Special attention to slow learners.
 - ✓ Guidance and encouragement to advanced learners to achieve results.
2. Personal Counselling
 - ✓ Counseling to the children of widow mothers.
 - ✓ Students with serious health issues.
 - ✓ Counseling to minimize the drop-out ratio.
 - ✓ Meeting with the parents of irregular students.
3. Psycho-Social Counseling
 - ✓ Gender issues
 - ✓ Stress management
 - ✓ Secularism
 - ✓ Environmental issue
4. Career Guidance
 - ✓ Based on aptitude of the students
 - ✓ Guidance on professional courses like CA, CS, ICWA etc.
- 5.Special Guidance
 - ✓ The Students who have completed their schooling in Gujarati Medium & have to opted for English Medium in the College.

No. of students benefitted 140

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
(2015-16) 04	180	56	-
(2016-17)	200	85	-
(2017-18)-07	407	140	-

5.8 Detail of gender sensitization programmes.

* Orientation meeting -78 girls.(Participate)
* Mahendi competition – 12 girls .(Participate)
* Hindu Adhyatmik fair- 34 girls .(Participate)
* Hygienic work shop- 78 girls .(Participate)
* Self defense workshop – 54 girls .(Participate)
* Yoga workshop -90 girls .(Participate)
* Woolen/ Mirror work shop -90 girls .(Participate)
* Food festival – 18 girls .(Participate)
* Pratibha session-1
* Celebration of women Empowerment Day.
* Organized a rally.
* Training in judo & karate.
* Lectures & training in Yoga.
* Celebration of Women’s Day.

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

State/University level National level International level

No. of students participated in cultural events

State/University level National level International level

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

Sports: State/University level National level International level

Cultural: State/University level National level International level

5.10 Scholarship and Financial Support (2017-18)

	Number of students	Amount
Financial support from institute	02	14500/-
Financial support from government SC SEBC	382	185460/-
Financial support from other sources	_____	_____
Number of students who received International / National recognitions 9 students(7 B Com+ 2 M Com)	09	_____

5.11 Student organized/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

- ❖ Ground & Equipment
- ❖ Effective Placement cell.
- ❖ Elements.
- ❖ Smart class.
- ❖ Extension
- ❖ CWDC Activities
- ❖ NSS Camp
- ❖ Blood donation camp
- ❖ First-Aid awareness
- ❖ Cleanliness
- ❖ Tree plantation program
- ❖ Celebration of women's day
- ❖ Election awareness program

Criterion-VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

“FREEDOM THROUGH KNOWLEDGE”

Mission

- ✓ To Prepare Commerce Graduates competent to contribute effectively to the needs of the World of Trade and Commerce.
- ✓ To nurture the qualities of large-heartedness & open-mindedness through the teaching-learning process.
- ✓ To motivate awareness about the importance of ‘LEARNING’, to up-grade receptivity.
- ✓ To produce free and fearless young graduates for society.

6.2 Does the Institution has a management Information System

Yes

- ✓ Information about the accounts and finance on monthly basis.
- ✓ Information about the maintenance of infra-structure on weekly basis.
- ✓ Review of budget versus actual expenses on monthly basis and so on.

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

6.3.1 Curriculum Development

- ✓ The institution is affiliated to Gujarat University; the institution follows the course and syllabus designed by Gujarat University.
- ✓ Considering the need of industry, commerce, trade, the institution offer the foundation & soft skill course such as WTO, Environmental studies, Research Skill & Personality Development etc.
- ✓ Our faculty Prof.J.P.Thakor (sport) is members of BOS Guj. Uni. They have played an active role in designing curriculum under CBCS.
- ✓ UGC-NET for division in syllables of UGC-NET (Commerce) (Prin.D.S.Mistry)

6.3.2 Teaching and Learning

- ✓ Established fully equipped smart class.
- ✓ Development of teaching plan.
- ✓ Classroom teaching-question answers session.
- ✓ Use of PPT.
- ✓ Audio-Video-BISAG-Sandhan.
- ✓ Semester wise Academic calendar is prepared.
- ✓ Promoting the use of internet which is available to the students.
- ✓ Study tour.
- ✓ Division of syllabus among the faculty.
- ✓ Reference books are made available to the students.

6.3.3 Examination and Evaluation

- ✓ Examination committee is formed.
- ✓ Schedule for internal examination is circulated in advance.
- ✓ Assignment.
- ✓ Timely evaluation of answer books.
- ✓ Declaration of results on Website.
- ✓ Presentation by students.
- ✓ Question-Answer discussion.
- ✓ Assignment, Presentation

6.3.4 Research and Development

- ✓ Facilities for research like internet, journal, magazines, and Ph.D. thesis are available.
- ✓ Paper presentation & publication.
- ✓ The institution promotes research and facilitates the researchers.
- ✓ Training programme for the staff.
- ✓ Arranging lectures of eminent researchers' (Guest Lecture).
- ✓ IQAC program, Motive faculty to participate in conference & seminar, FDP Training & program etc

6.3.5 Library, ICT and physical infrastructure/instrumentation

- ✓ New fully equipped smart classroom.
- ✓ The college follows the rules & regulation of Govt.of Gujarat & Guj.Uni.
- ✓ E-book (NLIST), e-journals, digital database, text book reference books, journals, CD&Video etc.
- ✓ The college utilizes the funds allocated by UGC and Government of Gujarat.
- ✓ Yoga Room, UGC Resource Centre, Audio-Visual Room, BISAG, Sandhan etc. apart from the library.

6.3.6 Human Resource Management

- ✓ Training program for teaching and administrative staff.
- ✓ Allocation of work.
- ✓ Hiring staff as and when needed by management..
- ✓ Guest Lecture
- ✓ Motive staff to attain FDP, UGC, KCG & other institutional program.

6.3.7 Faculty and Staff recruitment

- ✓ By Govt. of Gujarat & Management.
- ✓ The college is a Grant-in-Aid institution and the rules and regulation for the recruitment of the staff the framed by the Government of Gujarat.
- ✓ The college has no role in framing the recruitment policy.
- ✓ However, the institution engages the competent and qualified faculty on the vacant post which are not filled by the government.
- ✓ Visiting staff recruited by our Vidhyabhavan Trust

6.3.8 Industry Interaction/Collaboration

- ✓ The institution invites the industry to have interaction with the students so that they come to know about growing need of the industry and equip themselves.
- ✓ The institution organizes study industrial tour to have practical exposure to students.
- ✓ The institution has MOU with TCS & JBS.

6.3.9 Admission of Students

- ✓ Online admission given by Gujarat University, Ahmedabad.
- ✓ The university circular and Government of Gujarat criteria for reservation are hosted on the college website and also placed on the college notice board.
- ✓ No management quota is kept.
- ✓ Regarding admission of the students, the college strictly adheres to the guideline of Gujarat University and Education Department of Government of Gujarat.

6.4 Welfare schemes for

Teaching	Medical Check- up. Medical Aid. Skill Development Training Program.
Administrative Staff	Skill Development Training Program. Medical Check-up. Uniform for peons. Peon Welfare Fund. Medical Aid.
Students	Book Bank Facility.(PBL scheme) Medical Aid to the students. Scholarship for the children of widow mothers, minority girls etc. Scholarship for higher studies and studies abroad. Fee exemption for sports students

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) have been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	KCG	-	-
Administrative	Yes	KCG	-	-

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

For UG Programmes Yes No



For PG Programmes

Yes

No

6.9 What effort is made by the University/Autonomous College for Examination Reforms?

- ❖ The college is affiliated to Gujarat University. Examination reforms introduced by Gujarat University are implemented by the college.

6.10 What effort is made by the University to promote autonomy in the affiliated/constituent college?

NA

6.11 Activities and support from the Alumni Association.

- ❖ Tree plantation on Gurupurnima N.S.S.
- ❖ Alumni members actively participate in orientation program for first year student.
- ❖ Alumni members actively participate in orientation and Annual function
- ❖ Parents of some students was also present in Annual Function of the college.

6.13 Development programmes for support staff.

- ❖ Special training & guidance
- ❖ Career guidance & motivation

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

- ❖ Go green concept. (Eat Green, See Green concept)
- ❖ Environmental conservation/awareness program.
- ❖ Don't use plastic bottles.
- ❖ Use cloth/paper bag while shopping.
- ❖ Do not waste food.
- ❖ Removal of e-waste.
- ❖ Maintenance of garden.
- ❖ Campus cleanliness.
- ❖ Tree plantation.

Criterion-VII

7. Innovations and Best Practices

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

- ❖ At the management level, powers are delegated to the mentor and adviser to make the decision making process fast.
- ❖ Administrative decisions have become smooth and fast.
- ❖ Group discussion.
- ❖ Akshar Board.
- ❖ Career and Counseling cell.
- ❖ Smart Class
- ❖ Mobile App (Edu App)
- ❖ Placement
- ❖ FDP
- ❖ R.M.Workshop
- ❖ IQAC Seminar
- ❖ Research Guidance (20 Students)
- ❖ Research Enhancement

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

- ✓ PG center (M.Com) establishment year (2016-17) first batch & PG (2017-18).
- ✓ Preparation online University Admission and help center.
- ✓ Considering the activities of the college the various committees is formed in advance.
- ✓ IQAC starring committee prepared AQAR of 2017-18
- ✓ Necessary preparations for the cultural NSS ,orientation program Annual function were made in advance..
- ✓ Preparations for the annual function were made in advance.
- ✓ The information about examination & assignments& group discussion in classroom the students and were planned accordingly.
- ✓ Sports Day was planned for all the colleges on the campus.
- ✓ The college approached the industry for campus interview.

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

- * Title of the practice : I
‘Hard-Core Approach to Gain and Maintain Confidence of Stakeholders in the institution’
- * Title of the practice : II
‘Soft-Tech Approach to Strengthen Sentimental Bond among Stakeholders’
- * Emphasis or Career Guidance For The Last Year UG & PG Students.

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

7.4 Contribution to environmental awareness/protection

- ✓ Orientation to the students in the class rooms.
- ✓ Programmes during NSS camp.
- ✓ Foundation course environment (sem-3&4).(Eat green ,See Green)
- ✓ Accept 'See Green, Go Green Concept'

7.5 Whether environmental audit was conducted? Yes No

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

SWOC ANALYSIS

STRENGTHS:

LOCATION CONVENIENT TO COMMUTERS:

- Income-tax area on Ashram Road enjoys very good transport connectivity with all the part of the city of Ahmadabad as well as with North Gujarat. The location offers easy access to student commuting from distant place.

TRANSPARENCY IN ADMISSIONS, APPOINTMENT AND ADMINISTRATION:

- Admissions are on Academic merit only.
- Appointments are done strictly in compliance with Govt. & University rules.
- Academic Calendar is strictly followed.
- Student and staff related circulars and policies are communicated and implemented within time frame.

ETHICAL APPROACH:

- University and Govt. rules and regulations are complied with in True spirit.
- Permanent provisions for internal and external audits of accounts.
- Examinations are dedication of staff and enthusiasm of student's results in campus harmony, smooth and effective conduct of curricular and co-curricular activities and better performance in University examinations.
- From time to time, the Management reviews Student-Aid schemes to cover larger section of needy students.

WEAKNESSES:**SPACE CRUNCH**

- On account of FSI Rules applicable at the time of construction of the college building, we are compelled to compromise with our requirement of space/rooms for curricular and co-curricular activities.
- Size of plot premises doesn't permit playground and as an alternate we have to compromise under arrangements with Gujarat Vidhyapith and Gujarat University.

AFFILIATION AND RECOGNITION OBLIGATION:

- Under affiliation conditions, we are obliged to comply with the syllabus and examination pattern laid down by Gujarat University. This curtails our liberty for tailor-made teaching & testing experiments to maximum benefits of learners.
- Under instructions of Gujarat University, classroom strength remains between 125 to 150. This adversely affects qualitative classroom teaching.
- Recruitment policy of State Government offering fixed wages which are quite inferior to the prevailing pay scales makes it difficult to attract and retain talent.
- Unusual delay in recruitment forces the Management to employ staff on visiting bases resulting into financial burden on Management, instability of staff and dilution in quality.

INCONSISTENCY IN PTA & ALUMNI TIE –UP:

- Busy family and work schedules, make it difficult for members of PTA & Alumni to consistent communication with the institution. They do express their feelings for the institution but find it difficult to stay consistently connected.

OPPORTUNITIES:**ENHANCEMENT OF FSI STANDERDS:**

- Recent review of FSI limit has enhanced standard and the present building can be expended to required curricular and co-curricular purposes.
- Once the problem of space crunch is solved, we will be able to attend to needs for Add-on courses, UGC sponsored courses and other professional courses.

POPULARITY OF COMMERCE FACULTY:

- In the growth oriented economy, commerce students find wide acceptance in society as well as in professional fields and the institution will have a promised opportunity to maximum utility of its efforts to sharpen skills related to the world of Trade & Commerce.

CHALLENGES:**DROPPING STUDENT: TEACHER RATIO**

- Recruitment parameters complied by the Govt. and classroom intake parameters complied by the university hamper student: Teacher Ratio.

FUND CRUNCH: SELF FINANCED V/S GRANT –IN-AID COLLEGES:

- Whereas the upcoming self-financed colleges are free to charge fees at commercial rates, the grant-in-aid colleges are obliged to collect fees in structured-form designated by Govt. This situation facilitates financial freedom to self-finance colleges but leaves grant-in-aid colleges to survive on comparatively meager funds reimbursed in the form of maintenance grant from State Govt.

TWO TS AGAINST CLASSROOM ATTENDANCE AND RELEVANCE OF TEACHERS:

- Tuition classes pose a threat to classroom attendance and Technological tools like internet pose a threat to relevance of teachers. Teachers 'role as an Ambassador of Culture is moving to a question mark with increased impact of Two 'T s' which spread a gross misconception among students on **Classroom Attendance and Rule Vance of Teachers.**

8. Plans of institution for next year (2018-19)

- ✓ Arrange Prin.M.C.Shah memorial Lecture (one in a year)
- ✓ Arrange state/National level seminar & conference.
- ✓ Organize an IQAC seminar.
- ✓ Conduct college level FDP.
- ✓ Organize study/Industrial tour for students & staff.
- ✓ Arrange subject wise guest lectures.
- ✓ Publication of e-book, e-journal.
- ✓ Strong Placemat cell.
- ✓ To start e-journal.
- ✓ Counseling for abroad studies.
- ✓ Arranging lecture series for the students and staff members.
- ✓ Arranging program on environment such as visit the environment centers, lecture series, etc.
- ✓ Organizing various extension activities.
- ✓ Civil Defense services/Training.
- ✓ Arrange an open social event.
- ✓ Grant for infrastructure
- ✓ Research Project
- ✓ Participation in University Administration
- ✓ Canteen (Improvement)

Signature
of the Co-Ordinator.IQAC:-
Name:-Prof (Dr) R.V.Raval

Signature
of the Chairperson, IQAC:-
Name:-Prin (Dr) D.S.Mistry

ANNEXURE-I

College calendar for academic year: 2018-19

Ist term 12-6-2018 to 04-11-2018

IInd term 19-11-2018 to 24-04-2019

ACADEMIC AND EXTRA CURRICULAR ACTIVITIES PROGRAM/CALENDAR

1. JUNE

- Admission to sem I (UG & PG).
- Student Admission to in house students of sem III and sem IV (UG & PG).
- Reopening of the college.
- Meeting of the teaching staff.
- Meeting of the Heads of the Departments.
- Orientation programme for the sem I students (IG & PG).
- Formation of various committees.
- Meeting of non-teaching staff.

2. JULY

- Formation of Commerce & management study circle (CMSC).
- Meeting of various committees.
- Meeting of Head of the Departments.
- Welcome to Fresher's Enrolment of students to Library (UG & PG).
- Formation of students' council.
- Sports notice and selection procedure.
- Admission to N.S.S. Distribution of books from BOOK BANK.
- First meeting of students' council.

3. AUGUST

- Guest lectures.
- Beginning of N.S.S. Activities.
- Short term course on personality development.
- Celebration of Independence Day.
- Creativity competition like- Mahendi, Rangoli, cartooning, collage, poster making, Hairstyle, clay modeling.

4. SEPTEMBER

- Study and Industrial tour.
- Teacher's day celebration.
- Youth festival activities.
- Meeting of examination committee.

5. OCTOBER

- Navratri Vacation (7 Days) from 10-10-2018 To 17-10-2018
- College - University Examination.
- College Term end meeting of teaching staff.

6. VACATION

- Conducting (university examination) as per Gujarat University direction

- **Deepawali** Vacation (14 Days) from Date : 05-11-2018 to 18-11-2018

7. NOVEMBER

- Second Term (Date 19-11-2018 To 24-04-2019)
- Beginning of semester II, IV, VI.
- Declaration of the results.
- Classifying weak students based on results.

8. DECEMBER

- Programmes on career guidance for T.Y M.Com Sem IV students.
- Special talk with eminent personality.

9. JANUARY

- Soft skill training programme.
- Sport day for staff and students.
- Meeting of the examination committee.
- Annual Prize distribution function.
- Celebration of Re-public Day

10. FEBRUARY

- Placement activities.
- Submission of assignments by the students.
- Internal / College Exams

11. MARCH

- Farewell function for T.Y.B.Com & M.Com SEM IV students.
- Annual function. Second test & Retest.
- Declaration of INTERNAL MARKS.
- Conducting Gujarat University Exam as per University direction.

12. APRIL

- University examination work as per University direction.
- Term end meeting with staff.

13. SUMMER VACATION (48 Days)

- Date:- 25-04-2019 to 11-06-2019

ANNEXURE-II

BEST PRACTICES: I

7.3.1. Elaborate on any two best practices which have contributed to the achievement of the Institutional objectives/or contributed to the Quality improvement of the core activities of the college.

Title of the I practice:

‘Hard-Core Approach to Gain and Maintain Confidence of Stakeholders in the institution’

Goal:

- To retain strong-footing in the competitive field of Higher Education in the city.
- To keep-up utmost confidence in the minds of stakeholders.
- To establish good culture background.
- To increase the level of social and professional acceptance of our students in society and at work places.
- To be in concurrence with the changing trends in the field of Higher Education.

THE CONTEXT:

- In designing and implementation of the above practice, we try to address the issues in the following context.
- We clearly understand that we have to safe-guard the ‘BRAND VALUE’ of ‘NAVGUJARAT Group of College which has been serving the cause of Higher Education in the city for nearly last five decades.
- The age group of our students can better be oriented to sincerity and value based life with proper exposure.
- Trust of all the stakeholders can be comfortably won through transparency in administration at all level.
- The class room teaching is learner oriented and result giving.

THE PRACTICE:

- To implement the policy of transparency in administration, the college takes care of its admissions, recruitment, examinations and utilization of 'Government Grants'.
- Admission of Students is purely on merit basis; even the management quota is converted in to open merit.
- Recruitment of staff is done strictly in adherence to the prevailing policies of the State Government and University.
- So far as internal examinations are concerned, from setting of question papers, sitting arrangement, class room invigilation, assessment, reassessment to declaration of results, we maintain very high level of confidence and transparency.
- The college management keeps close watch on utilization of Government grants and gets all the accounts audited internally as well as by Government designated authority.
- The college invites expert on various subjects for guidance to students as well as faculty members.
- Faculty members as well as students are motivated to participate in seminars, conferences sport-meets etc. organized at different institution.
- Regular meeting with Alumni and Parent Teachers Association.(PTA)
- At the beginning of the day we conduct mass-prayer.
- All the important national days are celebrated on the college campus.
- NSS unit of the college keeps on contributing its mite in developing attitude to social service among students

Constraints limitations in implementation of this practice:

- Transparency in admissions exposes us to resist local political pressure.
- Recruitment of required staff gets defeated due-to the staff Government policy of giving No Sanctions for new posts.
- The college management is forced to generate its own financial resources for teaching and testing routine tasks.
-

Evidence of success:

- Noon-Commerce colleges in the city are exposed to scarcity of students on account of noon-time as well as popularity of self-finance colleges. We get positive attestation of our academic efforts in the way of about 2500 applications which we receive against 500 seats for intake in the first year/semester.
- College results are always much more higher than the university results with quite a large number students scoring first class, in spite of 90% of our students are cases of change of medium of instruction from Gujarati to English medium.
- The college enjoys exemplary level of discipline in routine teaching work as well as at celebration of mass-events.

Problems Encountered and Resources Required:

- The college encounters server short supply of full-time regular staff for teaching a well as administrative tasks because of Government policy/As a result, we have to depend upon visiting staff both for teaching and administrative work. This staff is not consistent and some-times even not up to the mark.
- Since this is a Grant-in-aid college. We are not free to cross the fees-collection criteria stipulated by the Government. Whereas a self-finance college is free to collect Rs.5000=00 per semester, we can collect only Rs.235=00. In the situation when the college management has to bear expenses of payment to visiting faculty for teaching and assessment as well as for charges of class-room supervisors in internal tests, this limitations of rate of feed leads to college to extra financial burden.
- We look forward to sanction of recruitment as well as financial support from the exchequer.

7.3 BEST PRACTICE: II

Title of the II practice:

‘Soft-Touch Approach to Strengthen Sentimental Bond among Stakeholders’

Goal:

- To maintain smooth relations with students, staff, Alumni, PTA, Uni, and Government.
- All efforts for this to be oriented to keep all the agencies / stakeholders self-charged or self-motivated.
- To inculcate a “Sense of Belonging” to the institution among stakeholders.

Context:

- In designing and implementing this practice we make efforts to set temperament of “**WIN-WIN Situation**” gaining popularity in the modern system of administration. The institution understands the importance of sentimental bond during and after accomplishment of the targeted tasks.

The practice:

- All the levels of administration the institution sincerely comply with the directive, instruction or policies or the affiliating university as well as state Govt.’s Higher Education Department and UGC in true spirit and due regards.
- The college staff handles issues of students, parents and alumni with positive and soft treatment.
- The college management takes care of proper supply and maintenance of infrastructural facilities.
- The college management gives necessary finance for various welfare schemes like-peon welfare funds.
 - ✓ Help to child of widow mother.
 - ✓ Economic support, Book Bank facility.
 - ✓ Scholarship to Muslim girls.
 - ✓ Social image building activities.
 - ✓ Helping hand offered-
 - ✓ Interest free advance to students from vulnerable section of society who want to pursue study abroad.
 - ✓ Once day open house seminar on “Career Opportunities after” XII.

Evidence Of success:

- During forty four years of our presence in the field of Higher Education, there is not a single event of conflict with University or Government authorities and also there are ‘**No. Court-Cases**’ against the institution. The college enjoys the status of “**Zero Grievance**” with any stakeholders whosoever.
- Good level of discipline of students in the college campus stands in testimony that they find the college a “**TRUE FACILITATION CENTRE**” in spite of little limitation.
- With the parent staff, the college celebrates’ “**NAVGUJARAT PARIVARSNEH MILAN**” in which all from peon to principal participate in informal mood and enjoy.
- With the retired staff the college; (**Navgujarat College Senior Citizen’s Club**) celebrates a number of informal get-to-gather of all from peon-to-principal with spouse at different locations.

Problems Encountered and Resources Required:

- We proudly note that all such get-to-gather and events of sentimental bonding are sponsored under blank-cheque support temperament of the parent trust, we find total enthusiastic from all the stakeholders and there is always absence of any problem or financial crunch.

Contact Details:

- **Name of the principal:** Prin(Dr)D.S Mistry
- **Name of the Institution:** C.C.Sheth College of Commerce
- **City:** Ahmedabad (Gujarat)
- **Pin Code:** 380 014
- **Accredited Status:** “B” Grade
- **Work phone:**079-27542761
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