THE P. G. SCIENCE COLLEGE BARDOLI

AFFILIATED TO

VEER NARMAD SOUTH GUJARAT UNIVERSITY

SURAT

Annual Quality Assurance Report

(AQAR)

For the year 2013-2014

CONTENTS

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

1.1	Name of the Institution	The Patidar Gin Science College, Barddoli
1.2	Address Line 1	Sardar Baug
	Address Line 2	Station Road
	City/Town	Bardoli
	State	Gujarat
	Pin Code	394601
	Institution e-mail address	sciencecollegebardoli@gmail.com
	Contact No.	9825372274
	Name of the Head of the Institution	Principal, Dr. Bhavinbhai R. Naik
	Tel. No. with STD Code:	(02622) 220003
	Mobile:	9825372274
	Name of the IQAC Co-ordinator:	Assistant Professor Arjunbhai G. Parmar
	Mobile:	9427828532
	IQAC e-mail address:	iqacpgscbardoli@yahoo.in

1.3 **NAAC Track ID**

-

1.4 Website address

www.pgscience.org

Web-link of AQAR

-

1.5 Accreditation Details

Sr. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity period
1	1st	B	-	-	2011
2	2nd	-	-	-	-
3	3rd	-	-	-	-
4	4th	-	-	-	-

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

15/09/2006

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

2013-2014

1.8 Details of the previous year's AQAR submitted to NAAC after the latest

Assessment and Accreditation by NAAC

(*i*)   AQAR <u>2010-11, submitted to NAAC on 31-07-2014</u>   (DD/MM/YYYY)

(*ii*) AQAR <u>2011-12, submitted to NAAC on 16-08-2014</u>   (DD/MM/YYYY)

(*iii*) AQAR <u>2012-13, submitted to NAAC on 09-12-2014</u>   (DD/MM/YYYY)

(*iv*) AQAR _____   (DD/MM/YYYY)

1.9 Institutional Status

University   state $\boxed{\checkmark}$ Central $\boxed{-}$ Deemed $\boxed{-}$ Private $\boxed{-}$

Affiliated College   Yes $\boxed{\checkmark}$ No $\boxed{-}$

Constituent College   Yes $\boxed{-}$ No $\boxed{\checkmark}$

Autonomous college of UGC   Yes $\boxed{-}$ No $\boxed{\checkmark}$

Regulatory Agency approved Institution   Yes $\boxed{-}$ No $\boxed{\checkmark}$
(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education $\boxed{\checkmark}$ Men $\boxed{-}$ Women $\boxed{-}$

                       Urban $\boxed{-}$ Rural $\boxed{\checkmark}$ Tribal $\boxed{-}$

Financial Status   Grant-in-aid $\boxed{\checkmark}$ UGC 2(f) $\boxed{\checkmark}$ UGC12(B) $\boxed{\checkmark}$

    Grant-in-aid+ Self financing $\boxed{-}$ Totally Self-Financing $\boxed{-}$

1.10 Type of Faculty/Programme

Arts $\boxed{-}$ Science $\boxed{\checkmark}$ Commerce $\boxed{-}$ Law $\boxed{-}$ PEL (Phys Edu) $\boxed{-}$

TEL(Edu) $\boxed{-}$ Engineering $\boxed{-}$ Health Science $\boxed{-}$ Management $\boxed{-}$

     Others (Specify) $\boxed{\qquad - \qquad}$

1.11 Name of the Affiliating University *(for the Colleges)*   V.N.S.G.U. SURAT

1.12 Special status conferred by Central/ State Government UGC/CSIR/DST/DBT/ICMR   **N/A**

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

2. IQAC Composition and Activities

2.1 No. of Teachers | 1 + 8 = 9

2.2 No. of Administrative/Technical staff | 01

2.3 No. of students | 01 (G.S.)

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 | 00

2.8 No. of other External Experts | 01

2.9 Total No. of members | 13 + 1 = 14

2.10 No. of IQAC meetings held | 03

2.11 No. of meetings with various stakeholders | 05

Faculty | 2 | Nonteaching staff/Students | 2 | Alumni | 1 | Others | -

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

If yes, mention the amount | 300000/- Rs.

2.13 Seminars and Conferences (only quality related)

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

Total No. | - | International | - | National | - | State | - | Institution Level | -

Themes | -

2.14 Significant Activities and contributions made by IQAC

-

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**
(*i*) Self-Appraisal report	Executed
(*ii*) Evaluation of students through assignment	Executed
(*iii*) Evaluation through MCQs	Executed

2.16   Whether the AQAR was placed in statutory Body   Yes   √   No   -

Management   √   Syndicate   -   Any Other body   -

Provide the details of the action taken

Approved by the Management

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	-	-	-	-
UG	03	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	03	-	-	-
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

1. 2 (**i**) Flexibility of the Curriculum: CBCS/Core/Elective option /Open options : **CBCS**

(**ii**) Pattern of programmes:

Pattern	Number of programmes
Semester	3
Trimester	-
Annual	-

1.3 Feedback from stakeholders*   Alumni √   Parents √   Employees √   Students √

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

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

N. A.

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

N. A.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
21	14	-	-	7

2.2 No. of permanent faculty with Ph.D. | 11 |

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
-	06	-	-	-	-	-	-	-	06

2.4 No. of Guest and Visiting faculty and Temporary faculty
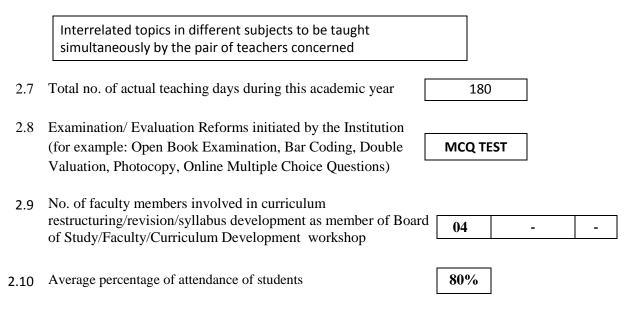
3- Visiting	-	2 -Ad hock

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	03	-
Presented papers	-	-	-
Resource Persons	-	-	-

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

Interrelated topics in different subjects to be taught simultaneously by the pair of teachers concerned

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

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

MCQ TEST

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

04	-	-

2.10 Average percentage of attendance of students | **80%** |

2.11   Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III + ATKT %	Pass %
Sem. I - II	281	35.23	39.50	3.55	14.95	93.23
Sem. III-IV	224	45.54	26.79	3.13	16.52	91.98
Sem. V-VI	172	42.44	40.12	10.47	-	93.03

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

(*i*)   IQAC meets with the faculties in the beginning of each term.

(*ii*)   It stimulates faculties to conduct seminars before each internal test and assignment for the upcoming semester

(*iii*)   Involvement in admission and internal examination process.

(iv)   Meeting with the student council after the election regarding anti-ragging and discipline

2.13   Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	-
UGC – Faculty Improvement Programme	3
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	3
Others	8

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	03	-	03 (Ad hock)
Technical Staff	-	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

> IQAC provides following facilities to the researchers
>
> - Lab., Internet, Library facilities
>
> - INFLIBNET & NLIST facilities provided by the KCG

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 on research publications

	International	National	Others
Peer Review Journals	-	01	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	-	-

3.5   Details on Impact factor of publications:

Range [   ]   Average [   ]   h-index [   ]   Nos. in SCOPUS [   ]

3.6	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	-	-	-	-

N. A.

3.7 No. of books published i) With ISBN No | - | Chapters in Edited Books | 19 |

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 | 07 |

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	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18   No. of faculty from the Institution who are Ph. D. Guides | - |

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 + existing ones)

JRF | - | SRF | - | Project fellows | - | 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: **N. A**.

University level | - | State level | - |

National level | - | International level | - |

3.23   No. of Awards won in NSS:

University level | - | State level | - |

National level | - | International level | - |

3.24   No. of Awards won in NCC: **N. A.**

University level | - | State level | - |

National level | - | International level | - |

3.25   No. of Extension activities organized

University Forum | - | College Forum | - | | - |

NCC | - | NSS | - | Any Other | 01 |

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

- Blood donation Camp
- Aids awareness program
- Plantation program

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	9.2 acre			
Class rooms	07			
Laboratories	07			
Seminar Halls	01			
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	14		UGC	
Value of the equipment purchased during the year (Rs. in Lakhs)	2.16358		UGC	
Others	-			

4.2 Computerization of administration and library

Addition of two computers and scanner

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	2278	292840/- Rs.	439	23544/- Rs.	2717	316384/- Rs.
Reference Books	9089	590182/- Rs.	368	97748/- Rs.	9457	740540/- Rs.
e-Books	-	-	-	-	-	-
Journals	05	-	05	-	05	-
e-Journals						
Digital Database						
CD & Video	101					
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	74	-	VPN+Broad Band	-	54	04	07	09
Added	-	-	-	-	-	-	-	-
Total	74	-	VPN+Broad Band	-	54	04	07	09

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up

   gradation (Networking, e-Governance etc.)

-

   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

1.   Orientation for first semester students during Praveshotsav
2.   Meeting for sem VI students
3.   Alumni meeting
4.   Counselling and placement cell

5.2   Efforts made by the institution for tracking the progression

1.   Feedback from students

2.   Student counselling

5.3   (*a*) Total Number of students

UG	PG	Ph.D.	Others
771	-	-	-

(*b*) No. of students outside the state   [10]

(*c*) No. of international students   [-]

Men

No	%
326	42.28

Women

No	%
445	57.72

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
128	23	396	125	-	672	153	29	424	165	-	771

Demand ratio   Dropout 9.21%

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

-

No. of students beneficiaries   [**-**]

5.5   No. of students qualified in these examinations   **N. A.**

NET	-	SET/SLET	-	GATEI	-	CAT	-
IAS/IPS etc.	-	State PSC	-	UPSC	-	Others	-

5.6   Details of student counselling and career guidance

-

No. of students benefitted | - |

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
Garden Silk Mill Ltd.	50	10	-
Spectrum dyes & Chemicals	-	03	10
GVK EMRI	17	09	-

5.8   Details of gender sensitization programmes

5.9   Students Activities

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

State/ University level | 36 | National level | - | International level | - |

No. of students participated in cultural events

State/ University level | **04** | 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	420	2910260/- Rs.
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   [01]

5.13   Major grievances of students (if any) redressed: _____NIL_____

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision :
- Be an institution with a culture of mutual care and commitment, a satisfying and excellent work environment and continuous learning opportunities.
- Provide a small platform to help students make themselves prepared for their future challenges and explore encouraging avenues.
- Build up its position in the state as a pioneer amongst all educational groups with consistent growth of further branches.

Mission :
- To grow as a premier educational institute committed to provide the best educational environment and excellent infrastructure in the field of education.

6.2 Does the Institution has a management Information System

-

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

6.3.1 Curriculum Development

Five faculty members are in board of studies of VNSGU Surat.

6.3.2 Teaching and Learning

(i) For the betterment of teaching learning process, the coordinator of *IQAC* calls the meetings with the faculty members under the headship of the Principal.

(ii) The coordinator remains in contact with each of the departments and students to understand the need of the institution, teacher and the students.

6.3.3 Examination and Evaluation

As per the rules and regulations of VNSGU, Surat

6.3.4 Research and Development

The institution provides Lab., library and Internet facilities to the researchers.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Staff room, Main office, N.S.S. office, Sports department and Physics Laboratory are upgraded.

6.3.6 Human Resource Management

Committees are made for different activities.

6.3.7 Faculty and Staff recruitment

(*i*) As per the government policy.

(*ii*) The management recruit the ad hock and visiting faculties as per the requirement

6.3.8 Industry Interaction / Collaboration

N. A.

6.3.9 Admission of Students

Merit Based.

6.4 Welfare schemes for

Teaching	Staff welfare club –Biology Department and Chemistry Deptt.
Non teaching	Shree Ram Nidhi Club (Library)
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) has been done?

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

6.8   Does the University/ Autonomous College declares results within 30 days?   -   **N.A.**

For UG Programmes   Yes ☐   No ☐

For PG Programmes   Yes ☐   No ☐

6.9   What efforts are made by the University/ Autonomous College for Examination Reforms? - N.A.

| N.A. |

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

| - |

6.12   Activities and support from the Parent – Teacher Association

| - |

6.13   Development programmes for support staff

| Computer training for nonteaching staff |

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

- Water harvesting plant
- Botanical garden
- Plantation

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

'Information and communication training' is given to the office staff

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

According to the plan

7.3 Give two Best Practices of the institution

- Classes begin with the prayer by the students every day for mental peace and inner strength of the students.
- The practice and guidance are given to the students participating in the sports activities before and after the college hours
- Free remedial classes are conducted for the slow learners
- Under the book bank system there is no bar for issuing books to the bright students.
- Campus interviews and Placement

7.4 Contribution to environmental awareness / protection

- Green Campus
- Rain water harvesting
- Aqua-guard water purification
- In the interest of the students, institution has taken initiatives and able to get the help centre for the online admission process of F.Y. B. Sc.

7.5 Whether environmental audit was conducted?   Yes [   ]   No [√]

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

As mentioned in Annexure

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

- Laboratories are to be equipped with new equipments
- OMR Software and Scanner
- Renovation of Chemistry laboratory-II and Physics laboratory

Name   Shree Arjunbhai G. Parmar   *Name Dr. Bhavinbhai R. Naik*

The Coordinator, IQAC   *The Chairperson, IQAC*

_____***_____

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

****

Strength:

- Qualified, experienced, dedicated and stable staff
- Active counselling and placement cell
- Well equipped laboratories
- Excellent full time physical training instructor
- No strike and ragging incidence
- Active IQAC
- Excellent results in most of the subjects
- All-round healthy environment
- Active women cell
- Counselling of SC/ST students regarding the benefits of scholarship

Weaknesses:

- Deficiency of office staff
- Insufficient infrastructure for the introduction of new courses
- English communication of the students is not up to the mark due to the rural back ground of the students

Opportunities:
- Online assignments and study materials
- Having full time physical instructor, play ground and strong and hard working students from rural areas, we can promote the outdoor games like khokho, Kabaddi etc.

Challenges:

- To motivate students to develop English communication skill
- To manage time slot for new short term courses
- To give more time for sports and extracurricular activities as most of the students come from the interior areas and transportation facilities are not sufficient, so they are in harry to reach their destinations.