Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**SHETH C D BARFIWALA COLLEGE OF COMMERCE**
Name of the head of the Institution	**Dr.Heena Sunil Oza**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**912612537752**
Mobile no.	**9737114382**
Registered Email	**cdbcollegeiqac@gmail.com**
Alternate Email	**principal.cdbcollege@gmail.com**
Address	**Sahyog Society Sumul Dairy Road**
City/Town	**Surat**
State/UT	**Gujarat**
Pincode	**395008**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**Prof Priti Pandya**
Phone no/Alternate Phone no.	**919375992861**
Mobile no.	**9374714382**
Registered Email	**pspandya@gmail.com**
Alternate Email	**cdbcollege_surat@hotmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://barfiwalacollegesurat.ac.in/aqar/
4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://barfiwalacollegesurat.ac.in/academic-calendar/

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B++**	**2.77**	**2017**	**27-Nov-2017**	**26-Nov-2022**

6. Date of Establishment of IQAC	**15-Jun-2011**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Developed Mobile App	**12-Jun-2019** **365**	**2200**
Language Lab in pipe line	**12-Jun-2019**	**2200**

	365	
Initiated construction of New Building	12-Jun-2019 365	2200
Academic and Activity Calendar	12-Jun-2019 365	2200
FDPs	12-Jun-2019 365	2200
RUSA Grant implementation	12-Jun-2019 365	2200
monitoring of execution of perspective plan	12-Jun-2019 365	2200
feedback from stakeholders	12-Jun-2019 365	2200
students satisfaction survey	12-Jun-2019 365	2200

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2020 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View Link](#)
10. Number of IQAC meetings held during the year :	**6**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View Uploaded File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**
12. Significant contributions made by IQAC during the current year(maximum five bullets)	

Smooth conduct of academic activities, continuous evaluation
Student Satisfaction
Conduction of various activities
FDPs
Initiative for development of infrastructure as per perspective plan

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Implementation of perspective plan in phased manner	Start of construction of new buildings for better physical infrastructure.
Activities calender	"Well planned activities calender helped to conduct number of co-curricular activities for better grooming of students."
FDPs for Teachers and office staff	Capabilities development of teachers for ICT, IPR and NAAC
Feedback of stakeholders for curriculam	Feedback taken
Students Satisfaction	Students Satisfaction survey conducted
Appointment of permanent Principal	Full time permanent principal appointment
Development of Mobile App for better access to students.	Accomplished

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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
The Surat Education society	02-Jan-2023

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No

16. Whether institutional data submitted to AISHE:	Yes

Year of Submission	**2020**
Date of Submission	**30-Jan-2020**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**admission module, fees module, general register module, exam form module, mobile app for students**

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Part B

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CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Institutional has the mechanism for well planned curriculum delivery and documentation in place. The college is affiliated to Veer Narmad South Gujarat University, Surat which is a state university. The curriculum is framed by the Board of Studies. In faculty of commerce, there are Board of Commerce, Board of Accountancy, and there are also common board of studies for subjects of Economics, English, Gujarati and statistics. The IQAC prepares academic calendar in alignment with University academic calendar to ensure effective curriculum delivery. The academic calendar is prepared well in advance and revised if necessary from time to time. The requirement for teaching as well non teaching staff due to retirement/ resignation etc is identified and the recruitment of the staff is done well in time to ensure smooth conduct of classes. The Time table committee prepares the weekly time table for each division. The HODs in periodical departmental committee meetings instructs to prepare lesson plans and reviews it periodically to ensure the timely coverage of syllabus, continuous evaluation and semester end examinations. Remedial coaching is made for weaker students. The advanced learners are encouraged to participate in extra curricular activities.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Nil	**Nil**	**Nil**	**0**	**Nil**	**Nil**

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BCom	**Advanced Accounting and auditing**	**15/06/2019**
MCom	**Financial and Management Accounting**	**15/06/2019**
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCom	Accountancy	15/06/2019
MCom	Accountancy	15/06/2019

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Fashion Designing	08/07/2019	7
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nill	NIl	0
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
The feedback is obtained from various stakeholders namely faculties, students, alumni, parents and employer for curriculum. The feedback is analysed and being discussed in IQAC and HODs are encouraged to represent the feedback to periodical meeting Board of Studies of university. Also its published on website. The feedback system has been offline for various stakeholders.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	Accountancy (GIA)	750	750	660
BCom	Accountancy (SFI)	500	500	331
MCom	Commerce	80	80	75

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	991	75	23	0	23

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
23	23	7	14	14	4

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

student mentoring by the faculties is an integral part of our system for years. the mentoring is done on a continual basis to ensure students are free from peer pressure, stress and anxiety, learning issues, and quite a few other Teaching/learning related issues. Students find very conducive environment at the institute where they stand in no fear of being found lacking in academics, or any other related skills. They receive warm and personality enhancing treatment for academic issues, as well as for other difficulties faced in case of being less holistically evolved. Academic skills enhancement is the chief area of focus. However, the institution aims at an all round development of students with recognizing, training and skill development in other areas of personality development that can lead them to become entrepreneurs in their own right. The faculties themselves personally motivate the students to develop an aptitude for extra- curricular activities. Meetings are held to encourage the students to join extension activities as NSS, reflecting upon them the need and benefits of being a part of it. Faculties, themselves experts in various activities, draw out potentially talented students and encourage them to grow and flourish in various activities, also inviting established experts from society-trained artistes for enhancing the mentorship regularly offered by faculties remedial classes are regularly held for slow learners faculties are easy to approach for guidance even after working hours through e-Mails, Whatsapp or even a simple call. The teaching faculty staff room has open and easy access to students who are welcomed any time for consultation. The faculties entertain an extremely homely and warm outlook towards students and their difficulties. Regular student communication with faculties long after completion of studies bears witness to the warmth shared. The college has AOL center, Swami Vivekananda center conducting various activities that ensure spiritual development of students, as well as guiding them towards being more responsible, more responsive, better human beings and realizing the significance of enhancing and nurturing human values. Yoga, Pranayam, Meditation, etc. are taught as an aid to overcome anxiety, stress or depression. The essence of human values, reinforcing the necessity to lead useful living that contributes to personal, social, National and International positive impact is imbibed through the extension activities wherein students are motivated and prepared in developing leadership qualities aimed at creating positive impact to society at large. The NSS program officers create awareness in students to be responsible towards their environment and related issues, guiding and encouraging them through various activities as tree plantation, blood donation, annual one week camp at villages, and so on. Sports activities regulate the physical strength building aspect of students which organizes sport events and invites participation at college, University, State or National levels. The department of Saptadhara activities ensures talent acquisition and building up of inherent skills aimed at a holistic development and enabling an outlet towards positive redirection to potential energy. Such activities have proven to be a source of life sustenance to quite a few.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2176	23	1:95

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
23	22	1	1	5

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nill	Nil	Nill	NIl

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	01	2	10/07/2020	10/07/2020
BCom	01	4	01/07/2020	01/07/2020
BCom	01	6	25/09/2020	12/11/2020
MCom	03	2	14/09/2020	26/11/2020
MCom	03	4	14/09/2020	23/11/2020

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

* The internal Evaluation system consists of Internal test, assignments, attendance, quiz, group discussions etc. in all subjects to be conducted by respective subject teachers. Progression is discussed with students individually . the observations and suggestions are noted and discussed at IQAC meetings for effective implementation of CIS. Internal examinations answer-sheets are also shown to students to self assess and rectify errors in future. Students performing best in CIE are recognized publicly in college annual gathering as mark to promote the culture of CIE. Faculties are at full liberty to work ingeniously on classroom practices while dealing with assignments so maximum student participation and skill enhancement may be realized.

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

The College follows a well-planned academic calendar that aims (1) to ensure smooth academic activities of teaching- learning, continuous evaluation and end semester examination schedule, in alignment with the affiliating University academic Calendar (2) to enrich the academic activities of teaching- learning

by including various co-curricular activities like Expert lectures for covering contemporary issues not included in syllabus, career counselling sessions, usage of library material to enhance learning capabilities , industrial visits, internships, remedial coaching for weaker students and add-on / value added courses, skill enhancement courses for advanced learners, book review competition (3) to conduct various faculty development programs/ seminars, non teaching staff skill development programs, training for ERP system (4) to allocate time for quality assurance system like academic and admistrative audit and NAAC accreditation (5) to organize various extra curricular activities like intra college drawing competition, poster making competition, rangoli making competition, patriotic song competition, light vocal music competition, celebration of group events like garba competition, preparation for participation in youth festival (6) to allocate time for community work like bold donation, awareness campign for cleanliness, voters card for students, aids awareness (7) to allocate time for grievances redressal, (8) to deal with RTI, anti ragging, prevention of sexual harrasement (9) to deal effectively in matters related to women empowerment, environmental concerns (10) to deal financial budget, accounts related matters, (11) to enable various policies and procedures (11) to conduct activities of brotherhood, human values, IPR, awareness of constitutional rights and duties (12) to include activities of sports (13) to include activities of life skills like yoga, happiness, spirituality and human values and soft skills like personality development and communications skills.

2.6 – Student Performance and Learning Outcomes

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

https://barfiwalacollegesurat.ac.in/academics-syllabus/

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
01	BCom	Accountancy (GIA)	334	183	54.79
02	BCom	Accountancy (SFI)	102	36	35.29
03	MCom	Accountancy	42	30	71.43
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2.7 – Student Satisfaction Survey

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

https://barfiwalacollegesurat.ac.in/iqac-students-feed-back/

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding	Total grant	Amount received

		agency	sanctioned	during the year
Nill	**0**	**Nil**	**0**	**0**
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Nil	**Nil**	

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

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	**Nil**	**Nil**	**Nil**	**Nil**	**Nill**
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	**0**	**0**

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

Name of the Department	Number of PhD's Awarded
Economics	**1**

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	**Commerce**	**3**	**0**
International	**Accountancy**	**1**	**0**
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Accountancy	**1**
Economics	**1**
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

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

				the publication	citation
NIL	NIL	NIL	Nill	0	NIL	0

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

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

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	12	3	0
Presented papers	1	0	0	0

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Celebration of World Yoga Day	N.S.S. unit of Sheth C. D. Barfiwala College of Commerce	4	40
Orientation Program	N.S.S. unit of Sheth C. D. Barfiwala College of Commerce	4	210
Allumni / Parents / Present Asso. Meeting	N.S.S. unit of Sheth C. D. Barfiwala College of Commerce	4	229
Swachchh Bharat Abhiyan - Mimicry Competition	N.S.S. unit of Sheth C. D. Barfiwala College of Commerce	4	70
AnnPurna Matajji Mandit-Seva	N.S.S. unit of Sheth C. D. Barfiwala College of Commerce	4	120
N.S.S. Camp (Timpa Villege)	N.S.S. unit of Sheth C. D. Barfiwala College of Commerce	4	70
Vivekanand	N.S.S. unit of	4	60

Jayanti Celebration	Sheth C. D. Barfiwala College of Commerce			
Netaji Subhashchandra Jayanti Celebration	N.S.S. unit of Sheth C. D. Barfiwala College of Commerce		4	45
Poster Making Competition (Online)	N.S.S. unit of Sheth C. D. Barfiwala College of Commerce		4	19
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
National Service Scheme	N.S.S. unit of Sheath C. D. Barfiwala College of Commerce	Women Empowermwnt: Poetry Recitation Competition	4	13
National Service Scheme	N.S.S. unit of Sheth C. D. Barfiwala College of Commerce	Swachchh Bharat Abhiyan - College Cleaning	4	70
National Service Scheme	N.S.S. unit of Sheth C. D. Barfiwala College of Commerce	Women Empowermwnt: Self Defence Training (Mukeshbhai Rathod)	4	60
National Service Scheme	N.S.S. unit of Sheth C. D. Barfiwala College of Commerce	Swachchh Bharat Abhiyan - Hospital Cleaning (Surat Civil Hospital)	4	106
National Service Scheme	N.S.S. unit of Sheth C. D. Barfiwala College of Commerce	Tree Plantation	4	25
National Service Scheme	N.S.S. unit of Sheth C. D.	No Plastic Day -	4	160

	Barfiwala College of Commerce	Procession		
National Service Scheme	Samarthan Group N.S.S. unit of Sheth C. D. Barfiwala College of Commerce	Bharat Ekta Pad Yatra (Kargil Chowk Piplod)	4	55
National Service Scheme	State AIDS Control Society N.S.S. unit of Sheth C. D. Barfiwala College of Commerce	AIDS Awerness : Eloction Competition	4	15
National Service Scheme	N.S.S. unit of Sheth C. D. Barfiwala College of Commerce	Puls Polio Trainig	4	55
National Service Scheme	N.S.S. unit of Sheth C. D. Barfiwala College of Commerce	Voting Awerness Pregram	4	69
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	0	NIL	0

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NIL	NIL	Nill	Nill	0

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nill	NIL	0

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
101	48

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL	Partially	2.0	2014

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	10481	1451542	409	79230	10890	1530772
Reference Books	10883	1522718	22	10167	10905	1532885
Journals	13	28775	14	26885	27	55660
CD & Video	65	18345	0	0	65	18345
Weeding (hard & soft)	3457	143847	0	0	3457	143847

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

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

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/	Others

								GBPS)	
Existing	68	1	5	0	0	0	0	100	0
Added	0	0	0	0	0	0	0	0	0
Total	68	1	5	0	0	0	0	100	0

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	Nill

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
5210737.61	5210737.61	1829522.92	1829522.92

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

The college ensures regular maintenance and upkeep of its infrastructural facilities. A Technical Assistant and a Computer Network Assistant provide regular support services relating to computer hardware and software. Students and faculty members are given Wi-Fi passwords on campus for facilitating quick and easy research and other related work requiring net access. Annual maintenance contract to various agencies ensures maintenance of equipment.

https://barfiwalacollegesurat.ac.in/college-policies/

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Government Schemes	1258	1398150
Financial Support from Other Sources			
a) National	0	0	0
b)International	0	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
International	21/06/2019	305	Art of Living

Yoga Day Celebration				

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2020	Lecture on Resume, Placement, Interview by Dr. Chintan Pathak	0	478	0	0
2020	career guidance : building dream carrer	0	150	0	0
2020	career guidance : o pportunities in stock exchange	0	210	0	0
2020	career guidance : o pportunities in legal field	0	255	0	0
2020	career guidance : o pportunities in research	0	60	0	0
Nill	career guidance : o pportunities in professional courses	0	150	0	0
Nill	career guidance : o pportunities in banking field	0	90	0	0
Nill	career guidance : o pportunities in post graduation	0	130	0	0
Nill	career guidance : o	0	66	0	0

	pportunities in overseas education				

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Nil	0	0	NIl	0	0

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	28	B.Com.	Commerce Accountancy	VNSGU and others	M.Com.
2019	13	B.Com.	Commerce Accountancy	VNSGU and others	LLB
2019	15	B.Com.	Commerce Accountancy	VNSGU and others	B.Ed.
2019	1	B.Com.	Commerce Accountancy	S.R.Luthra Institute Of Management	M.B.A.
2019	1	B.Com.	Commerce Accountancy	VNSGU	MHRD

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nill	0

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

Activity	Level	Number of Participants
Mehndi Competition	Inter College	17
Bhartiya Sanskrit Knowledge Competition	Inter Class	189

Book Review Competiton	Inter College	19
On The Spot Elocution Competition	Inter College	16
Garba Competition	Inter Class	84
Bhajan Competition	Inter Class	29
Partiotic Song Competition	Inter Class	22
debate competition	inter class	18
quiz competition	inter class	355
singing competiton	inter class	39
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nill	Nil	Nill	Nill	Nill	Nill	Nil

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

The College has well developed Students' Council constitution, policies, procedures and policies in place. The Students' council constitution is the reference point for all the related activities. The students' council consists of Principal as the Chairman of council, and is divided into seven committees namely (1) Students' union budget committee (2) Planning forum (3) College magazine committee (4) Gymkhana committee (5) cultural and social activities committee (6) excursion committee and (7) debate and elocution committee. The committee consists of Chairman, vice- chairman, secretary and members. The Chairman and vice- chairman is appointed by Principal from senior faculty members and secretary is a student representative who is elected or nominated by students representative. The members of the committees are both faculties and students representatives. The students representatives are nominated by selection/ election based on guidelines from affiliated University and UGC. In certain cases post of students representative is reserved for girl student. The students council is formed every year. The students representative are from each division as per number of students strength in the class. Over and above three students are nominated by Principal who are having proven performance in the fiels of arts / sports/ community services/ academic work. The General Secretary is elected from among the students representatives of various divisions who is the leaders of students. The students council provides the training platform to students for democratic process of election in real life and inculcate citizen values. It also provides training ground to nurture the youth leaders.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:
0

5.4.3 – Alumni contribution during the year (in Rupees) :
0

5.4.4 – Meetings/activities organized by Alumni Association :
- joint activities of flag hoisting on independence day and Republic day Annual Prize distribution Blood donation day career counseling Induction program for freshers Teachers day celebration - executive body meeting of Alumni association with Principal and faculties - NAAC peer team visit meeting

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Resource allocation by way of annual Budget for teaching- Learning, Academic maintenance, infrastructure maintenance, Capital expenditure, campus development, add on courses, library, Quality assurance and enhancement activities : 2. Implementation of college academic calendar through IQAC, administrative committees, students Councils committees, and other statutory committees

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Research and Development	The College faculties are generally more occupied in teaching-learning, invigilation, paper setting, examination of answer books, cocurricular and extra curricular activities. The high students per teacher makes the work more demanding.However, the faculty development is very crucial for long term growth of the institute and therefore, the College encourage the faculties, young and experienced to join M. Phil. /Ph.D. as a starting poing in journey for research. The College also encourage faculties to attend FDPs, seminars, conferences and present the papers. The college also encourages publication of articles, research papers and books. The infrastructure in terms of Library journals, books, computer facilities, internet / wi-fi is made available. The teachers are encouraged by recognition in public forum for their research and publication work.

Examination and Evaluation	The College as a part of CI conducts internal examination / mid- semester examination for each course for each semester. The schedule for the same is declared in advance and students are motivated to make self study on regular basis. The course outcomes for each unit of study is discussed in class by faculties and they are equipped for the same by teaching/ assignments/ class test. The mid semester test gives the students practice for appearing in semester examination conducted by university. The students are shown answer books for mid semester examination in open house. The best written answer books are also displayed and model answers are shown by the faculties. students who score highest are given prize at annual function. Supplementary test is also conducted for students who mis the regular mid term exam due to unavoidable reasons. In exceptional case, if any student is having grievances for evaluation, reassessment also done. The end semester examination for each course for each semester is conducted at college campus in most professional way in which the schedule and paper setting is done at affiliated university level. The secrecy of examination papers has zero tolerance limit. CCTV monitoring during the examination is a regular practice.
Teaching and Learning	The College has strategy for effective delivery of curriculum for teaching and learning. The teaching learning in direct contact hours is to cover course objectives of each unit of each course for every semester. Additional study material / home work is given for self study to supplement class room studies. The class room are having infrastructure including ICT enable teaching -learning. Feedback of students are taken by faculties individually. The teaching learning is given high priority at college.
Human Resource Management	The College has sound HRM strategy which is to empower faculties and office staff to work in the best interest of learners and the Institute. The academic work is well taken care by faculties under the leadership of principal / Principal in charge. The office work is taken care by office

	staff in co-ordination with Principal / Principal in charge and teaching faculties. Various welfare measures like PF, Gratuity, leave etc. are in place. FDP , training workshops is arranged from time to time for skill enhancement. Digitalization / MIS is being gradually introduced to support the effective and efficient function by the faculties and office staff.
Curriculum Development	Our college is affiliated to Veer Narmad South Gujarat University, Surat and follows the curriculum and syllabus prescribed by the university for all courses. Most of our faculties represent BOS and contribute towards curriculum development. HODs arrange meeting of their department before their BOS meeting to discuss about syllabus, necessary recommendations and suggestions to be represented at the Board meeting.
Admission of Students	Our college is affiliated to Veer Narmad South Gujarat University, Surat. Centralized online admission procedure followed by the university results in merit based admission.
Industry Interaction / Collaboration	Our students work along with studies and therefore we regularly interact with the industries.
Library, ICT and Physical Infrastructure / Instrumentation	The library material can be availed via INFLIBNET Gandhinagar. One can subscribe for online database through login and password. All the computers have internet facility. Fire extinguisher is placed for security of library materials. The college library. the College has necessary infrastructure for running the college.

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

E-governace area	Details
Examination	The college uses Affiliated University Examination module of ERP system. College ERP system is in alignment with university ERP system.
Finance and Accounts	yes
Student Admission and Support	we have ERP system emplaced for student admission and support.
Administration	We have ERP system in place

6.3 – Faculty Empowerment Strategies

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

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

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	ERP system Modules	ERP system Modules	08/06/2019	08/06/2019	22	7
2019	Soft Skills	Soft Skills	13/07/2019	13/07/2019	22	13
2019	Research Methodology	Research Methodology	14/09/2019	14/09/2019	22	7
2020	Physical Fitness Program	Physical Fitness Program	04/01/2020	04/01/2020	22	13
2020	NAAC accreditation	NAAC accreditation	11/03/2020	13/03/2020	27	13
2020	IPR	IPR	18/03/2020	18/03/2020	26	10
2020	NAAC AQAR	NAAC AQAR	05/03/2020	05/03/2020	26	9
2020	POCO OUTCOME	POCO OUTCOME	29/04/2020	30/04/2020	15	Nill

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Nil	0	Nill	Nill	0

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
2	2	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
PF, Gratuity, Pension, Retirement pension, Encashment of Leave, Leave Travelling concession, Maternity leave, paternity leave, various kinds of leaves	PF, Gratuity, Pension, Retirement pension, Encashment of Leave, Leave Travelling concession, Maternity leave, paternity leave, various kinds of leaves	Free-ship and Scholarship

6.4 – Financial Management and Resource Mobilization

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

Yes, the annual budget is prepared by college and management every year for the requirements of various departmental activities. The account of the institution is subjected to an audit by a certified external chartered accountant appointed by the management. The income and expenditure are from different sources are audited regularly by the auditors. the internal audit is in place.

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

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

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6.4.3 – Total corpus fund generated

55069697

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	IQCA
Administrative	No	Nill	Yes	IQAC

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

annual gatherings, feedback for syllabus, open house for internal evaluation, annual function of college, 15th August celebration, 26th January celebration, talk on Jari industry,

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

College ERP system Modules, University ERP system Modules, Soft Skills, Computer Literacy, Physical Fitness Program, Research Methodology, ITC based tools, Workshop on IPR

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

1. Implementation of RUSA 2.0 grant (grant for infrastructure) for rupees 2 crores sent 2. feedback for syllabus from stakeholders taken 3. student satisfaction survey 4. More ERP modules in office 5. MOUs for value added Courses 6. regular IQAC meetings and action taken reports 7. Organized FDPs for faculties for Capabilities enhancement 8. Training organized for non-teaching staff

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
Nill	NIL	Nill	Nill	Nill	0

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
self defiance program	20/07/2019	20/07/2019	210	0
crash course for women development	04/01/2020	04/01/2020	178	115
breast feeding awareness	09/03/2020	09/03/2020	140	0
relationship management	16/03/2020	16/03/2020	10	70
mensuration issues	03/03/2020	03/03/2020	105	0
lean inn program	10/03/2020	10/03/2020	64	12

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

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

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Ramp/Rails	Yes	1
Braille Software/facilities	Yes	0
Rest Rooms	Yes	1
Scribes for examination	Yes	0
Any other similar	Yes	1

| | | | | | facility | | |

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	167	223	13/08/2019	1	traffic awareness program	college campus	223
2019	357	173	29/08/2020	1	human rights day	college campus	173
2020	230	118	08/01/2020	1	save girl child	college campus	118
2020	298	112	25/01/2020	1	awareness program of Aids	college campus	112

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

Title	Date of publication	Follow up(max 100 words)
Human Values and Professional Ethics15	15/06/2019	parts included in prospectus, announced in induction program.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Yoga Day	21/06/2019	21/06/2019	305
vivekanand day	11/01/2020	11/01/2020	180
sardar patel jayanti	23/10/2019	23/10/2019	500
gahandhi jayanti	01/10/2019	01/10/2019	600
teachers day	05/09/2019	05/09/2019	800
matru bhasha gavrav divas	20/02/2020	20/02/2020	200
human rights day	19/08/2019	19/08/2019	450
martyrs day	30/01/2020	30/01/2020	520
AIDS Awareness	02/12/2019	02/12/2019	55
neta shree subhaschandra jayanti	23/01/2020	23/01/2020	500

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)
1. No mobile day 2. Tree plantation 3. No Plastic Use 4. Water Harvesting 5. No vehicle day

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1 : 1. Title of the Practice : Nurturing students through academic and other activities through well planned Academic and Activities Calendar 2. Objectives of the Practice To prepare the students for professional, social and personal life 3. The Context Many of our students come from modest income group whose parents had no opportunities to go for higher education. Overall, the students have very limited exposure and are not aware of their potential. So a culture of nurturing the human resource by providing opportunities for overall personality development along with academics progression is needed to help the students to groom in better personality to lead a progressive life personally, professionally and socially. 4. The Practice The College prepares before the start of academic year, the academic and activities calendar. The activities consists of community work, sports, yoga, values nurturing through Vivekand and Gayatri centre, debate and elocuation, Book reading and review competition, gender equity programs, social and cultraual activities, career counseling, expert lectures, workshops, annual gathering , field visits and so on. The academic and activities calendar is published in Prospectus and uploaded on website and College notice board so that students are aware of various academic and other activities. The induction program is also conducted for new ly admitted students to make them aware of campus life and inspire them to participate and get involved with the College and facukties and work in teams. The notice for various activities circulated in calss as well as published on notice board. The committee members also visit the classes to encourage students to participate. The process of participation of students in various events like sports, NSS, cultural activities, debate, Book review competition, Drawing and handicraft, career counseling, placement, field visit, boold donation and so on allow them to build self- confidence, team spirit, sportsmanship, leadership skills, meticulous palnning, hard work, resource and time management, and so on. In the process of participation in various individual and group events, students are mentored by respective faculties and senior peers, help to build strong of students for the College and mentors The process of participation helps them to unfold hidden talents and groom them into more balanced emotional person which is a very important capability development to handle personal, professional and social life. This also helps to make them more committed to academic performance. 5. Evidence of Success On an average 50 to 60 activities within college and inter college take place and as per the liking and aptitude of the students, they get chance to participate. This has made the campus life very vibrant and youthful. Students have strong bonding with College and faculties. Our several Alumini students have settled well as lawyers, Bankers, entrepreneurs, acedemicians, CAs, and give credit to College for nurturing 6. Problems Encountered and Resources Required The various activities require planning in advance for effective time and resource management, large pull of human resources. With the involvement of experience faculties the problems are manageable. 7. Any other information : pl. refer 2.5.3 for more details of academic and activities calendar. Best practice 2 : 1. Title of the Practice : Decentralized and participative management through various committees for quality compliances, extension, co-curricular and admistrative activities 2. Objectives of the Practice Development of Organizational commitment of academic and administrative staff through empowerment for achievement of mission of the institute 3. The Context The College has mix of experience and young talented faculties as well as administrative staff. Their involvement and commitment in

making the campus life efficient and effective requires them academic and administrative empowerment. So the management has encouraged the culture of decentralized and paerticipate management. 4. The Practice: The College is run by Surat Edecation Society. The Executive body of Chairman, Secreatary and Joint Secretary lead the college by the good governance and support in fulfilling strategic objectives. The Principal of the College is the head of the institute steering the College for acheiveing its quality education objectives. The Principal is having team of academic staff, most of them are in permanent employment and any shortfall is filled by management to ensure smooth teaching and learnin and students progression. With the more number of retiring office staff due to super annuation, many of the vacancies are filled by the management who are young having good computer literacy but less experienced. the College has various committees like IQAC for quality education, NAAC steering committee for quality compliance, students' council committees like planning forum, gymkhana committee, Excursion committee, cultural and social activities committee, finance committee etc. for extention and co-curricular activitie, NSS committee for community work, mentors for better student grooming, administrative committees like admission committee, Time table committee, internal evaluation committee, career counseling committee, placement cell, anti ragging cell, Students Grievences cell, sexual harassment prevention cell, event management committee, social media and press committee, Art of Living Chapter, Vivekanand Centre for life skills, Soft skill co-ordinator, and so on. These committees consists of faculties and administrative staff and in certain committees students representative. The committees plan their work before start of year, meet periodically and ensure the execution of work in best possible and cordial way. 5. Evidence of Success Through out the year the campus life is full of academic and students progression activites, community work like tree plantation, blood donation, visit to orphanage, extension activites like expert lectures, active participation of students in various cultural and social activities, national festivals along with tight academic schedule in semester set up with relatively very high students – teacher ratio as well as students- support staff ratio. This is process has made the faculties and support staff empowered leading to building strong organization commitment. 6. Problems Encountered and Resources Required: These involve very huge human resource and their commitment and also commitment of financial resources. However with support of management and legacy of good organization culture the problems are manageable. 7. Any other information : Since year 2012 the College is having acting Principal and t the College has been running the show with lots of vibrancy in campus life due the legacy of decentralized and participative management.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://barfiwalacollegesurat.ac.in/best-practices/

7.3 – Institutional Distinctiveness

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

Our college caters mainly to students coming from modest income group. Many of our students are first generation students entering the higher education field. Though many students who study through Gujarati medium are not having Gujarati as their mother tougne and have studied till standard 12 in their mother tongue like Marathi/ Urdu/ Uriya/ Hindi. Most of our students travel in the range of more than 2 KMto10KM. Thus we cater to heterogeneous groups of students enabling socio-cultural and financial inclusion. Our distinctiveness also comes with many challenges like time management of for 'earn while learn' students and their academic progression, effective written and oral communication in

Gujarati medium of instructions, moderate self confidence, conducive home environment for studies, drop out due to more pressure of work / girl students marriage and so on. Also being governed by the state recruitment the post of permanent faculties are filled in with a big time lag due to various policy and procedural matters. Recognizing the needs of our students to perform better academically and in personality development, to elevate the standard of living and more progressive social ecosystem, we are committed to accommodate the needs of good academic progress of students and overall personality development of students by regular teaching learning and extension activities as well as extra curricular activities. We also conduct various soft skills training sessions, placement programs, internship programs, add on courses at nominal fees, encourage students avail scholarship facilities, mentoring of students on regular basis, conduct remedial classes, share e-content of various course, conduct revision classes for supplementary exams and so on.

Provide the weblink of the institution
https://barfiwalacollegesurat.ac.in/our-distinctiveness/

8.Future Plans of Actions for Next Academic Year

The period from !4th March 2020 onwards like the whole nation the college and its all stakeholders faced unprecedented crisis arising out of Corona. the period of lockdown 1, 2 3 and subsequent unlock 1 and onwards has been period of uncertainties, stress, distress and managing the emotional balance amidst news of loss of near and dear ones in corona, loss of empolyment, loss of income and trying to cope with situation and study. therefore, the focus of the action has been to manage the turbulace arising in post covid 19 scenario. so expecting the normality in near future, the college planned to implement the perspective plan as much as possible.